



**Bylaws of the
Industrial Minerals & Aggregates Division**

November 2022

INDUSTRIAL MINERALS & AGGREGATES DIVISION BYLAWS

Article I Name and Objective

Section 1. This Division shall be known as the Industrial Minerals & Aggregates Division (IM&AD) of the Society for Mining, Metallurgy & Exploration, Inc. (SME).

Section 2. The object of IM&AD shall be to further the arts and sciences involved in the exploration, production, geology, and use of industrial minerals and aggregates including those groups enumerated in Article VI, Section 6 of these Bylaws through meetings for professional interaction, to stimulate the preparation, reading, discussion and publication of papers connected therewith and to provide scholarships and awards for students to further the recruitment of new members to the industry.

Article II Members

Section 1. Any Member or Associate-Member of SME in good standing may become a Member or Associate Member of this Division by specifying the Division as an area of interest with SME.

Article III Disbursements

Section 1. Funds received by or assigned to the Division shall be deposited with the Executive Director of SME, or at any other place and under the responsibility of an officer of the Division as deemed necessary by the Executive Committee for the efficient operation of the Division. The SME Executive Director or other responsible parties shall submit a statement of receipts and disbursements to the Chair of the Division in time for a report for the IM&AD Annual Business Meeting.

Section 2. Disbursements from Division funds may be made by the Executive Director of SME upon the authorization of both the Division Chair and the Division Associate Chair, for such purposes as having been authorized by the Executive Committee of the Division. Exceptions to this general rule can be made by order of the Executive Committee of the Division.

Section 3. Disposal of Funds on Dissolution.

On the dissolution of this Division all funds remaining after payment of its debts and obligations shall be turned over and paid to an organization exempted under Section 501(c)(3) of the Internal Revenue Code of 1954.

Section 4. SME's Board of Directors shall select the 501(c)(3) organization to receive the funds of the Division upon its dissolution. SME's Board may, in its sole discretion, select another Division of SME, new or existing, that in SME's judgement best matches the purposes, goals and mission of the Division.

Article IV Meetings

Section 1. The IM&AD Annual Business Meeting shall be at the same time and place as the Annual Conference of SME for the installation of officers, financial status report, and the transaction of any other business.

Notice to Division members must be given 10 days prior to the IM&AD Annual Business Meeting of the Executive Committee. Notice may be given by telephone, post or email to members or by notification in *Mining Engineering*.

Minutes of the IM&AD Annual Business Meeting shall be distributed either by publication in *Mining Engineering*, posting on the SME Community website, or sending by email to the IM&AD membership.

Section 2. The Executive Committee shall meet either at a virtual meeting or an in-person meeting at the same time and place as the SME Midyear Meeting for the purpose of planning the Annual Conference and to attend to other business items. A status report of the division shall be prepared for the SME Board of Directors at the Midyear Meeting.

Section 3. The Executive Committee may meet during the year at will for the purpose of planning the Annual Conference and to attend to other business items.

Section 4. The Executive Committee shall meet immediately prior to the SME Annual Conference for the purpose of preparing a year-end report for the SME Board of Directors at the Annual Conference and to attend to other business items.

Section 5. For the transaction of business at any meeting, the presence of at least two (2) officers and a total of five (5) voting members of the Executive Committee shall be necessary. Participation via phone, virtual meeting or video conferencing is acceptable. Minutes shall be recorded and filed with SME.

Article V Officers and Government

Section 1. The Officers of IM&AD shall consist of a Chair, Chair-Elect, Secretary-Treasurer, and the Past-Chair.

Section 2. The Executive Committee shall consist of the Officers as aforementioned; Industrial Minerals, Aggregates, and Construction Materials Program Chair; Technical Committee Chair; Membership Outreach Chair; Scholarship Chair; Dreyer Professional Development Committee Representative; Forum on the Geology of Industrial Minerals (FGIM) Steering Committee Chair; Professional Development Committee Representative; and the Division Past Chair.

The government of the affairs of the Division shall rest on the Executive Committee, insofar as is consistent with the Bylaws of the Division and the Articles of Incorporation and Bylaws of SME.

Article VI Committees

In addition to the IM&AD Executive Committee, there shall be the following standing committees and subcommittees:

1. Nominating Committee
2. Publications Committee
3. Membership Outreach
4. Technical Committee
5. Scholarships Committee
6. Programming Committee
7. IM&AD Outstanding Young Scientist Award Committee
8. Distinguished Service Award Committee
9. Dreyer Professional Development Committee
10. Forum on the Geology of Industrial Mineral Steering Committee

The IM&AD will provide representatives to the SME standing committees as requested.

Article VII Nominations, Elections of Officers, IM&AD Committees and SME Committees, Terms of Office, Vacancies

Section 1. Election of the Executive Committee

Each year the Division shall elect a Chair; Chair-Elect; Secretary-Treasurer; Industrial Minerals, Aggregates and Construction Materials Program Chair; Technical Committee Chair; Membership Outreach Chair; Scholarship Chair; Dreyer Professional Development Committee Representative; Forum on the Geology of Industrial Minerals (FGIM) Steering Committee Chair; and Professional Development Committee Representative to fill offices and positions that shall be vacated at the end of the current term.

Should any IM&AD officer or member of the Executive Committee be unable or unwilling to fulfill their duties, they may resign by an announcement to the Executive Committee.

Any officer may be removed by a majority vote of the Executive Committee. Officers removed prematurely will be succeeded by the next officer.

Section 2. Nominations by Succession

The Chair-Elect shall advance from the position of Secretary-Treasurer, Technical Committee Chair from the Technical Committee Chair-Elect, and Past Division Chair from former Past Chair. The Secretary-Treasurer and the Technical Committee Chair-Elect is selected by the IM&AD Nominating Committee.

Secretary-Treasurer shall be selected from a pool consisting of the Program Committee Chair, the Technical Committee Chair and experienced members as described in Section 4.

Program Chair-Elect shall be selected from a pool consisting of the Technical Committee Chair, the Technical Committee Chair-Elect, current or former Annual Conference Session Chairs, and experienced members.

The FGIM Steering Committee Chair shall advance from the position of FGIM Steering Committee Chair-Elect, and FGIM Steering Committee Past Chair from former FGIM Steering Committee Chair. The FGIM Steering Committee Chair-Elect shall advance from the position of FGIM Steering Committee Secretary.

The FGIM Steering Committee will submit up to three names from the FGIM Members-At-Large of appropriate experience and expertise and each shall be designated to serve a three-year term. From the FGIM Members-At-Large, the IM&AD Nominating Committee will select the FGIM Secretary.

The FGIM Members-At-Large are selected by the FGIM Steering Committee.

The FGIM Steering Committee is selected by the IMAD Nominating Committee from the IM&AD membership.

Section 3. The Nominating Committee shall recommend one member each for Chair, Chair-Elect, Secretary-Treasurer, and Technical Chair to the Executive Committee on or before April 1. After approval by the Executive Committee, the nominees shall be announced in *Mining Engineering*. Any 25 members of the Division may submit nominations for officers and members of the Executive Committee to the Executive Committee. The Nominating Committee shall submit to the Executive Committee a slate consisting of the nominees by succession.

Section 4. Qualification for Experience

An experienced member shall be an active member of the Division who has participated in a minimum of three (3) of the most recent five (5) Executive Committee meetings and shall be a previous Division Chair, previous Executive Committee member, previous Division Chair-Elect, previous Program Chair or previous Technical Committee Chair.

Section 5. Vacancies – Any vacancies occurring in the elected members of the Executive Committee shall be filled by the Chair of the Division with an appointee to serve until the next election. The Executive Committee may fill any vacancies in any of the IM&AD or SME committees by appointment.

Section 6. The names, photos and biographies of the nominees approved by the Executive Committee shall be published in the July issue of *Mining Engineering*. Any additional nominations made in accordance with Article VII, Section 6 must be received by the Executive Director of SME, Division Chair, or Associate Chair no later than September 1 of that year.

If additional nominations are not received by September 1, the President of the Society shall declare that the nominees approved by the Executive Committee are elected automatically.

If additional nominations are received, a notice of the additional nominees for the position(s) shall be distributed either by publication in *Mining Engineering*, posted on the SME website, or sent by email to the IM&AD membership.

If additional nominations are received for any position, the individual to serve in that position shall be elected by a vote of the IM&AD Division members via electronic media before the IM&AD Annual Business Meeting.

Section 7. Appointment of the IM&AD Division representatives to various IM&AD and SME committees shall be made by the Chair of the Division as recommended by the Nominating Committee.

The Nominating Committee shall obtain acceptance from each nominee and give SME staff the proper name, title and contact information, including email address, for each appointee.

Section 8. Term of Office – All officers take office at the IM&AD Annual Conference and leave the office at the IM&AD Annual Conference of the next year.

Article VIII

Selection of Members and Chairs of Technical, Service and Award Committees

Section 1. The Nominating Committee shall recommend to the Chair the members of IM&AD who will fill the different positions in the Program, Membership, FGIM Steering Committee, Scholarship and Award Committees. The Chair shall appoint all nominees pending their acceptance.

Section 2. The Programming Committee Chair (IM&AD Chair-Elect) will recommend to the Nominating Committee the Technical Unit Committee Chairs and Vice-Chairs.

Section 3. The Division Past Chair, the Programming Committee Chair (IM&AD Chair-Elect), or other Nominator shall obtain acceptance from each nominee and give SME staff the proper name, title and contact information, including email address, for each appointee.

Section 4. Term of Office – All Committee Chairs and committee members take office at the close of the Annual Conference. Committee Chairs and members serve for the term defined by the committee. The end of the term shall occur at the close of the SME Annual Conference of the final term year.

Article IX

Amendments

Section 1. Proposals to amend these Bylaws shall be made in writing to the Executive Committee of the Industrial Minerals & Aggregates Division and signed by at least ten (10) members. Such proposals shall be considered by the IM&AD Executive Committee and announced to the members of IM&AD through an avenue at the discretion of SME staff, such as *Mining Engineering* magazine, posting on the SME Community website, or other on-line avenues, together with any comments or amendments made by the IM&AD Executive Committee thereon. The Executive Committee shall provide a proper vehicle for a vote of the membership of the Division on such proposals in an expedient manner from the date they are submitted to the Executive Committee. If favored by a majority of the ballots cast, the amendments shall thereupon be submitted to the Board of Directors of the Society.

Section 2. Article III, Section 3 and 4, "Disposal of Funds on Dissolution" may not be amended.

(Updated 11/16/2022)