

BYLAWS OF THE NORTH AMERICAN SOCIETY FOR THE PSYCHOLOGY OF SPORT AND PHYSICAL ACTIVITY

Article 1. Name

The name of this Society shall be the North American Society for the Psychology of Sport and Physical Activity (NASPSPA).

Article 2. Purpose

The purpose of the Society is to develop and advance the study of human movement and physical activity through the fields of Motor Learning/Control/Development and Sport and Exercise Psychology.

2.1. NASPSPA is a nonprofit corporation, formed under the state of Illinois statutes, which is organized and shall be operated in accordance within the meaning and provisions of Section 501(c)(3) of the Internal Revenue Code. The Corporation exists exclusively for scientific, educational, and literary purposes, and shall engage only in activities which further such purposes.

2.2. The registered agent and registered office of the Corporation shall be maintained in the State of Illinois. The principal office of the Corporation shall be the home address of the Executive Director; unless the Executive Director is not a resident of the United States, in which case such principal office of the Corporation shall be the home address of the Secretary-Treasurer. The Corporation may have such other offices, in such places as may be designated by the Board from time to time, or as shall be appropriate or necessary for the conduct of the affairs of the Corporation.

Article 3. Membership

3.1. Membership in this Society shall be available to all individuals who are interested in sport and exercise psychology, motor learning and control, or motor development and who are current on membership dues. The membership year shall run from January 1 to December 31. All members have equal privileges of voice, vote, and holding office in this Society (except as per Article 5.5 regarding Secretary/Treasurer). New members who apply after October 1 will have their membership apply to the current year and the following year.

3.2. No member shall receive any compensation for their service in such capacity, except that the Board of Directors (the "Board") may authorize reimbursement for actual disbursements expended on behalf of or in service to NASPSPA and according to policies authorized by the Board.

3.3. Any member connected in any way with NASPSPA, whose conduct is, in the opinion of the Board, prejudicial to the welfare or best interest of NASPSPA, may be expelled or suspended. Notice of intent to proceed with expulsion or suspension will be provided,

reciting the charges or accusations. Any member may request a hearing within ten (10) days of receipt of notice of intent to expel or suspend the member. The Board, within 60 days of receipt of such request, shall convene a hearing and subsequently shall sustain or overrule the expulsion or suspension. That ruling shall be final.

Article 4. Dues

- 4.1. The billing and collection of dues shall be in a manner prescribed by the Board. Annual dues shall be payable on January 1 of each year. Annual dues shall be determined by the vote of the membership upon recommendation of the Board.
- 4.2. The membership of any person eligible for membership whose membership has been terminated for non-payment of dues shall be automatically reinstated as of date payment is received by the Secretary-Treasurer of NASPSA.

Article 5. Directors and Officers

- 5.1. The Society shall be governed by a Board of Directors, which shall comprise six (6) individuals elected to the offices of President, President-Elect, immediate Past-President, Secretary-Treasurer, Communication Director and Student Representative pursuant to these bylaws. Each individual elected as an officer/director simultaneously shall hold the officer title to which such individual is elected and shall be a member of the Board of Directors. The officer titles set forth herein may be used interchangeably to identify the members of the Board of Directors. Any action taken by or authorized to be taken by the individuals elected as officer/directors under these bylaws shall be the action of the Board of Directors, regardless of the title used. At no time shall the number of Directors be fewer than three (3). The terms of office on the Board for the President, President-Elect, immediate Past-President, and Student Representative shall be one year. The terms of office on the Board for the Secretary-Treasurer and Communication Director shall be two years. Terms of office shall begin on September 1. Each Officer/Director shall serve until a successor is elected.
- 5.2. If the office of President should become vacant, the unexpired term shall be filled by the President-Elect. Should the office of the President-Elect become vacant, the Secretary-Treasurer shall fill it. The Society, at the next Annual meeting, will elect a President or a President-Elect, whichever is appropriate. Any other vacancies shall be filled by appointment by the President of the Society and be elected by the remaining members of the Board.
- 5.3. The *President* of the Society shall be Chair of the Board, shall preside at all Society and Board meetings, and appoint all committees as prescribed in Article 9 (except for the program committee as prescribed in Article 5.7). The President shall supervise all program planning for the Society meetings and shall provide for a financial report to be performed by a public accountant at the end of each Secretary-Treasurer's term. The President shall be authorized to sign checks in the absence of the Secretary-Treasurer. In the event the current President is not a U.S. citizen or permanent resident, the authority will pass to the person who meets the requirements (in the order of President-Elect, Communication Director, Past-President) who will be authorized to sign checks in the absence of the Secretary-Treasurer.

- 5.4. The *President-Elect* shall, during the absence of the President, perform all duties of the President. If the office of the President becomes vacant, the President-Elect shall succeed the President for the unexpired term of office. The President-Elect shall also perform such other duties as may be properly delegated by the President or the Board. In the event the current President is not a U.S. citizen or permanent resident, the President-Elect will assume the responsibilities of co-signer on the NASPSPA treasury account for a two-year term.
- 5.5. The *Secretary-Treasurer* must be a citizen or permanent resident of the United States, compliant with all Federal or State requirements. The secretary-treasurer performs all duties incident to the office of the Secretary-Treasurer. The secretary-treasurer shall keep written records of all minutes of the Society's meetings and circulate the record of the minutes to the Board for review following each meeting. The Secretary-Treasurer shall keep an accurate record of all monetary transactions and shall be authorized to sign checks on behalf of the Society. The Secretary-Treasurer shall be responsible for initiating membership renewal reminders to all current Society members. The Secretary-Treasurer shall submit an annual report to the members of the Society on the status of the membership and funds. Other duties may be prescribed by the Board or by the President. The Board may provide a stipend for an assistant to the Secretary-Treasurer.
- 5.6. The *Communication Director* shall be responsible for all communication with the membership including, but not limited to, editing and publishing an electronic newsletter three times per year that will be made available to all members, overseeing employment and graduate student position postings, reviewing and updating website material, and facilitating social media and email announcements. In the event that neither the current President or President-elect are U.S. citizens or permanent residents, the Communication Director will assume the responsibilities of co-signer on the NASPSPA treasury account for a one-year term.
- 5.7. The *Past-President* shall chair the program committee that plans the Annual Conference in accordance with the Policy Manual. In the event that the current President, President-elect, and Communication Director are not U.S. citizens or permanent residents, the Past-President will assume the responsibilities of co-signer on the NASPSPA treasury account for a one-year term.
- 5.8. The *Student Representative* shall have full voting privileges on the Board. The Student Representative's responsibilities shall include but not be limited to participation at all Board meetings as a representative of the student members, conducting the student meeting at the conference, and reporting to all members at the Annual Business Meeting.
- 5.9. A *Past-Presidents' Liaison* may be appointed, with approval of the Board, as an ex-officio member of the Board. This individual is a former president of the organization who has been off the Board for at least three (3) years. The purpose of the Past-Presidents' Liaison is to offer institutional memory as it relates to advising officers in the conduct of business and initiation of new policies. The term of office for the Past-Presidents' Liaison will be specified at the time of appointment and will be no more than three (3) years.

5.10. The Board may hire one or more employees to conduct the day-to-day activities of the organization. Candidates for any paid position will be screened and approved by the Board.

5.11. The Board may add no more than three (3) ex officio members as determined by the Board.

Article 6. Meetings

The Board shall determine the time and place of the Annual Conference. A Business Meeting of the Society must be held annually. No less than once per year, the Board will convene to conduct the business of the Society. Special meetings of the Society or of the Board may be called by the President and must be called by the President whenever requested by a majority of the Board or by a two-thirds vote of the membership. The President calls all meetings of the Board.

Article 7. Committees

Committees needed to conduct the business of the Society shall be appointed and dissolved by the President working in cooperation with the Board.

Article 8. Election of Officers and Directors

- 8.1.** A Nominations Committee consisting of the President and two members appointed by the President shall be instructed to prepare a slate of at least two names for the offices to be vacated (excluding the Student Representative; see Section 8.3). The Board will approve the appointment of the Nominations Committee. The President shall serve as chair. Any member of NASPSA may nominate candidates. All nominations will be considered by the Nominations Committee, which will determine a slate of two candidates for each position. The President will present the slate of candidates to the Communication Director for posting on-line in preparation for an on-line election. A majority vote of those members participating in the on-line election shall be required for election. The President will vote only in the event of a tie.
- 8.2.** The on-line election will commence prior to the conference start upon release of the spring newsletter, with official announcement of the candidates in that newsletter. On-line voting will be available for 10 business days following the announcement of candidates. The outcome of the election will be reviewed by the President and the Nominations Committee. The President will notify all nominees of the election results, followed by an announcement on the website.
- 8.3.** A first call for Student Representative nominations will be made at the student meeting held at the Annual Conference. A second call for Student Representative nominations will be made in the student column of the fall newsletter. Students interested in running for the subsequent term will be invited to submit their names and curriculum vitae (CV)'s to the current Student Representative prior to a deadline determined by the Board.

If more than two candidates have been nominated:

A Student Nominations Committee will be assembled, consisting of three graduate students: one appointed by each of the President, President-Elect, and Past-President. Members of the Student Nominations Committee cannot be from the same institution as any of the candidates. All nominations will be considered by the Student Nominations Committee, which will then determine a slate of two candidates for the position. The Student Nominations Committee will indicate their selections to the current Student Representative. The current Student Representative will present the slate of candidates to the Communication Director for posting on-line in preparation for an on-line election. A majority vote of those members participating in the on-line election shall be required for election. The President will vote only in the event of a tie.

Article 9. Amendments

Amendments to these By-Laws may be made by an affirmative vote of two-thirds of the members present at the Annual Business Meeting or by an affirmative vote of two-thirds of the membership in a mail or electronic ballot. Proposals to change the By-Laws will be included in the spring newsletter and discussed (with appropriate background information, rationale, and arguments) at the Annual Business Meeting prior to a vote.

Article 10. Miscellaneous Provisions

10.1. The officers, Board, and employees of NASPSPA shall be selected in a non-discriminatory manner. NASPSPA is committed to diversity in conducting its professional functions.

10.2. *Parliamentary Authority.* The rules contained in the current edition of Robert's Rules of Order shall govern NASPSPA in all cases which they are applicable and in which they are not inconsistent with the Bylaws and any special rules of order NASPSPA may adopt.

10.3. *Policies.* NASPSPA may adopt policies for the conduct of its affairs that are consistent with the By-Laws. Policies clarify the roles and responsibilities of the officers and standing committees. Policies specify the rules and procedures for implementing the By-Laws. Additions, deletions, and revisions to the Policies shall be made by the Board. A majority vote of the Board is required to adopt or amend the Policies.

10.4. *Earnings of the Corporation.* No part of the net earnings of the Corporation shall inure to the benefit of, or be distributed to its Directors, Officers or other private persons, during its existence, or at its termination, except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of its purposes.

10.5. *Prohibited Activities.* No substantial part of the activities of the Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, the Corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to

which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

10.6. *Dissolution.* In the event NASPSA is dissolved voluntarily or involuntarily, all the assets, funds, equipment, records, etc. shall revert to a similar non-profit organization or organizations for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code as the Board shall resolve. Any such assets not so disposed of, shall be disposed of by a Court of competent jurisdiction, located in the County in which the principal office of the Corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, but which are organized and operated so as to qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code.

Last Update: 6/8/2024 at Annual Business meeting, held virtually