



**NEW ENGLAND EDUCATIONAL RESEARCH ORGANIZATION**

**BY-LAWS**

**TO NOTE:** These by-laws were voted into effect (replacing the previous by-laws in their entirety) at the April, 2007 Business Meeting which was held on-site at the 2007 Conference in Portsmouth, New Hampshire

## TABLE OF CONTENTS

<b>ARTICLE I.</b>	<b>NAME OF THE ORGANIZATION .....</b>	<b>3</b>
<b>ARTICLE II.</b>	<b>MISSION .....</b>	<b>3</b>
<b>ARTICLE III.</b>	<b>MEMBERS .....</b>	<b>3</b>
	SECTION 1. CATEGORIES OF MEMBERSHIP .....	3
	SECTION 2. RESIGNATION .....	3
	SECTION 3. DUES .....	3
	SECTION 4. VOTING .....	3
	SECTION 5. SANCTIONS.....	4
<b>ARTICLE IV.</b>	<b>OFFICERS.....</b>	<b>4</b>
	SECTION 1. OFFICERS AND THEIR DUTIES.....	4
	SECTION 2. TERM OF OFFICE .....	4
	SECTION 2. ELECTION.....	5
	SECTION 3. RESIGNATION .....	5
<b>ARTICLE V.</b>	<b>MEETINGS.....</b>	<b>5</b>
	SECTION 1. ANNUAL MEETING .....	5
	SECTION 2. BUSINESS MEETING .....	5
	SECTION 3. SPECIAL MEETINGS.....	6
<b>ARTICLE VI.</b>	<b>BOARD OF DIRECTORS .....</b>	<b>6</b>
	SECTION 1. BOARD COMPOSITION .....	6
	SECTION 2. TERM OF OFFICE .....	6
	SECTION 3. ELECTION.....	6
	SECTION 4. MEETINGS .....	6
	SECTION 5. STANDING RULES.....	6
	SECTION 6. DUTIES .....	7
	SECTION 7. VOTING .....	7
	SECTION 8. CONTRACTS AND SERVICES .....	7
	SECTION 9. COMPENSATION .....	7
	SECTION 10. RESIGNATION .....	7
	SECTION 11. SANCTIONS.....	7
<b>ARTICLE VII.</b>	<b>COMMITTEES .....</b>	<b>7</b>
	SECTION 1. AUDITING COMMITTEE .....	8
	SECTION 2. AWARDS COMMITTEE .....	8
	SECTION 3. NOMINATING COMMITTEE .....	8
	SECTION 4. PROGRAM COMMITTEE .....	8
	SECTION 5. AD-HOC COMMITTEES.....	9
<b>ARTICLE VIII.</b>	<b>PARLIAMENTARY AUTHORITY .....</b>	<b>9</b>
<b>ARTICLE IX.</b>	<b>AMENDMENT.....</b>	<b>9</b>

**ARTICLE I. NAME OF THE ORGANIZATION**

The name of this organization shall be the New England Educational Research Organization (NEERO). It shall be incorporated as a nonprofit membership corporation under the laws of the state the Treasurer resides in.

**ARTICLE II. MISSION**

The mission of the New England Educational Research Organization shall be to promote, improve, and disseminate information about all forms of educational research, thereby continuing to increase the contribution of education to human welfare.

**ARTICLE III. MEMBERS**

Membership of this organization shall consist of the persons signing the Certificate of Incorporation and any person interested in educational research.

**Section 1. Categories of Membership**

Members are eligible to enroll as a: (1) Professional Member or (2) Full-time Student Member.

Both Professional and Student members have full rights and privileges for membership including the right to attend all meetings of the organization, to participate in its affairs, to receive the publications of the organization, to vote, and to hold office. Eligibility shall be based on present or past active participation in educational research, or interest in the conduct, dissemination, or application of educational research.

**Section 2. Resignation**

Any member may resign from the organization by delivering a written resignation to the Secretary. Any member whose dues are in arrears 60 days after the Annual Meeting shall be assumed to have resigned from the organization.

**Section 3. Dues**

Annual membership dues are required of all members of the organization. Dues shall be determined by the Board of Directors. The Board of Directors may incorporate the dues into the Annual Meeting's Registration Fee without a vote of the membership.

Dues shall be paid annually in advance of or upon registration at the Annual Meeting. Members whose dues are not paid within 60 days of the Annual Meeting shall be dropped from the membership.

**Section 4. Voting**

Each member shall be entitled to one vote at the Business Meeting. All items brought before the membership for a vote shall be decided by a majority vote.

**Section 5. Sanctions**

Any member can be refused future membership for failure to pay a previous year's dues and or previous conference registration fees.

**ARTICLE IV. OFFICERS**

**Section 1. Officers and their Duties.**

The officers of NEERO shall be President, Vice-President, Secretary, Treasurer, and the Immediate Past President. These officers shall perform the following duties in accordance with the parliamentary authority outlined in these By-Laws:

**Sub-Section A. President**

The President shall preside at all meetings and shall have general supervision of the affairs of the organization. The President shall make reports to the membership, shall perform the incidental duties outlined in the NEERO Standing Rules document, and shall serve as the Immediate Past President following the completion of his/her term as President.

**Sub-Section B. Vice-President**

The Vice-President shall serve as Program Chair for the Annual Meeting and shall serve as President, following the completion of his/her term as Vice-President. In the absence, disability, or resignation of the President, the Vice-President shall perform the duties of the President until a successor is elected by the Board of Directors. In addition the Vice-President shall perform the incidental duties outlined in the NEERO Standing Rules document.

**Sub-Section C. Secretary**

The Secretary shall keep the minutes at all meetings and perform the incidental duties outlined in the NEERO Standing Rules document.

**Sub-Section D. Treasurer**

The Treasurer shall have custody of all the funds of the organization and shall keep records of all accounts. In addition, the Treasurer will perform the incidental duties outlined in the NEERO Standing Rules document.

**Sub-Section E. Immediate Past President**

The Immediate Past President shall advise the President on matters pertaining to the organization. In addition, the Immediate Past President will perform the incidental duties outlined in the NEERO Standing Rules Document.

**Section 2. Term of Office**

Each officer's term of office will begin at the close of the Annual Meeting in which he/she is elected.

The Vice-President will be elected to office by the Membership for a two-year term. The Vice-President will automatically assume the office of the President at the conclusion of his/her two-year term as Vice-President and without a vote of the Membership. Following a two-year term as President, he/she will assume the role of Immediate Past President for an additional two-years, without a vote by the Membership. In total this person will serve a six-year cycle in three different capacities.

The Secretary will hold office for a term of three years. This position will be elected by the Membership.

The Treasurer will hold office for a term of three years. This position will be elected by the Membership.

## **Section 2. Election**

### **Sub-Section A. Nominations**

Self-nominations and or the nomination of other members for office shall be submitted in writing to the Nominating Committee thirty days in advance of the Business Meeting.

### **Sub-Section B. Time of Elections**

Elections will be held once a year during the Business Meeting. All members may attend and cast one vote for each position put forward on the ballot.

## **Section 3. Resignation**

Any officer desiring to resign from office shall submit his/her resignation in writing to the Secretary who shall present it to the Board of Directors for action. The Board of Directors may elect a member to fill the vacated position until the next vote of the membership is held at the Business Meeting.

## **ARTICLE V. MEETINGS**

### **Section 1. Annual Meeting**

One conference shall be held annually for its membership to fulfill the organization's mission as outlined in Article II. This conference shall be known as the Annual Meeting. A registration fee for attendance and participation in the Annual Meeting will be required. The rate for registration will be determined annually by a majority vote of the Board of Directors.

### **Section 2. Business Meeting**

A Business Meeting will be held during the Annual Meeting for the purpose of electing officers, receiving reports from the Board of Directors and committees, amending these By-Laws, and attending to other business that may arise.

**Section 3. Special Meetings**

A Special Meeting of the Membership may be called at any time by the President upon written request from 10% or more of the members of the organization. The purpose of the meeting shall be stated in the call. Except in cases of emergency, a notice of at least fourteen days shall be given.

**ARTICLE VI. BOARD OF DIRECTORS**

**Section 1. Board Composition**

The Board of Directors shall consist of the Officers, the Conference Director, Historian, Membership Director, Special Projects Director, Webmaster, and one Representative from each of the following states: Connecticut; Massachusetts, Maine, New Hampshire, New York, Rhode Island, Vermont, as well as one representative outside the Northeast area.

**Section 2. Term of Office**

Board Members shall serve a term of three years, with the exception of the 2-year terms established for the President, Vice-President, and Immediate Past President in Article IV. Each Board Member shall begin his/her term at the close of the Annual Meeting in which he/she is elected.

**Section 3. Election**

All members of the Board of Directors shall be elected by the Membership with the exception of the President and Immediate Past President (See Article IV).

**Sub-Section A. Nominations**

Self-nominations and or the nomination of other members for office shall be submitted in writing to the Nominating Committee thirty days in advance of the Business Meeting.

**Sub-Section B. Time of Elections**

Elections will be held during the Business Meeting. All members may attend and cast one vote for each position put forward on the ballot. The time and location of the Business Meeting shall be provided to members in the Conference Program.

**Section 4. Meetings**

The Board of Directors shall meet a minimum of four times each year, with one of those meetings being the Business Meeting (held during the Annual Meeting).

Board Meetings shall be called by the President or may be called when one third of the Board Membership request that the Secretary call a meeting.

**Section 5. Standing Rules**

In accordance with *Roberts Rules of Order, Revised Edition*, the Board of Directors will maintain an updated document known as the Standing Rules. These

Standing Rules may not conflict with the By-Laws put into place by the Membership. Instead they are rules and policies related to the administration and management of the organization. These Standing Rules are to be made public to the membership.

**Section 6. Duties**

The members of the Board of Directors shall perform the duties outlined in the NEERO Standing Rules document and in accordance with the parliamentary authority outlined in these By-Laws.

**Section 7. Voting**

At every Board Meeting, each Board Member shall be entitled to one vote. Except as otherwise provided, all items brought forward for a vote shall be decided by a majority vote.

**Section 8. Contracts and Services**

Members of the Board of Directors may freely make contracts, enter transactions, or otherwise act for and on the behalf of the organization that are in accordance with the organization's mission and the duties of the position they hold, as outlined in these By-Laws and the Standing Rules of the organization.

**Section 9. Compensation**

Board Members shall not receive any regular compensation for their services but may be reimbursed for Board-approved expenses.

**Section 10. Resignation**

Any officer desiring to resign from office shall submit his/her resignation in writing to the Secretary who shall present it to the Board of Directors for action. The Board of Directors may elect a member to fill that vacated position until the next vote of the membership is held at the Annual Meeting.

**Section 11. Sanctions**

Any member of the Board of Directors may be removed for cause by a three-fourths vote of the Board of Directors or by a two-thirds vote of the Membership at a Board, Special or Annual Meeting.

**ARTICLE VII. COMMITTEES**

The Board shall direct the President to appoint committees to carry out the affairs of the organization. At minimum these committees shall include an Auditing Committee, an Awards Committee, a Nominating Committee, a Program Committee, and any other Ad-Hoc Committees deemed necessary. The function of each of these committees shall be as follows:

**Section 1. Auditing Committee**

To audit the Treasurer's accounts after each Annual Meeting. In addition, this committee shall prepare an annual report to be presented to the Board of Directors at the Board Meeting.

A committee composed of the three Board Members (other than the Treasurer), shall convene after the Annual Meeting to perform these duties.

**Section 2. Awards Committee**

To review papers and identify award winners in two categories: (a) the John Schmitt Award, and (b) the Rubovits Award.

(a) John Schmitt Award shall be awarded to a graduate student, identified as an individual who is enrolled in a graduate program seeking an advanced degree or who is presenting a paper based upon a thesis completed in the past year.

(b) The Rubovits Award shall be awarded to an individual for the best paper presented at the Annual Meeting.

A committee composed of the President (Chair), Immediate Past President, Vice-President, and Special Projects Director shall convene after the Annual Meeting to review papers and identify award winners.

**Section 3. Nominating Committee**

To present a slate of nominees for positions which will become vacant at the end of the Annual Meeting.

A Nominating Committee composed of the President (Chair), Immediate Past President, Vice President, and Membership Director shall convene after the Annual Meeting to identify and invite members who might serve in a position which will become vacant due to expiration of term or resignation at the next Business Meeting.

This committee shall present this slate to the Board of Directors for approval at the Board Meeting held prior to the Annual Meeting.

**Section 4. Program Committee**

To create a conference program in which topics involving both theoretical and applied aspects of education will be presented and discussed by the membership at the Annual Meeting.

A Program Committee composed of the Vice President (Chair), Conference Director, and State Representatives will convene after the Annual Meeting. Additional members may be appointed to the committee by the Vice-President.

**Section 5. Ad-Hoc Committees**

The Board of Directors shall direct the President to appoint such committees as is deemed necessary to carry out the affairs of the organization. The President shall be an ex-officio member of all ad-hoc committees.

Additional tasks relative to each of these committees shall be determined by the Board of Directors and articulated in the Standing Rules document.

**ARTICLE VIII. PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of *Robert's Rules of Order, Newly Revised*, shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these By-Laws and any special rules of order the organization may adopt.

**ARTICLE IX. AMENDMENT**

These By-Laws may be amended by the membership at the organization's Business Meeting by a two-thirds vote, provided that the amendment has been submitted in writing to the Secretary no later than the previous regularly scheduled Board Meeting prior to the Annual Conference.

A proposed amendment received no later than the previous regularly scheduled Board Meeting will be considered at the Business Meeting if it is (a) endorsed by a majority of the Board of Directors, or (b) accompanied by a petition containing the signatures of at least twenty-five members of the organization.