

Haiku Society of America Bylaws

As amended December 18, 2018

Article I: Name, Address and Purpose

1. This Society is known as Haiku Society of America, Inc. (hereinafter “HSA”), incorporated as a not-for-profit corporation under the laws of the State of New York.
2. The HSA’s official/legal address is:

Haiku Society of America, Inc.
P.O. Box 31
Nassau, NY 12123 USA.

This address may be changed only by a Certificate of Amendment of Certificate of Incorporation of Haiku Society of America, Inc. under Section 803 of the Not-For-Profit Corporation Law.

Address all membership correspondence to:

Haiku Society of America
c/o Secretary
at the mailing address or email address published on the HSA website and in current issues of HSA periodicals.

3. The purpose of the HSA is to promote the appreciation and the writing of haiku in English.

Article II: Membership and Privileges

1. Anyone who pays the annual dues established by the Executive Committee is entitled to membership. Annual membership is defined as twelve months, January 01 to December 31.
2. Honorary membership may be bestowed under special circumstances. Such Honorary membership may be recommended by any member and conferred by a majority vote of the Executive Committee.
3. All members are entitled to vote on all HSA business that is decided by vote. All members are eligible to serve as officers and committee members.
4. Each member receives: A copy of these Bylaws; the HSA’s general information; notices of meetings; timely announcements of contests; issues of the HSA’s periodical publications.

Article III: Officers and Elections

1. The Officers of HSA are: President, First and Second Vice-Presidents, Secretary, Treasurer, Frogpond Editor, Newsletter Editor and Electronic Media Officer. Officers are elected by a majority vote of the general membership.
2. The Executive Committee (E.C.) consists of all Officers.
3. Nominations for the following year’s officers are made sometime early in the autumn in response to an announcement from the Executive Committee. Nominations are made by the Nominating Committee, or by any member, to the President. Nominations may be made in person, in writing or by electronic means. To be placed on the ballot, a nominee must accept nomination.

4. Links to an on-line voting service are sent to all members after nominations are closed. Paper ballots will be sent to the few who are not connected electronically. Completed paper ballots must be returned to the Secretary within two weeks of transmission. Ballots are tallied by individuals designated by the President, and results are announced to all members.
5. Officers assume office in January for a term of one year and may serve again in following years. Between annual elections, the President fills vacancies on the Executive Committee with the consent of a simple majority of the Executive Committee.

Article IV: Regional Coordinators

1. The HSA comprises several regions to recognize the geographical distribution of members. A coordinator for each region is elected by the members within the region. Whenever necessary, the number and boundaries of regions may be reviewed by the Executive Committee in consultation with the Regional Coordinators of affected regions. Regions may be consolidated or otherwise adjusted to maintain manageable membership size. if the number of members in a region drops to an unrealistically small group or increase to unmanageable sizes.
2. Regional Coordinator must reside in the region in which they serve. Candidates are nominated at the same time and in the same manner as candidates for executive office.
3. Names of candidates for Regional Coordinator are placed on the annual ballot mentioned in Article III, paragraph 3, and identified by region. A member may vote only for a candidate running for Regional Coordinator of the region in which the voting member resides.

Article V: Duties of Officers and Regional Coordinators

1. The President assumes general supervision of the HSA; presides at all regular and Executive Committee meetings; appoints committee members and chairpersons, except as otherwise stipulated in these Bylaws; and is responsible for publicity and public relations, for which a special assistant may be named as required. With the approval of a majority of the Executive Committee, the President may contract for services on behalf of the HSA. The President coordinates the structure and process of the Nominating Committee for the annual elections. The President nominates an editor for the annual Members' Anthology, which must be ratified by a vote of the Executive Committee.
2. The First Vice-President advises the President on matters concerning the HSA, assists the President with the responsibilities described above, and performs the duties of the President in the latter's absence. The First Vice-President acts as liaison between the Executive Committee and the Regional Coordinators when necessary. The annual Merit Book Awards are coordinated by the First Vice-President.
3. The Second Vice-President assists the President with the responsibilities described above, in addition to promoting and administering all HSA contests except the Merit Book Award.
4. The Secretary records attendance at the Executive Committee meetings, records minutes of these meetings and ensures that a brief summary of the minutes is distributed to the other officers within a few days of the meeting. The Secretary records and updates in a timely fashion a membership database containing contact information for all members. The Secretary prepares reports to assist other officers and Regional Coordinators, including but not limited to providing members' contact information, and supplying membership statistics to the Treasurer. Other responsibilities include preparing reports to assist the editor of Frogpond, backing up the membership database on a regular basis and forwarding materials to the Officers. Chief among this last is to provide the Newsletter Editor a current list of members' contact information on a

monthly basis.

5. The Treasurer receives all of the HSA's funds; keeps detailed account books; presents a report at each meeting of the HSA and/or in the Newsletter; presents an annual report at the first meeting of each year and/or in the Newsletter; and prepares all financial reports required by the government. The Treasurer is responsible for keeping all financial records for the preceding three years, or for such other interval as may be established by applicable government agencies.
6. The Periodical Editor edits and coordinates the production of the periodical publication of the HSA, Frogpond, and may enlist the aid of associate editors.
7. The Newsletter Editor designs, edits and produces the HSA's newsletter.
8. The Electronic Media Officer maintains and updates the Haiku Society of America web site. This includes managing the web domain and web hosting. The Electronic Media Officer maintains an archive of Frogpond and HSA awards.
9. The Regional Coordinators keep the President, Secretary and Newsletter Editor informed of activities relevant to the goals of the HSA in their respective regions. Regional Coordinators are encouraged to conduct such programs and activities as a majority of the members of the HSA living in their regions may desire. Regional Coordinators may convene regional meetings at times and places convenient to members living in their regions, provided all HSA members residing in the region and the President and Secretary of the HSA are notified in advance of such meetings. Meetings so convened may be described as "Regional Meetings of the Haiku Society of America, Inc.," but may not conduct business on behalf of the HSA as a whole.

Article VI: Dues

1. Dues are reassessed by the Executive Committee annually, in the fall. Changes in dues for the upcoming year are announced to the membership through the Newsletter before October 01 of the current calendar year. Dues are payable at the beginning of the new year. Annual dues cover twelve months' membership, January 01 to December 31.

Article VII: Committees

1. The Executive Committee may, by a simple majority, establish and disband standing committees and establish appoint their chairpersons as needed.
2. The President, with the approval of the Executive Committee, has the authority to appoint and disband ad hoc committees from time to time as needed to conduct the business of the HSA.

Article VIII: Meetings

1. The HSA sponsors two or three meetings per year in coordination with Regional Coordinators and groups.
2. Executive Committee meetings are conducted by teleconference several times per year, with report of decisions being transmitted to the membership as needed. Action by the Executive Committee shall require approval by a simple majority of the members of the Executive Committee, whether present or absent.
3. All meetings of the HSA are conducted in accordance with Robert's Rules of Order.

Article IX: Amendments

1. Amendments to these Bylaws may be proposed by the Executive Committee, by a committee formed for the purpose, or by petition from any ten HSA members. Such proposals must be sent to the President. Within three months of receipt, the Executive Committee will distribute details of the proposal and provide a mechanism through which all members will be able to cast their ballots. Ballots must be returned to the Executive Committee by the membership within thirty days. Provided that more than 25% of HSA membership return a ballot, an amendment shall be ratified by a two-thirds vote in favor.
2. Results of the vote will then be reported to the membership by publication the next newsletter, but no later than 60 days. The amendment takes effect immediately upon ratification, unless otherwise provided in the text of the amendment.