

**Colorado Section  
of the Society for Mining, Metallurgy and Exploration Inc. (SME)**

**BYLAWS**

**ARTICLE I  
Name**

The name of the Section shall be the Colorado Section of the Society for Mining, Metallurgy & Exploration Inc. (hereinafter, the "Section")

**ARTICLE II  
Purpose**

The aims and purposes of the Section shall be the promotion of mutual cooperation in furthering the objectives of SME by providing regular meetings for the free discussion of subjects relating to those objectives as well as subjects related to mineral industries.

**ARTICLE III  
Jurisdiction**

The jurisdiction of this Section will encompass the following counties in the state of Colorado: Adams, Alamosa, Arapahoe, Archuleta, Baca, Bent, Boulder, Broomfield, Chaffee<sup>4</sup>, Cheyenne, Clear Creek, Conejos, Costilla, Crowley, Custer, Denver, Douglas, Eagle<sup>4</sup>, Elbert, El Paso, Fremont, Gilpin, Grand<sup>4</sup>, Huerfano, Jackson, Jefferson, Kiowa, Kit Carson, Lake<sup>4</sup>, Larimer, Las Animas, Lincoln, Logan, Mineral, Morgan, Otero, Park, Phillips, Prowers, Pueblo, Rio Grande, Saguache, Sedgwick, Summit<sup>4</sup>, Teller, Washington, Weld, and Yuma (48 counties).

**ARTICLE IV  
Membership**

The Section membership shall consist of SME members and non-SME members within the geographic area of the Section.

- **SME members\*** (Professional, Registered, Student, Retired and Legion of Honor)
- **Non-SME members** with an interest in the advancement of the mining and minerals industry, including mining engineers, geologists and other allied professions.

\*all Section officers must be SME members

## ARTICLE V Officers

Section 1. The officers of the Section shall be a Chair, a Past Chair, Vice Chair, Treasurer, Secretary, Program Chair, and Publicity Director, each of whom shall be elected annually.

Section 2. The Executive Committee of the Section shall be composed of the aforementioned officers and at least one but no more than five other members of the Section. These Directors shall consist of the immediate past Chair, a member appointed by the Chair of each active subsection, and two other Directors elected by the membership of the Section. Only the above-named Board members shall have voting privileges. In addition, the most recent Past Chair present at a Board of Directors meeting shall be granted voting privileges for that meeting if an additional officer is required to establish a quorum. The Executive Committee shall function in all respects the same as a board of directors or board of managers of the Section.

Section 3. SME membership is a requisite to serve as a Section Officer or a member of the Section Executive Committee.

Section 4. All officers and members of the Executive Committee must be Members in good standing in SME.

Section 5. All officers must keep their contact information updated with SME.

Section 6. Officers shall continue to serve until their resignation or retirement or the election of their successors by the Members. A vacancy in any office or on the Executive Committee occurring between annual elections may be filled by the Executive Committee with the exception of the position of Chair of the Section. The Vice-Chair of the Section automatically will fill this vacancy.

## ARTICLE VI Election of Officers and Terms of Service

Section 1. No later than January of each year, the Chair, with the approval of the Executive Committee, shall appoint, a Nominating Committee composed of a minimum of three members of the Section to present a slate of at least one candidate for each office at the May meeting of the Section. Additional nominations may be made from the floor.

Section 2. The Executive Committee and the officers of the Section shall be elected at the May meeting of Section Members and the election shall be determined by a vote of the Members present. To be elected, each candidate must receive a simple majority of the votes of the Section Members present at the meeting.

Section 3. The Secretary of the Section must notify the SME of the new slate of officers each year no more than ten (10) days following the election ([sections@smenet.org](mailto:sections@smenet.org)).

Section 4. Terms of Service of officers and other Members on the Executive Committee elected by the Members shall begin on June 1 and end on May 31 of the subsequent year. Section membership is a requisite to vote for the Section officers or for the other members of the Executive Committee.

## ARTICLE VII Duties of Officers

Section 1. The Chair shall preside at all meetings of the Section and of the Executive Committee. He/she shall appoint all committees and perform all other duties that pertain to the direction of the Section. The Chair shall serve as Section Representative to the SME Council of Section Representatives.

Section 2. The Vice-Chair shall serve as Chair in the absence or incapacity of the Chair. The Vice-Chair serves as the Chair of the Colorado Section Scholarship Committee as provided in Article XIV, Section 2.

Section 3. The Secretary shall record the proceedings of the meetings of the Section and of the Executive Committee and will attend to all correspondence.

Section 4. The Program Chair shall be responsible for selection of speakers, arrangements of programs, decorations, entertainment, and incidental details related to meetings. He/she will notify the Publicity Director of meeting dates, meeting location, and other pertinent information to be distributed to the general membership.

Section 5. The Treasurer shall be responsible for the receipt and disbursement of all Section funds and shall have oversight responsibility for all subsection funds. He/she shall submit his/her records of accounts, along with those records of accounts from the subsections, to an audit committee composed of the Chair, Vice Chair, and the Treasurer. All records of accounts shall be submitted to the audit committee within four weeks after the end of the Sections fiscal year. In addition, the budget for the following fiscal year will be prepared and presented at the annual board meeting in May. Approved budget will be sent to the board following approval.

Section 6. The Publicity Director shall be responsible for the maintenance of the mailing list, both physical address and electronic address. He/she shall direct all mass communiqué with the section members as directed by the board. He/she shall coordinate and maintain the section website.

## ARTICLE VIII Dues and Finances

Section 1. Annual Section dues shall be as voted by the Executive Committee of the Section.

Section 2. The Treasurer shall pay the Section accounts payable from funds in the treasury of the Section. Similarly, the Treasurer of each subsection shall pay that subsections accounts payable from the treasury of the respective subsections.

Section 3. Only the Executive Committee may authorize financial obligations on behalf of the Section. Authorization of financial obligations on behalf of a subsection will be governed by the bylaws of that subsection.

Section 4. The fiscal year of the Section shall commence on July 1st and end on June 30th. Section financial statements must be provided to the SME Section Coordinator (sections@smenet.org) no later than November 15 annually.

## ARTICLE IX Meetings

Section 1. The annual meeting of the Section for the election of officers shall be held in the month of May.

Section 2. Regular meetings of the Section's Executive Committee and its Members shall be held as joint meetings each month from September through May of the year except December. Meetings of the Executive Committee shall be open to all Section Members except that the Executive Committee may vote to go into Executive Session without other Members present. The regular meeting day shall be the third Thursday day of each month.

Section 3. Special meetings of the Section or of the Executive Committee to consider important business, or to hear technical papers or discussions that cannot be scheduled at regular meetings, may be called by the Chair, with the approval of the Executive Committee.

## ARTICLE X Quorum

Section 1. A quorum at any regular or special meeting of the Section shall consist of ten Members, present in person (including telephonic participation) or by proxy.

Section 2. A quorum at a meeting of the Executive Committee shall consist of a majority of the members of the Executive Committee present in person, by telephone, or via email. Executive Committee members cannot vote by proxy but actions of the Executive Committee may be taken by written consent of the requisite number of Executive Committee members so long as all Executive Committee members receive prior written notice of the matters to be covered by the Consent and no Executive Committee member requests a meeting to consider the matters prior to its approval.

## ARTICLE XI Amendments to Bylaws

Amendments to these bylaws shall be made by a two-thirds vote of all Members present at a meeting, providing that all those members of the Section are in good standing and have been notified at least one week in advance of the meeting of the proposed amendments. Amendments will be reviewed by a staff liaison and if warranted, the amendments will be reviewed by the Structure & Governance Strategic Committee. After the SGSC approves the changes, they will be submitted to the SME Executive Committee. The SME Executive Committee must approve final amendments to Section bylaws.

## ARTICLE XII Disposal of Funds Upon Dissolution

On the dissolution of this Section, all funds remaining after the payment of its debts and obligations shall be turned over and paid to SME. Every effort will be made to use the funding for its original intention (professional development, scholarships or other support of the mining industry). This Article XII is not amendable during the existence of this Section.

## ARTICLE XIII Parliamentary Authority

Unless otherwise determined in a particular case by a vote of the Executive Committee or of the Members, as the case may be, Roberts' Revised Rules of Order shall be the official guide of this Section in conducting business at its meetings.

## Article XIV Committees

Section 1. Scholarship Committee: Each year at the September meeting of the Section, or as soon afterwards as practicable, the Chair shall appoint a Scholarship Committee for the purpose of administering the Section's Scholarship Program, which includes the Viola Vestal Coulter Scholarship. The Scholarship Committee shall consist of the committee Chair and two or more members selected from the current board and/or any available past Chairs of the Section. The Section Vice-Chair shall act as Chair of this committee. The Viola Vestal Coulter Scholarship shall be administered in accordance with the regulations of the Viola Vestal Coulter Scholarship Foundation, Inc. Coulter Scholarship recipients must be selected at least 30 days prior to the final date set by the Foundation.

Section 2. Auditing Committee: The audit committee shall have at least two members, at least one of which shall be a current member of the executive committee. If a member of the audit committee is not a current member of the executive committee, they must have served as a Section Chair or Section Treasurer in the previous five years. The Auditing Committee shall submit its report to the Section Treasurer within three weeks after receipt of the records and accounts from the Treasurer.

Section 3. Other Committees: The Chair may appoint other standing or special committees and charge them with the performance of such duties as he/she may assign. Such committees may include, but are not limited to, Mineral Information, Student Relations, Travel, Workshops, and Student Section Representatives.

## Article XV Subsections

Section 1. The Section may establish subsections or any member(s) of the Section in good standing may solicit the Executive Committee to establish a subsection.

Section 2. Approval to establish a subsection shall be made by a two-thirds vote of all Members and Associate Members present at a regular or special Section meeting, provided that all members of the Section have been notified at least one month prior to a vote, and a quorum of Section members are present. After approval by the Section membership, the Executive Committee of SME, Inc., must approve the creation of the subsection.

Section 3. The Section Chair or an appointed designee shall serve as a member of each subsections governing committee or board, and will regularly attend the meetings of the subsection(s) as available.

Section 4. Subsections shall establish their own bylaws, but must obtain approval of their bylaws by the Executive Committee of SME, Inc., and must file approved copies with the Colorado Section and with SME, Inc.

Section 5. Subsections shall use the SME, Inc., Federal Tax ID Number. Subsection Treasurers shall furnish records of accounts and financial reports to the Section Treasurer as requested by the Section or by SME, Inc. Requested records of accounts and financial reports are due within two weeks of request and/or two weeks prior to SME, Inc. tax reporting cutoff date.

## Article XVI Affiliations With Other Organizations

As long as the Colorado Section continues its membership in or liaisons with other organizations, the Chair of the Section shall act as the official delegate. The Vice-Chair shall act as alternate delegate in the event the Chair cannot attend these functions. In the event neither the Chair nor the Vice-Chair is available, the Section Chair shall appoint a delegate as necessary.

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Effective: June 15, 1971  
Amended: January 17, 1980  
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Amended: April 21, 1983  
Amended: May 24, 1984  
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Modified: 1987<sup>1</sup>  
Amended: October 20, 1988  
Modified: 1989<sup>2</sup>  
Amended: May 16, 1991  
Modified: April 18, 1996<sup>3</sup>  
Amended: September 20, 2001  
Amended: February 20, 2003  
Amended: September 16, 2004  
Modified: February 10, 2005<sup>4</sup>  
Modified: June 26, 2018<sup>5</sup>

<sup>1</sup> Changes occasioned by the separate incorporation of the Society of Mining Engineers.

<sup>2</sup> Changes occasioned by the parent organization's name change to Society for Mining, Metallurgy & Exploration Inc.

<sup>3</sup> Changes occasioned by TMS name change to The Minerals, Metals & Materials Society and by elimination of the member category called Junior Members.

<sup>4</sup> Changes occasioned by the addition of the Intermountain Section counties (Chaffee, Eagle, Grand, Lake, and Summit).

<sup>5</sup> Changes occasioned by the review of the Bylaws by the Executive Committee in order to comply with SME bylaw template standardization.