

CONSTITUTION AND BYLAWS

ARTICLE I: Name

The name of this organization shall be the Western History Association.

ARTICLE II: Purpose

Its purpose shall be to promote the study of the North American West in its varied aspects and broadest sense.

ARTICLE III: Membership

Section 1. Membership in the Association is open to anyone interested in the North American West.

Section 2. Categories of membership and dues for each shall be established by Council.

Section 3. Institutions other than sponsoring members may subscribe to the Association's publications. They are not eligible for membership.

Section 4. Only individual members of the Association may vote or hold office.

ARTICLE IV: Officers and Terms of Office

Section 1. The executive officers of the Association shall be a President, a President-elect, and an Executive Director.

Section 2. The President and President-elect shall serve for one year immediately following the annual meeting, and the Executive Director shall serve for five years. The Executive Director, who is selected by Council, may serve for more than one term.

- Section 3.** In the case of death, disability, or resignation of the President, the President-elect shall succeed to the Presidency and continue to serve to the end of the term for which originally elected to be President. In the case of the death, disability, or resignation of the President-elect, the Nominating Committee shall nominate both a President and President-elect for the next succeeding election. In the event of the death, disability, or resignation of both the President and President-elect, the most recent past-President who is able to serve shall serve as President Pro Tempore until the next scheduled election.
- Section 4.** Council shall fill vacancies in all elected Association offices under circumstances not provided for in this constitution.

ARTICLE V: Council

- Section 1.** Council shall consist of the President, President-elect, Executive Director, and seven elected members. Elected members shall serve for terms of three years. Every third year three Council members shall be elected, with two Council members elected in other years, beginning with the first election after the approval of this change to the Constitution. An exception shall be in the case of members elected to fill unexpired terms. In addition, the immediate past Executive Director and immediate past Presidents shall serve as non-voting members for two years after their regular terms of office.
- Section 2.** Council shall conduct the affairs of the Association. Council, through the Executive Director, shall present a complete report of its actions and activities to each annual business meeting. By majority vote of those present, the report may be considered *ad seriatim*. a majority vote is required for approval of the report. The report shall be published in the February issue of *The Western Historical Quarterly*.
- Section 3.** During the final year of a term of office of the Executive Director, Council shall review and evaluate the stewardship of the Executive Director to determine whether the incumbent could become a candidate for a succeeding term.
- Section 4.** A Financial Advisory Board shall consist of the President and three members appointed by the President. Except for the initial appointments to establish rotation, term of office shall be for three years. The Financial Advisory Board shall serve Council and the Executive Director in a consultative and advisory capacity on Association budget and financial matters.

ARTICLE VI: Nominations and Elections

- Section 1.** The Nominating Committee shall consist of five members, each serving two years. In even-numbered years, three new members shall be elected; in odd-numbered years, two.

Council shall fill vacancies on the committee by interim appointments.

- Section 2.** Following the annual Association's election of the new members of the committee, the Executive Director will conduct the committee's election of its new chair. Election shall be by a simple majority of the incumbent and incoming members.
- Section 3.** The Nominating Committee shall consider suggestions by members of the Association for the office of President-elect, members of Council, and members of the Nominating Committee that are received no later than February 15. Through the Executive Director, the Nominating Committee shall submit nominees for President-elect to Association members no later than June 1. Members may nominate additional candidates by petition containing no fewer than fifty signatures to the Executive Director before August 1. The Executive Director shall mail the ballot of Committee and petition nominees to the members at least six weeks prior to the annual meeting. Members must return their ballots so they are received by the chair of the Nominating Committee no later than two weeks prior to the annual meeting. Ballots shall be counted by the Executive Director and the chair or a designated member of the Nominating Committee. The results of the election shall be announced at the annual business meeting. The Executive Director shall seal and preserve the counted ballots for one year.
- Section 4.** A tied vote for any office shall be resolved by special ballot at the annual business meeting. The President shall announce the result of this election at the annual banquet.

ARTICLE VII: Conducting Association Business

- Section 1.** A quorum for the annual business meeting shall consist of fifty members. A quorum of Council shall consist of seven members.
- Section 2.** The President, President-elect, and Executive Director shall constitute the Executive Committee to conduct business of the Association when Council is not in session. The committee shall report all its decisions and actions to the next meeting of the Council. The committee may convene special meetings of Council.
- Section 3.** Amendments to the Constitution may be proposed by Council, by a simple majority vote at the annual business meeting, or by petitions signed by fifty members. Proposed amendments with clarifying information and arguments must be submitted to the membership no later than one month prior to the next annual meeting of the Association. Proposed amendments shall require two-thirds vote at the next annual business meeting for approval.
- Section 4.** Changes or additions to Bylaws may be proposed by Council or by motion at an annual business meeting. They must be approved by a majority vote at an annual business

meeting. Bylaws shall not contravene the provision of this Constitution.

Section 5. The business of the Association shall be conducted according to Robert's Rules of Order Revised. The presiding officer may appoint a parliamentarian.

Section 6. This Constitution shall supersede the previous Constitution and Bylaws. It shall be effective upon review and acceptance by Council and upon review by members of the Association, and upon its adoption by a two-thirds vote at an annual meeting.

BYLAWS

1. MEMBERSHIP

Individual membership categories shall include: Student, Emeritus, Regular, Sustaining, Patron, and Honorary Life. Institutions and other groups promoting the study of the North American West may become sponsoring members upon approval by Council and payment of dues. Council, with concurrence of a majority vote at an annual meeting, shall determine dues for each class of membership.

2. MEETINGS

Council shall set the date and place of annual meetings at least two years in advance.

3. PUBLICATIONS

The Association shall publish the *Western Historical Quarterly* and such other publications as approved by Council and a majority vote at an annual business meeting. These may be by cooperative arrangement with other existing publications as Council and members may approve. The financial, procedural, legal, and other appropriate stipulations for publishing or cooperative arrangements shall be set forth by contract.

The editor of the *Western Historical Quarterly* shall be responsible for the production of the *Quarterly* as the official publication of the Association. The editor shall grant permission for reprinting of materials published therein. The editor shall be advised by an editorial board of twelve members, each member serving a three-year term. The editorial board shall be chosen by the editor from a slate approved by the council. The editor shall sit as an *ex officio*, nonvoting member of the Council and report annually on the operation of the *Western Historical Quarterly*.

4. DUTIES OF OFFICERS

- A. The President shall preside at all meetings of the Association and Council. Unless otherwise stipulated, the President shall make appointments to all committees and shall designate their chairs. The President shall encourage the establishment of affiliated organization status between other appropriate organizations and the Association.
- B. The Executive Director shall conduct the routine affairs of the Association, maintain Association records and accounts, make annual financial reports to Council, report to membership on the actions of Council, arrange for meetings of the Association, and conduct such other duties as assigned by Council and the annual business meeting. Council shall set the annual honorarium for the Executive Director.

5. BUSINESS OPERATIONS

- A. The accounts of the Association shall be maintained by the Executive Director according to the standard accounting procedures of the institution at which the office of the Executive Director is located.
- B. All payments of funds of the Association shall be made by serially numbered vouchers.
- C. The President (or in the absence of the President, the President-elect) shall approve all sales from the securities account. Such actions shall be reported to the Council.

6. COMMITTEES

- A. Except as otherwise provided, Council shall establish such committees as are needed to assist in conducting the affairs of the Association.

B. Standing Committees of the Association:

Executive Committee
Nominating Committee
Membership Committee
Program Committee
Local Arrangements Committee

C. Standing Committees for Association Awards:

Arrington-Prucha Prize
Autry Public History Prize
Robert G. Athern Award
Ray Allen Billington Award

Bolton-Cutter Award in Borderlands History
Caughey Western History Association Award
Bert M. Fireman Prize
W. Turrentine Jackson
Sara Jackson Award
Joan Jensen-Darlis Miller Prize
Joan Paterson Kerr Book Award
Hal K. Rothman Book Award
Walter Rundell Graduate Student Award
Dwight Smith Prize
Western History Association Award of Merit
Oscar O. Winther Award