Section 7: Chapters

7.1 SRNT-Europe Bylaws

SRNT Europe bylaws
(December 2006)

SOCIETY FOR RESEARCH ON NICOTINE AND TOBACCO, Europe chapter

ARTICLE I
NAME

The name of this chapter of the Society shall be the "Society for Research on Nicotine and Tobacco Europe (SRNT Europe)."

ARTICLE II
DEFINITION, MISSION STATEMENT, AND GOALS

The mission and goals of the SRNT Europe will be identical to those of the "Society for Research on Nicotine and Tobacco, Inc. (SRNT)", for the European region.

ARTICLE III
MEMBERS

Members of SRNT Europe are the members of the "Society for Research on Nicotine and Tobacco, Inc." who reside in Europe.

ARTICLE IV
MEETINGS OF MEMBERS AND VOTING

1. *Time, Place, and Call.* The annual meeting of the SRNT Europe shall be held at such place and on such date as may be determined by the Board members of SRNT Europe.

2. *Voting.* Each Full Member of SRNT residing in Europe shall have one vote. In the election of the Board members of SRNT Europe, a plurality of the votes cast for the individual shall be elected.

ARTICLE V
BOARD MEMBERS

1. *Election.* The Board members are elected by European members of the Society for Research on Nicotine and Tobacco. The Board consists of 7 members who shall each serve for three (3) years. Each year, 2 new Board members are elected by the European membership in an election organized by SRNT Europe (see Annex for election procedure). The Member Delegate for

Europe is elected for three (3) years, by the European membership, in an election organized by the Society for Research on Nicotine and Tobacco, Inc. (SRNT).
Each year, after the election of the 2 new members, the Board constitutes itself by electing a President-Elect, a Secretary, a Treasurer, a Programme Committee Chair, and a Communication Officer. All members of the Board, including the Member Delegate for Europe, can be elected by the Board in any of the offices mentioned above. However, the President-Elect cannot be a Board member in his/her third year of mandate because upon completion of his or her term, the President-Elect shall become President. Upon completion of his or her term, the President shall become Immediate Past President. Any Past President, who has finished his or her term in the Board, can be consulted by the Board and invited to participate to Board meetings, without voting rights.

2. *Terms of Office*. The President, and the President-Elect shall serve a one-year term for each office.

The Secretary, the Treasurer, the Programme Committee Chair, and the Communication Officer can serve as long as they are Board members.

All Board members can be re-elected at the end of their term.

3. *Qualification for Office*. Any European Full Member of the Society for Research on Nicotine and Tobacco in good standing shall be eligible for nomination and election to any elective office.

4. *Vacancies*. If the office of President becomes vacant, the President-Elect shall fulfill the unexpired term; whether or not this person continues to serve as President during the year following the conclusion of the unexpired term will be at his or her discretion, subject to approval from the majority of the Board.

If any of the Board member positions becomes vacant, a special election will be held and the Board will re-constitute itself.

5. *Duties of Officers*. The duties of officers will be as hereinafter specified or as otherwise provided by law.

a) *President*. The President shall preside at and schedule meetings of the Board, the annual meeting of SRNT Europe, and any special meetings that may be called. The President shall prepare the agendas for said meetings. The President shall be responsible in all matters, stated or implied, that are related to the welfare, stature, and proper operation of SRNT Europe. The President shall perform such other duties as are necessarily incident to the office of President or as may be prescribed by the Board.

b) *President-Elect*. In the President's absence at any meeting except the annual Board meeting, the President-Elect shall be chairperson. In case of the absence, disability, or resignation of the President, the President-Elect shall perform the duties of the President. The President-Elect shall make nominations for approval by the Board for any appointed position which must be filled except as otherwise stated. The President-Elect shall work closely and cooperatively with the President on all executive matters.

c) ***Immediate Past-President*****.** The Immediate Past-President shall preside at the annual Board meeting in the absence of the President, and at all meetings in the absence of both the President and President-Elect.

d) ***Secretary.*** The Secretary shall assume responsibility for the minutes of all meetings. Minutes must be mailed to the Board members within one month after the meeting.

e) ***Treasurer*****.** The Treasurer is responsible for the receipt, custody, and disbursement of all funds of the Society. The Treasurer shall report on the financial condition of the Society to the Board and the European membership of the Society for Research on Nicotine and Tobacco at the annual meeting of SRNT Europe.

f) ***Programme Committee Chair.*** The Programme Committee Chair is responsible for proposing the members of the Programme Committee and organising the communication within its members. The proposal for members of the Programme Committee should be discussed and approved by the board of SRNT Europe.
The Programme Committee is giving advice on the content of the SRNT Europe conference each year, and the selection of speakers. The programme and speakers for the annual conference is discussed and approved by the board of SRNT Europe.

g) ***Communication Officer.*** The Communication officer will handle media relations, be responsible for preparing and distributing press releases, disseminate research findings of SRNT Europe members to the general public, handle the publication of any information with potential impact on public health relating to SRNT Europe activities.

h) ***Member Delegate for Europe*****.** The Member Delegate for Europe is charged with representing the broad-based interests of the European membership of the Society on the Board of the Society for Research on Nicotine and Tobacco Inc. (SRNT).

ANNEX

Election procedure

Each year two new Board members are elected. The call for candidates should be posted by the President of SRNT Europe on the SRNT listserv at the latest on the 15th June. Deadline for candidatures should be no later than 15th July. SRNT Europe members should then cast their vote no later than 1st September.

The election ballot should be distributed through the SRNT listserv. Votes should be sent by email to the President of SRNT Europe.

Candidates to the Board of SRNT Europe should be full members of SRNT residing in Europe. Their candidature should be seconded by two (2) SRNT Europe members. Each SRNT Europe member can only support two (2) candidates. Candidates should provide a very short CV of not more than 250 words, and complete the SRNT disclosure of competing interest form.