

BYLAWS

SOCIETY FOR VECTOR ECOLOGY

1295 E. Locust St

Ontario, California 91761

ARTICLE I

Name and Principal Place of Business

Section 1. The name of this organization shall be "Society for Vector Ecology," (hereafter referred to as "SOVE" or "Society").

Section 2. The central office of the SOVE will be in San Bernardino County, California or other location designated by the Executive Board (hereafter referred to as the "Board") of the SOVE.

Section 3. The SOVE shall be incorporated as a nonprofit scientific and educational entity in the State of California or in any other state by action of the Board.

ARTICLE II

Objectives and Purposes

Section 1. The overall objectives of the Society are to promote i) the science of vector ecology and epidemiology of vector-borne diseases on a global basis, ii) the research and management of disease vectors and nuisance organisms emphasizing ecological principles and integrated vector management strategies, iii) the development of technical and administrative skills in the implementation of vector management programs, and iv) the dissemination of technical, organizational, and administrative information to Society members and others.

Section 2. The term "vector" used in these bylaws refers to any animal that is capable of transmitting the causative agent of human and/or veterinary disease; any animal capable of serving as either an intermediate or reservoir host of a pathogenic organism; or any animal capable of producing either human discomfort, anxiety, or injury, including, but not limited to arthropods and vertebrates of public health and veterinary importance.

Section 3. Specific objectives are to:

- a. Encourage and promote research on vectors and vector-borne diseases emphasizing vector/disease ecology, epidemiology, and management on a global basis.
- b. Convene annual meetings, special meetings and international congresses of the Society for the purpose of exchanging information relevant to vectors, vector-borne diseases, and vector/disease management.
- c. Publish the results of scientific investigations and provide information on the potential risks of vector-borne diseases to the public.

- d. Promote the use of scientific information in conjunction with interagency cooperation in the development of vector management programs at the local, state, regional, national, and international levels.
- e. Provide a forum for continuing education in vector ecology, vector-borne diseases, and vector/disease management using principles of applied ecology.
- f. Promote collaboration with other related organizations.

ARTICLE III

Membership

Section 1. Categories of membership in the SOVE include: regular, honorary, sustaining, student, retired, institutional, lifetime, and reduced rate membership.

Section 2. *Regular Membership.* Any person with either an academic degree from an accredited college plus two or more years of experience in the field of vector ecology, or with a minimum of 5-year experience in the field of vector ecology and related sciences. Education beyond the bachelor's degree or equivalent may be substituted for experience. Regular members shall pay annual dues as set forth by the Board. Regular members will receive the Society journal and newsletter and are eligible to participate and vote on affairs of the Society.

Section 3. *Honorary Membership.* An honorary membership may be conferred upon regular members who have either demonstrated exceptional achievement in the field of vector ecology or provided exceptional service to the Society. Honorary members shall pay no dues and are entitled to the same privileges as regular members.

Section 4. *Sustaining Membership.* Any agency or organization that desires to contribute financially to the Society for the purposes and objectives stated in Article II may become a sustaining member by paying annual dues established by the Board. Names of sustaining members will be listed once a year in both the Newsletter and annual program of the SOVE. Sustaining members have the same rights and privileges as regular members except that they cannot vote or hold office.

Section 5. *Student Membership.* Any student enrolled full-time in a college or university is eligible to become a student member of the Society. Student members pay one-half of the regular membership dues and are entitled to the same privileges as regular members but cannot hold office.

Section 6. *Retired Membership.* Retired members shall be given full member status with voting privileges on matters of importance to the affairs of the Society. Retired members shall pay one-half of the regular membership.

Section 7. *Institutional Membership.* Any agency may become an institutional member by paying the Institutional Membership fee. This membership authorizes the Institution/Agency to award 10 individual regular memberships to its agency employees.

Section 8. *Lifetime Membership.* This membership can be obtained by a one-time payment of \$1,000.00 or dues established by the Board.

Section 9. *Reduced Rate Membership.* Individuals from developing countries, as determined by the board, may request the executive director to obtain reduced rate membership by paying dues set by the Board.

ARTICLE IV

Voting

Section 1. All members, except sustaining members, have the privilege to vote on any matter or issue brought before the Society.

Section 2. All matters brought for action will be approved by a majority vote of the Society members present at the annual, virtual or duly called special meeting. Matters deemed important either by the Board or by petition signed by a minimum of 40 Society members may be resolved by ballot.

Section 3. For issues requiring ballots, the ballots will be sent to all members in good standing with voting privileges. All matters brought for action will be approved by a majority vote at either annual, virtual or duly convened special meeting. Matters requiring a vote of eligible members will be resolved by majority vote. Any petition brought to the Board that has been signed by a minimum of 40 members will be decided by ballot. The outcome of balloting shall be reported by the executive director to the Board and membership.

Section 4. Ballot. Ballot may be sent to members either by mail or electronically.

Section 5. Proxy Ballot. Any Board member, if unable to attend a Board meeting, may designate another member of the Society to serve as a proxy.

Section 6. The Board may choose to hold a meeting via electronic media. Any action taken by the Board through electronic media must be ratified at the annual Board meeting.

ARTICLE V

Officers and Executive Board

Section 1. *Officers:*

a. Only due paying members may hold an office.

b. Elected officers are president, president-elect, and vice-president.

c. The term of office of president, president-elect, and vice-president will be one year each with service limited to only one term. At the completion of the term, the president moves to become the past-president. The president-elect ascends to succeed the president, and the vice-president succeeds the president-elect.

d. If a vacancy occurs in the office of either the president or president-elect, the next officer in line will assume occupancy of the vacated office. The vacancy of other offices will be filled by a Board action for the remainder of the term of the vacated position and/or office. The vacancies of either a regional or alternate regional director will be by election among voting members of the region involved, or the president in consultation with the Board may appoint an interim director for the remainder of the term.

Section 2. *Executive Board.* Members on the Board will include the president, president-elect, vice-president, executive director, immediate past-president, regional directors and student director.

Section 3. *Term of Office.* The term of office for the officers and board members begins on January 1 after the annual meeting and concludes on December 31 at the expiration of their term, or until replacement by their successors.

Section 4. *Powers.* The Board will conduct the business of the Society as necessary between the regular annual meetings. Decisions on major policy matters will be subject to confirmation by a majority vote of the Board at the next meeting.

Section 5. *Meetings.* The Board will meet at least once annually with additional meetings called by the president. The president will give a minimum of 15-day prior notice to all board members as to when and where a meeting will be convened.

ARTICLE VI

Powers and Duties of Officers and Board Members

Section 1. *President.* The president will serve as the chairperson of the board with all powers commensurate with the office. The president may call meetings of the Board, appoint (in consultation and approval of the Board) committee chairpersons and members, execute with the executive director legal and fiscal matters of the Society, and serve as an *Ex-Officio* member on all committees with the exception of the nominating committee.

Section 2. *President-Elect.* The president-elect assists the president in the conduct of Society business and serves as the president pro-tem in the absence of the president

Section 3. *Past-President.* The past-president will continue to support current Society officers and board members with the affairs of the Society. The vice-president, past-president and two additional Society member appointed by the president, will also organize and oversee the activities of the distinguished awards committees charged with selecting outstanding members as the recipients of the Society's distinguished service Award and distinguished achievement award.

Section 4. *Vice-President.* The vice-president will establish a collaborative relationship with the chairpersons of standing and *ad hoc* committees in facilitating their duties and arranging for oral and written presentations at either annual or special meetings. Additional responsibilities include developing an active rapport and liaison between committee chairpersons and Society members. The vice-president also serves as the Chairperson of the Annual Conference Committee and is responsible for selecting scientific presentations. In the year of the SOVE International Congress, the vice-president shall not serve as the program chair for that year's international meeting (due to the high organizational demands requiring a longer preparatory phase compared to the standard annual conferences) but, instead, they will lead the scientific agenda of the succeeding international congress in the capacity of the past-president.

Section 5. *Executive Director.* The executive director is appointed by the Board. The executive director will conduct the day-to-day business of the Society, implement policies acted upon by the Board, discharge financial matters, prepare budgets, maintain relevant records, post membership dues notices, receive funds and contributions on behalf of the Society, and prepare quarterly reports and financial balance sheets. The executive director shall record the minutes of the Board and

annual Society meetings and post them to board members and committee chairpersons and post all notices of annual and special meetings. The executive director administers the annual conference and the international congress of the Society within the general budget and framework approved by the Board, as well as assists in the administration of international region conferences. The executive director also serves as the treasurer of the Society.

Section 6. *Board Members*: All Board members shall diligently work to promote and achieve the goals and objectives of the Society.

ARTICLE VII

Elections

Section 1. *Nominations*. The president will direct the Nominating Committee, consisting of past-president, president and one member appointed by the president, to select outstanding nominee(s) from all SOVE geographic regions in the US or internationally ~~the Society for each elective office~~ at least 60 days prior to the annual meeting.

Section 2. *Elections*. The nominees' names along with a brief biography will be included in the ballot and sent to all Society members at least 60 days before the annual meeting. Provisions for write-in candidates will be included on the ballot. The date of the deadline for returning the ballots will be specified on the ballot. Ballots received after the deadline date will be invalid. All ballots received by the central office shall be reported by the executive director to the Board and the membership.

Section 3. In the case of a tie vote, the Board will make the final decision.

ARTICLE VIII

Regions and Regional Directors

Section 1. a. *Geographic Regions*. Society members with a common geographic affinity can establish a collective Geographic Membership Region by presenting the Board with a petition signed by a minimum of 30 members from the candidate region. A geographic membership region can be located in the U.S. or internationally. Upon receipt of the petition, the Board will take action on the establishment of the new geographic membership region.

b. International geographic regions of SOVE will have the option to function as a regular geographic membership region of SOVE or as a chapter affiliate region. Chapter affiliate regions can operate under their own board of directors and collect their own dues, but the chapter affiliate bylaws must be approved by the main SOVE Board of Directors. Chapter affiliate directors will act as liaisons to the SOVE Board but have restricted voting privileges. Only chapter affiliate members who pay dues to main SOVE as described in Article III, section one, will be able to hold office. Chapter affiliate members (who are not regular SOVE members as described in Article III) will be awarded specific privileges as determined by the central SOVE Board.

c. The Board shall periodically review the regional structure and redefine the boundaries as new regions are proposed.

Section 2. *Geographic Membership/Chapter Affiliate Regions*. The Society presently is composed of the following geographic membership/chapter affiliate regions.

a. *Northeastern*: United States- includes the states of Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, Washington DC, and West Virginia. Canada- includes the provinces of Newfoundland (Labrador), New Brunswick, Nova Scotia, and Quebec.

b. *Southeastern*: United States- includes the states of Alabama, Florida, Georgia, Mississippi, North Carolina, South Carolina, Tennessee, and Virginia.

c. *North-central*: United States- includes the states of Illinois, Indiana, Iowa, Kentucky, Michigan, Minnesota, Missouri, Nebraska, North Dakota, South Dakota, Ohio, and Wisconsin. Canada- includes the Provinces of Manitoba, Ontario, and Northern Territory.

d. *South-central*: United States- includes the states of Arkansas, Kansas, Louisiana, Oklahoma, and Texas.

e. *Northwestern*: United States- includes the states of Alaska, Colorado, Idaho, Montana, Oregon, Utah, Washington, and Wyoming. Canada- includes the provinces of Alberta, British Columbia, and Saskatchewan.

f. *Southwestern*: United States- includes the states of Arizona, California, Hawaii, Nevada, and New Mexico.

g. *Europe*: Includes all countries encompassed by that continent.

h. *Latin America*: Includes all countries within Central and South America, as well as Mexico.

i. *Asian*: Includes China and other nearby countries.

j. *Indian Subcontinent*: Includes India and adjacent countries excluding countries in Asian Region.

k. Any member not within a designated region may choose which region they wish to participate in.

Section 3. *Membership*. A minimum of 30 individuals with active Society memberships is necessary to form and establish a geographic membership region. Membership requirements for chapter affiliates will be established by the chapter affiliate bylaws.

Section 4. *Regional Directors*: Each geographic membership region will have a regional director elected by a majority vote of the regional membership. An open nomination process will be conducted by the executive director if the region does not have an advisory board.

a. *Term of Office*. The term of office for a regional director shall run for three years up to a maximum of two consecutive terms. Initiation and continuance of each term will commence on January 1 and end on December 31.

b. *Regional Representation*. The director of each geographic membership region will serve on the Board and represent the Region. Directors from international regions may appoint at their discretion an advisory committee comprising of vector-borne disease experts from their regional

jurisdiction. The advisory committee shall have no Board voting rights but shall advise the director on important issues pertaining to that region.

c. *Student Director and Student Director-Elect.* Every two years the student body will elect by a majority vote a student director-elect, who will serve one year on the Board without voting privileges. Thereafter, the director-elect will become the student director for two years and will acquire voting privileges. Together, the student director and the student director-elect will be responsible for the student symposium at the annual conference and organization of the annual election of the student director-elect with assistance from the executive director. Student director-elect must be a graduate student when elected but may graduate during the term of office.

i. *Student Body:* Includes currently enrolled undergraduate and graduate students from across all geographic regions

d. *Proceeds.* Regional meetings are organized and administered with the full cooperation of SOVE central office and executive director, and any profit or loss shall be shared by the Society. For every meeting, a financial report shall be prepared and delivered to the Board in a regular financial report.

ARTICLE IX

Committees and Editorial Board

Section 1. Committees.

a. Standing Committees

(1) *Nomination Committee:* This committee consist of three to five members charged with selecting for nomination and election of exceptional members to serve as vice-president.

(2) *Awards Committee:* This committee is organized by the past-president. Each committee to consist of three to five members charged selecting award recipients from among the outstanding members of the Society who has demonstrated exceptional service in vector ecology.

(3) *Annual Conference Committee:* This committee will consist of the vice-president, the executive director and other selected members. Under the direction of the Board, the executive director shall be responsible for selecting the conference venue and organizing the conference. Venue selection must be approved by the Board. The vice-president (Committee Chairperson) will be responsible for organizing conference programs by securing speakers for symposia, panels, workshops, and special meetings. The executive director will also oversee the activities and local arrangements services. Local arrangements responsibilities include selecting an appropriate conference venue/facility, providing conference speakers with audiovisual equipment and other materials operated by qualified individuals, providing meals/refreshments to attendees, and arranging banquets/receptions plus other relevant functions for the smooth operation of the conference.

(4) *Publications Committee:* This committee will consist of members appointed by the President and approved by the Board. This committee is charged with establishing and maintaining the guidelines for Society publications.

(5) *Bylaws Committee*: This committee shall consist of three to five members charged with revising Society bylaws as needed.

b. *Ad Hoc Committee(s)*. Ad hoc committee(s) to be appointed by the president in consultation with the Board as needed to resolve specific issues. Each committee will consist of three to five members.

Section 2. *Editorial Board*. The Journal and other peer-reviewed serial publications of the Society will each have an editorial board comprised of prominent scientists in the field of vector ecology and related disciplines. The editorial board will consist of members appointed by the Board to serve for 3 or more years. The chairperson of the Editorial Board will be appointed by the Board and will serve in that capacity at the will of the Board. Members of the Editorial Board will form a core of reviewers to edit articles submitted for publication in Society journals and adjudicate the appeals of authors when a manuscript is rejected for publication.

ARTICLE X

Meetings and Quorum

Section 1. *Annual Meeting*. The regular annual conference of the Society will be held at such time and place as approved by the Board. Copies of the conference program will be available to all members of the Society. The regular annual conference may not be held in the years (once every four years) when an International Congress of Vector Ecology is convened. International congresses shall alternate between SOVE regions including international regions depending on the availability of local capacities and resources-

Section 2. The annual program meeting may consist of invitational and/or submitted papers, symposia, panels, workshops, poster and other presentations which facilitate the exchange of information and discussion of matters of interest to the Society.

Section 3. *Special Meetings*. Special or joint meetings with other professional scientific entities may be approved by the Board. A special meeting to transact important business of either immediate or special nature may be called by the President or upon the written request of a minimum of 25 members.

Section 4. *Regional Meetings*. The regional director may convene annual meetings (not in the year of an International Congress of Vector Ecology) with the regional director serving as officers for organizing the programs and other related activities. Regional meeting(s) also may be convened by written request from a minimum of 20 Regional members. The regional director will have the authority to establish both regional standing and ad hoc committees; Special meetings may be held jointly with other regions and organizations.

Section 5. *Quorum*. A simple majority of the members of the Board and committees will constitute a quorum for those entities. The quorum for the annual business meeting will be five percent of the voting members.

Section 6. *Notification*. The notification of special and regional meetings and other items of interest to Society members will include the meeting date, location, and description of tentative agenda. The date, location, and agenda of special and regional meetings will be published in the newsletter or by a special notification on the SOVE website. A notice of a meeting will be forwarded to interested members at least 15 days a meeting is to be convened.

ARTICLE XI

Finances

Section 1. *Proceeds.* All monies due the Society will be collected, disbursed, and accounted for by the executive director. The executive director will further provide detailed quarterly financial reports to the Board and annually to the Society membership.

Section 2. *Accounts.* All funds/monies will be deposited under the Society's name in an insured account available at a trusted bank or similar financial institution approved by the Board. All withdrawals from the account and disbursement checks shall be signed by two authorized individuals, The president, or designee(s) approved by the Board, and/or the executive director shall be the authorized signatories. Transactions in excess of \$1,000.00 must have approval of the Board, unless it is already approved by the Board in the annual budget.

Section 3. *Dues.* The amount of dues attached to each membership category will be established by the Board. Society members who fail to pay their dues by July 1 will be notified by the executive director and declared in arrears. Such membership in arrears will be terminated.

Section 4. *Publication Charges.* All publication charges including page charges, reprint costs, advertising, and others will be established and approved by the Board.

Section 5. *Fiscal Year.* The fiscal year will commence January 1 and end December 31 of each calendar year.

Section 6. *Liability.* No officer or member of the Society will be held personally liable for any debts, liabilities, and obligations of the Society.

ARTICLE XII

Publications

Section 1. *Journal.* The Journal of Vector Ecology is the official refereed publication of the SOVE for scientific, technical, and operational papers germane to the field of vector ecology. The Journal will be published twice annually (volumes) in June (no. 1) and December (no. 2). Additional volumes may be published at the discretion of the Editor or upon approval of the Board.

Section 2. *Journal Editors.* The journal editor will be appointed by the Board.

Section 3. *Newsletter.* The newsletter of the Society will provide information on current events, programs, meeting announcements of other organizations, Society/members affairs, and the status of vector ecology and control efforts around the world. The newsletter will be published at least twice a year.

Section 4. *Newsletter Editor and Associate Editors.* The editor and associate editors of the newsletter will be appointed by the Board. Articles submitted for publication either by correspondents appointed by the newsletter editor or members at large will be reviewed by the newsletter editor.

ARTICLE XIII

Awards

Section 1. Distinguished Awards. The Society may bestow awards for 1) distinguished service and 2) distinguished achievement upon members in recognition of their exceptional contribution to the field of vector ecology.

a. *Distinguished Service Award*. This award is bestowed upon Society members who have demonstrated exceptional commitment and dedication to the Society.

b. *Distinguished Achievement Award*. This award is bestowed on Society members who have contributed significantly to the scientific understanding of vector ecology and related disciplines.

c. Distinguished Lifetime Awards: The Board may bestow:

(1) *Distinguished Lifetime Achievement Award(s)*

(2) *Distinguished Lifetime Services Award(s)*

upon members who have contributed exceptional achievements and exceptional long-term services to the Society. These awards shall be given every four years at the international congress.

Section 2. Honors and Special Awards. Honors and Special Awards may be established either with or without stipends. This award category also includes awards supported by an endowment in the name of the donor and with the approval of the Board.

Section 3. Nominations for all awards to be presented to distinguished Society members will be made by the Awards Committee and subsequently approved by the Board. The criteria and evaluation procedures for each award nominee will be developed by the Awards Committee.

ARTICLE XIV

Amendments

Section 1. A proposal to amend these bylaws may be submitted on the recommendation of the Board, the Bylaws Committee, or by written petition of at least by five percent of members made to the Board. Any proposed amendments will be submitted for voting by ballot to the entire membership according to Article IV.

Section 2. Members must be given a minimum of 30-day prior written notice of proposed changes.

Section 3. Majority. A simple majority of the voting members will be required to approve amendments to the bylaws.