

Chicago Society for Coatings Technology

STANDING RULES

(As amended November 2006)

ARTICLE SR I

Boundaries

The following is the description of the territorial boundaries of the Society currently in effect.

Starting at Chicago, northerly along the shore of Lake Michigan to Milwaukee, Wisconsin; westerly to Madison, Wisconsin; southerly to Rockford, Illinois; south easterly to Kankakee, Illinois, easterly to Fort Wayne, Indiana; continuing directly east to the Indiana-Ohio line; thence northerly along the Indiana-Ohio line to the Michigan line; thence westerly along the Michigan line to Lake Michigan and by the shore of Lake Michigan to Chicago.

ARTICLE SR II

Membership

A. Residence Requirements

Full, Educator and Student Membership is a privilege which may be offered to an individual who is eligible according to the provisions of Article II, Section A, of the By-laws, and in addition resides or is employed, or performs services within the territorial boundaries of the Society.

1. When residence or employment is not within the boundaries of the Society, the applicant shall be eligible if it is possible for him to attend Society meetings.
2. When residence or employment is on the boundary line between this and another Constituent Society or is in over-lapping territory application may be made to this Society.
3. When residence is in the territory of another Constituent Society, but employment or services performed are in the territory of this Society, application may be made to this Society.

B. Standard Form

A standard application for membership form is available from the Federation. All application for Full, Educator and Student, and Retired Membership, and for the transfer of Full Members from one firm to another within this Society must be made using the standard form.

C. Method of Election to Membership

1. An applicant for Full Membership must be proposed by a Full Member and be endorsed by another Full Member. If the Membership Committee approves the applicant, the application may then be submitted to the membership of the Society for first reading at a regular meeting of the Society, subject to election vote at a regular meeting of the Society not earlier than the meeting subsequent to that of the first reading. At the discretion of the Membership Committee, the Society Secretary may submit to the Society Membership written notice of the pending application, in lieu of the first reading. Such notice shall be mailed not less than ten days prior to the regular meeting designated for voting on the subject application. Election to membership shall be by a two-thirds favorable vote of the Members present and voting at a regular Society meeting. If the applicant is elected to Society membership, a copy of the application, bearing the Secretary's certification of election, shall be forwarded to the Federation for approval.
2. An applicant for Educator and Student Membership must be proposed by a Full Member and be endorsed by another Active Member. The application shall be processed in the same manner as an application for Full Membership.
3. An applicant for Retired Membership, after recommendation by the Membership or other appropriate committee of the Society shall be subject to election to membership by two-thirds vote of the members present and voting at any regular meeting of the Society .If the applicant is elected to membership, a copy of the application, bearing the Secretary's certification of election, shall be forwarded to the Federation.
4. An application for the transfer of a Full Member from one firm to another within this Society shall be proposed in the same manner as an application for Retired Membership. Any applicant for transfer shall be subject to the full procedure as if application were being made for a new membership, if the Executive Committee or Membership Committee decides this should be done.

D. Federation Honorary Membership

Nominations for Federation Honorary Membership shall be submitted to the Membership Committee and if approved, shall be referred to the Executive Committee. Approval shall require a ninety percent favorable vote of all Full Members present and voting by secret ballot. If approved by the Full Members, the Secretary shall complete the procedure specified in the Standing Rules of the Federation, thus subjecting the nomination to consideration by the Federation Board of Directors.

E. Society Honorary Membership

Nominations for Society Honorary Membership shall be subject to the same procedure as those for Federation Honorary Membership. If approved by the Full Members, the Secretary shall notify the Federation Executive Vice President that the nominee has been duly elected an Honorary Member of the Society

F. Relocation of Active Members

To allow a Full Member to continue in any elected office or appointed position for which Active Membership is required, within the Society, or within the Federation, it shall be construed that Full Membership exists for six months after the individual has left his last employment unless, for another reason, he becomes ineligible for Full Membership. Meeting notices shall continue if covered by dues or paid subscription.

G. Annual dues (Amended March 2003, Feb. 2002, April 1998, November 2006)

1. Full Members

Full Members includes individuals previously described as Active and Associate members. Full Members can be either CSCT Local only or FSCT Membership.

a.) CSCT Local Membership only

For the year 2006 and thereafter, The annual dues for full "CSCT Local" membership" shall be \$40.00, which is full membership in CSCT, but does not include "FSCT" membership and does not include a subscription to the FSCT publication, the "Journal of Coatings of Technology".

b.) CSCT and FSCT Membership

Annual dues for full FSCT membership shall be \$115.00 (\$40.00 for CSCT Local membership and \$75.00 for FSCT membership). This is full membership in both CSCT and FSCT. This membership also includes a subscription to the FSCT publication, the "Journal of Coatings of Technology".

2. Educator and Student Members

The annual dues for Educator and Student Members shall be \$20.00

3. Honorary Members

Society Honorary Members and Federation Honorary members shall not be required to pay dues. The Society shall pay the annual dues to the Federation for Society Honorary membership in the Federation.

4. Retired Members

Retired members of the CSCT shall not be required to pay dues.

5. Payment of Dues

Annual dues shall be payable on the first day of January and must be received by the Treasurer by the last day of April.

ARTICLE SR III

Committees

Amended Feb, 2002

A. General Provisions

1. Wherever the By-laws are specific to the composition, duties, or any other matter pertaining to committees, then the By-laws shall be followed, and anything in this Standing Rules shall not apply
2. The President appoints all committees, obtaining agreement to serve from prospective appointees during his year as Vice President.
3. The President and Vice President, by right of their offices, are members of all committees, and copies of all correspondence should be sent to them. Copies of important correspondence should be sent to the Treasurer and Secretary
4. No committee will commit the Society to the expenditure of funds not previously authorized for that committee by the Executive Committee.

B. Duties of Technical Committees

One or more Technical Committees shall conduct such technical work and research as it may determine to be for the best interest of the Society

C. Duties of Nominating Committee

The duties of the Committee are covered by Article VI, Section A, of the By-laws

D. Duties of Education Committee

This Committee shall conduct the Education related portion of the Society objectives, Article II, Constitution.

E. Duties of Bylaws Committee

1. The By-laws Committee shall provide officers or members of the Society in connection with the interpretation of the existing Constitution and By-laws request.
2. The By-laws Committee shall prepare and submit to the Executive Committee all proposals to amend the By-laws.

F. Duties of Program and Entertainment Committee

The Committee shall arrange all programs and entertainment for meetings. Its Chairman shall be the Vice President when one exists.

G. Duties of Membership Committee

This Committee shall solicit members and pass on all applications. Its Chairman shall be the Membership Chairman.

H. Duties of Manufacturing Committee

This Committee shall conduct the manufacturing related portion of the Society objectives, Article II, Constitution.

I. Duties of Yearbook Committee

1. This Committee shall collect, organize, and edit all materials deemed necessary to produce the Chicago Society for Coatings Technology yearbook
2. The Chairman shall be the Immediate Past President and the Committee will produce the yearbook on a regular or irregular schedule as requested by the Executive Committee.

ARTICLE SR IV

Scholarship Fund

(Established 1978)

Purpose

To establish an income generating account sufficient in size to maintain an ongoing scholarship support fund of \$2,000 annually.

Methodology

1. The Treasurer will be charged with maintaining interest-bearing accounts sufficient to generate interest income of \$2,000 annually. This interest bearing account will be derived from the excess income over expenses fro each fiscal year.
2. The Treasurer, in maintaining the interest bearing income account, shall assure that funds remain in general savings to maintain a good operating balance. This decision will rest with the Executive Committee based upon projection of Society financial needs.

3. If sufficient funds are invested to generate \$2,000 of interest income and excess monies are available in general savings, the Executive Committee may at its discretion fund various other scholarship, educational, or research programs it sees fit.

ARTICLE SR V

Expense Reimbursement Policy

(Established 1980)

1. The Executive Committee shall on an individual basis, consider requests for the reimbursement of a Society Member's expenses incurred while representing the Society at meetings, through presentations, or other matters of business. Criteria for approval will consist of relative merit and benefit to the Society, availability of other funding, and ability of the Member or the Member's employer to underwrite such expense in part or in whole.
2. This policy is primarily intended (but not limited) to reimburse expenses of Society Officers and Committee Chairmen attending customary Federation Meetings and expenses of Society Members who present papers on the Society's behalf at the Federation Annual Meeting.

ARTICLE SR VI

Honorarium for Technical Publications

1. The Society has allocated up to \$1,000 per calendar year to be used for honorariums for articles published by Society members in the name of the Society.
2. The policy will be to award \$100 per author, or \$300 maximum, per paper for any paper published in the Journal of Coatings Technology (JCT).
3. Any member, who has a paper they would like to be considered, should submit a copy of the manuscript to the Technical Committee chairperson. A copy of the JCT's letter of acceptance must also be submitted to the committee.
4. It is the intent of the Society that this award is a prestigious one, and a certificate of appreciation will also be presented along with the honorarium.

ARTICLE SR VII

Grant-in-Aid Scholarship, Education

Established 1981

(Amended June 1982, April 1983, February 1991, August 1991)

A. Purpose of Scholarship

To foster pursuit of a college education in the physical science by children of current members of the Chicago Society for Coatings Technology.

B. Requirements

1. A copy of your high school transcript that includes ACT and/or SAT scores where applicable. Undergraduates must include college transcripts.
2. A 100-word essay entitled "The Need for A College Education". Also to be Included, "how your selected area of major can be of benefit to you in the future".
3. Applicant must be the son or daughter of a Chicago Society member and said member is a current member for a minimum of two (2) years
4. Three letters of recommendation:
 - a.) One from the Principle, Guidance Counselor or Department Head
 - b.) One from a Teacher
 - c.) One from someone involved with your extra curricular activities, job or community affairs.
5. Curricula which may be pursued by applicant include all physical sciences, some examples are:
 - a.) Mathematics
 - b.) Computer Sciences
 - c.) Chemistry/Chemical Engineering
 - d.) Physics
 - e.) Engineering, Mechanical, Industrial, Environmental
6. Any accredited college or university leading to a degree in one or more of the above curricula is acceptable.
7. The Grant is not renewable and non transferable.
8. Recipient of award must maintain full time student status.

9. Award is paid directly to the college/university for application against tuition and fees.
10. Alternate awardees will also be selected in the event the original awardees fails to maintain all the requirements above.
11. Current members of the Federation of Society for Coatings Technology are not eligible for the grant-in-aid. Awardees shall not be eligible for Federation membership during the term of their award.

ARTICLE SR VIII

Joint Committee Funds, CPCA-CSCT

Established September 1984
(Amended January 2007)

A. Joint Ownership

1. It is understood and agreed by the parties hereto that the funds in the Joint Education Fund have heretofore been, and are owned jointly by the Chicago Paint & Coatings Association, Inc. and the Chicago Society for Coatings Technology on a fifty percent (50%) basis each.

B. Financial Procedures

1. The Executive Committee of the Chicago Society for Coatings Technology and the Chicago Paint & Coatings Association agree that in the interest of saving time paying bills, checks covering expenditures continue to be signed by an officer of the Chicago Paint & Coatings Association, with two signatures, one Society and one Association officer, required on checks in excess of \$600.00.
2. The officers of the Chicago Society approve expenditures in the amount of \$500.00 or over, or any expenditure that the Executive Secretary of the Chicago Paint & Coatings Association deems questionable, for Coatings Technology.
3. A financial report is to be issued to the officers of the Chicago Society for Coatings Technology by the Executive Secretary of the Association after each function, (SYMCO, Management Development Seminar, Paint Technologist Course etc:) listing the income and expenses, and balance in the checking account (#133027).