ARTICLE I

NAME AND SYMBOL

The name of this organization shall be the Appalachian Studies Association. The symbol shall be the mountain symbol as it appears on Appalachian Studies Association stationery and publications.

ARTICLE II

ARTICLES OF ORGANIZATION

This association is a not-for-profit corporation organized under the laws of the state of Kentucky. Its "articles of organization" shall include these bylaws and the articles of incorporation as submitted to the state of Kentucky.

ARTICLE III

PURPOSES

The purposes of this organization shall be:

(1) To foster cooperation among Appalachian writers, artists, scholars, and members of Appalachian-oriented organizations, agencies, and communities;

(2) To further the exchange of information concerning Appalachian people and the Appalachian region including such items as knowledge of research projects, research data and findings, creative work, academic programs, and community-based programs through such means as conferences and newsletters;

(3) To further the goals of scholarship, teaching, and learning about Appalachian people and the Appalachian region;
(4) To stimulate new work of significance in the field of Appalachian studies by communicating research information as well as a concern about research activities which affect public policy regarding Appalachian people and the Appalachian region. This association shall encourage broad-based participation in all of its activities and diversity among participants.

MISSION STATEMENT

The mission of the Appalachian Studies Association is to promote and engage dialogue, research, scholarship, education, creative expression, and action among a diverse and inclusive group of scholars, educators, practitioners, grassroots activists, students, individuals, groups and institutions. Our mission is driven by our commitment to foster quality of life, democratic participation and appreciation of Appalachian experiences regionally, nationally and internationally.

ARTICLE IV
ARCHIVES AND HISTORY

Section 1. The archives of the association shall be located at Berea College, Berea, Kentucky.

Section 2. The history of the association shall be maintained by an association member (archivist/historian) appointed by the president. The archivist/historian will also be the Special Collections Committee Chair.

ARTICLE V
PUBLICATIONS

Members shall receive all publications of the association whether or not they attend the annual conference.

Section 1. Newsletter.

Appalink, the official newsletter of the Appalachian Studies Association, shall be published two times annually and include membership ballots, election information and the president’s message.

Section 2. Journal.

The Journal of Appalachian Studies [JAS] shall be edited and published by the Appalachian Studies Association [ASA]. Members of the Association will receive a subscription to the journal as part of their annual membership package. Financial support provided by the ASA for the publication of the journal shall be in accordance with the following guidelines:
1. The JAS will be multi-disciplinary in its selection of articles, general publishing orientation, and Editorial Board and Staff members. It will attempt to provide a disciplinary balance in its selection of manuscripts over the long term.

2. The JAS will be a peer-reviewed publication.

3. The JAS Editor will be appointed by the ASA President, based upon the recommendation of the JAS Editorial Board, for a four-year term. The term may be indefinitely renewed in four-year increments so long as the Editorial Board agrees that the current Editor should continue to hold the position.

4. The JAS Editor will be free to appoint Editorial Staff members, upon recommendation of the Editorial Board, to assist with the publication of the journal. The ASA Executive Director and Office Manager will operate as the Managing and Assistant Managing Editors, respectively.

5. New members of the JAS Editorial Board will be appointed by the JAS Editor with approval of current JAS Editorial Board members.

6. Inactive members of the JAS Editorial Board will be replaced if they become unresponsive to manuscript review requests, do not participate in e-votes or discussions pertinent to JAS business, or do not make contact with the JAS Editor or fellow board members to explain their absence. “Inactive” shall be defined as a period of no less than twelve months. A majority vote must be taken by active members of the JAS Editorial Board to remove an inactive member.

7. Members of the JAS International Board of Advisors will be appointed by the JAS Editor upon recommendation of the ASA Steering Committee.

8. The JAS Editor may opt to publish special issues of the journal, provided that the Editorial Board is in agreement and additional sources of funding can be secured.

9. Calls for journal submissions will be regularly announced via the ASA Members LISTSERV and relevant media outlets.

The terms of this agreement are open to review and re-negotiation by the JAS Editorial Board and elected representatives of the Association.

**ARTICLE VI**

**BASIC POLICY**

The following are basic policies of this association:

A. The association shall be noncommercial, nonsectarian, and nonpartisan.
B. The name of the association shall not be used in any connection with a commercial concern or with any partisan interest or for any purpose not appropriately related to promotion of the purposes of the association.

C. 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 any candidate for public office. Nor shall the corporation directly or indirectly participate or intervene in any way in any political campaign on behalf of or opposition to, any candidate for public office.

D. The association may cooperate with other organizations and agencies concerned with the welfare of the citizens of Appalachia, but persons representing the association in such matters shall make no commitments that bind the association.

E. The association intends to be a forum for divergent views, illuminating issues, providing information, and encouraging an awareness of the complexity of issues facing the people of Appalachia.

F. In the event of dissolution of the association, its assets shall be distributed for one or more of the exempt purposes specified in Section 501c(3) of the Internal Revenue Code of 1954 as from time to time amended.

**ARTICLE VII**

**MEMBERSHIP AND DUES**

Section 1. **Eligibility.** Membership in the Appalachian Studies Association shall be open to any individual with an interest in the Appalachian region and shall be available without regard to race, color, creed, sex, age, national origin, sexual orientation, gender identity, or disability.

Section 2. **Categories.** There shall be two (2) categories of membership in the association. These are: Regular and Student.

Section 3. **Dues.** Membership and conference fees shall be reviewed annually by the steering committee.

**ARTICLE VIII**

**MEETINGS**

Section 1. **Annual Meeting.** There shall be one annual meeting of the Appalachian Studies Association called the Appalachian Studies Conference. This meeting shall be held in the spring of each year. The annual Business Meeting shall be held during this meeting.
Section 2. **Site Considerations.** The following criteria shall be used in selecting the site for the conference:

a. Regional Rotation

Conference sites shall be selected on the basis of a scheduled regional rotation system, starting with the Appalachian portions as defined by the Appalachian Regional Commission of the following states: (1) Georgia, Alabama, South Carolina, North Carolina, Tennessee, and Mississippi; (2) Virginia, Kentucky and West Virginia (except panhandles); and (3) West Virginia panhandles, Ohio, Pennsylvania, Maryland and New York and so in that order.

Deviations from this sub-regional rotation system must be approved by the Steering Committee.

b. Spatial Considerations and Financial Sponsorship

The conference host should be familiar with the space and financial needs of the conference. This information can be found in the conference guidelines.

c. Auxiliary Services

Host institutions should be sought where there is a willingness to contribute in-kind support for the work of the program chairperson and the local arrangements committee.

d. Type of Site

Both academic and non-academic sites shall be considered for the conference.

Section 3. **Mid-Term Meeting.** There shall be a conference follow-up meeting of the newly elected officers and steering committee following each conference. The agenda for this meeting shall be determined by the president. The program committee shall meet as necessary.

Section 4. With the exception of the Annual Conference and the Annual Business Meeting, business of the association may be conducted through teleconference and by electronic means.

Section 5. Election of officers and other voting or balloting necessary for the organization may take place electronically, through teleconferencing or by written ballot.
ARTICLE IX
OFFICERS

Section 1. Officers. The officers of the Appalachian Studies Association form the Steering Committee and shall consist of

a. Elected Officers

(1) President

(2) Conference Chairperson (Immediate Past President)

(3) Immediate Past Conference Chairperson

(4) Vice-President (President Elect)

(5) Secretary

(6) Treasurer

(7) Program Chairperson

(8) Immediate Past Program Chairperson

(9) Program Chairperson Elect #1

(10) Program Chairperson Elect #2

(11) At-large Steering Committee Members (up to eight)

(12) Y’ALL Steering Committee Members (two)

b. Appointed Officers

(1) Archivist/Historian

(2) Journal Editor

(3) Ex-officio Executive Director

(4) Liaison Officer

(5) Scholarship Chairperson
Section 2. **Eligibility.** All officers must be members of the association.

Section 3. **Term of Office.** The following shall be terms of office for each of the officers:

a. **Elected Officers**

(1) Vice-President (President Elect)/President/Conference Chairperson (Immediate Past President)/Past Conference Chair (four years)

(2) Secretary (three years)

(3) Treasurer (three years)

(4) Program Chairperson Elect (two years)/Program Chairperson/Immediate Past Program Chairperson (four years total)

(7) At-large Steering Committee Member (up to eight) (four years)

(8) Y’ALL Steering Committee Member (two) (two years, staggered)
b. **Appointed Officers**

All appointed Officers shall serve a term of four years renewable as voting members of the Steering Committee. Appointed officers are appointed by the President in consultation with the Nomination and Executive Committees.

(1) Archivist/Historian

(2) Journal Editor

(3) Ex-officio Executive Director (one year, renewable)

(4) Liaison Officer

(5) Scholarship Chairperson

(6) Finance Chairperson

(7) Membership Chairperson

(8) Communication Chairperson

(9) Awards Chairperson

(10) *Appalink* Editor

(11) Silent Auction Coordinator

(12) Education Chairperson

(13) Diversity and Inclusion Chairperson

(14) Ex-officio Office Manager (one year, renewable)

(15) International Connections Chairperson

Section 4. **Nominations and Elections.** The nomination and election of candidates for office in the association shall occur in the following manner:

a. A nominating committee chaired by the vice president will consist of the executive committee, as well as the chair of the Diversity and Inclusion Committee.
b. A Call for Nominations shall be published in the fall issue of *Appalink*.

c. A slate of officers and committee members shall be selected by the nominating committee. A ballot with biographical information on each nominee, shall be printed in the pre-conference issue of *Appalink*. Space shall be provided on the printed ballot for write-in candidates. Additionally, an electronic ballot will be sent to all current members via the association listserv. Ballots must be returned to the chairperson of the nominating committee for tabulation. The Chairperson of the Nomination Committee counts all *electronic and paper* ballots and reports results to the membership at the annual business meeting and publishes results in *Appalink*. Tied elections will be voted upon by members present at the annual business meeting.

Section 5. **Reelection.** No elected officer or member of the steering committee may serve in the same capacity for more than two full successive terms.

**ARTICLE X**

**DUTIES OF OFFICERS**

Section 1. **President/Conference Chairperson (Immediate Past President)/Immediate Past Conference Chairperson.**

a. The President’s term consists of four years:
   1. One year as President-Elect
   2. One year as President
   3. One year as Conference Chair
   4. One year as Past Conference Chair

b. The President shall (Year 2):
   1. Preside at all meetings of the association and steering committee;
   2. Perform other duties as may be prescribed by these bylaws or assigned to this position by the association or by the steering committee;
   3. Provide steering committee leadership;
   4. Implement the long-range plan;
   5. Direct fundraising efforts and serve as spokesperson for the promotion of the association and its goals;
   6. Coordinate the work of the officers and committees to promote association objectives; and
   7. Mentor the President-Elect.

c. Shall as Conference Chair (Immediate Past President) (Year 3):
1. Work with program chair to collaboratively envision the conference program and host the conference; and
2. Raise money for their conference year.

d. Shall as Past Conference Chair (Year 4):
   1. Participate as a member of the Steering Committee;
   2. Mentor current Conference Chair; and
   3. Provide final conference report and budget to Steering Committee.

Section 2. **Vice-President/President Elect.**

a. The Vice-President/President-Elect’s term consists of 4 years:
   1. One year as Vice-President/President-Elect
   2. One year as President
   3. One year as Conference Chair/Past-President
   4. One year as Past Conference Chair

b. The Vice-President/President-Elect shall
   1. Assist the president;
   2. Perform the duties of the president in that person’s absence;
   3. Review and revise the bylaws;
   4. Prepare budget for conference they will chair two years from assuming this office;
   5. Recruit a host for the conference in the year in which they will be Past-Conference Chair; and
   6. Chair the nominating committee

c. The vice-president becomes president in the year following the term as vice-president/president elect and succeeds to the office of president should the office become vacant before the term expires.

Section 3. **Secretary.**

The secretary shall record the minutes of all meetings of the association and the steering committee, as well as post approved minutes to the electronic archive; and shall maintain a copy of the association bylaws, articles of incorporation, and *Robert’s Rules of Order.*

Section 4. **Treasurer.**

a. The treasurer shall:

   1. Provide financial oversight of association funds, accounts, and policy through the administrative office;
   2. Present the annual statement and an assessment of the financial condition of the association at each annual meeting of the association and at other times when requested by the steering committee;
3. Examine the books and provide regular reports to the steering committee; and
4. Work with the association’s Executive Director and CPA.

b. The administrative office shall:

1. Maintain custody of all funds of the association;
2. Keep full and accurate account of receipts and expenditures;
3. Disburse funds in accordance with the budget adopted by the steering committee;
4. Make no disbursements not included on or exceeding the line item in the relevant fiscal year’s budget without the advice and consent of the treasurer; and
5. Provide the treasurer with an annual review and a full financial statement for association accounts at least annually.

Section 5. **Program Chairperson/Immediate Past Program Chairperson.**

In collaboration with the conference chair, the program chairperson shall:

a) Oversee the planning and efficient operation of all aspects of the annual conference;
b) Officiate at all meetings of the program committee; c) Appoint up to 4 members to program committee;
d) Appoint a local arrangements chairperson and local arrangements subcommittee members; e) Become Immediate Past Program Chairperson after the annual conference; and
f) Serve on the program committee for the next conference and assist with program continuity in an advisory capacity.

Section 6. **Program Chairperson Elect.**

The Program Chairperson Elect shall

a) Recruit and assemble program committee members and local arrangement committee members for the officer’s specific conference. b) Lead conference program organizing; c) Assist the President with negotiations for conference support; and d) Become the Program Chairperson of the conference for which the officer is elected.

Section 7. **At-large Steering Committee Member.**

See Article XI, Section 1.

Section 8. **Archivist/Historian Special Collections Committee Chairperson**
The archivist/historian shall be the committee chair person for the Special Collections Committee and be responsible for maintaining the association’s timeline and for collecting and preserving documents related to the activities of the Appalachian Studies Association in the association archives at Berea College, Berea, Kentucky.

Section 9. **Journal Editor.**

The journal editor shall be responsible for editing and publishing the *Journal of Appalachian Studies*.

Section 10. **Executive Director.**

The Executive Director shall be responsible for the day-to-day operation of the ASA administrative office.

Section 11. **Liaison Officer.**

The liaison officer shall be responsible for facilitating and communicating transactions between the ASA and its institutional base.

Section 12. **Office Manager.**

The office manager assists the executive director in the day-to-day operations of the administrative office.

Section 13. **Scholarship Committee Chairperson.**

The scholarship committee chairperson shall be responsible for maintaining the scholarship committee and leading it in decision-making about scholarship funding and allocations, and regularly communicating the results of the committee’s work to the steering committee.

Section 14. **Finance Committee Chairperson.**

The finance committee chairperson, appointed by the president, shall be responsible for maintaining the finance committee, leading it in producing budget forecasts and fundraising strategies, and regularly communicating the results of the committee’s work to the Steering Committee.

Section 15. **Membership Committee Chairperson.**

The membership committee chairperson shall be responsible for devising strategies to ensure that the membership base remains sustainable, engaged, and diverse.
Section 16. **Communication Committee Chairperson or Co-chairpersons.**

The Communications Committee Chairperson or Co-chairpersons, appointed by the ASA President, shall be responsible for ensuring that information for all association communication formats is submitted for publication in print or online and is completed in a timely manner.

Section 17. **Awards Committee Chairperson.**

The role of the Awards Chairperson is to coordinate the publicity, nomination, selection, and presentation process for the awards given by the ASA. The chair will serve as master of ceremonies each year at the Appalachian Studies Conference to ensure meaningful yet efficient presentation of the awards. The Award’s Chair will also be certain of which recipients will be present.

Section 18. **Appalink Editor.**

The Appalink Editor shall be responsible for the publication of Appalink.

Section 19. **Young Appalachian Leaders and Learners (Y’ALL) Steering Committee Members.**

The Y’ALL Steering Committee members act as co-chairs of the Y’ALL committee and work collaboratively with the President in support of the conference.

Section 20. **Education Committee Chair.**

Appointed by the ASA President, the Education Committee Chair is responsible for communicating with and calling meetings of the Education Committee for the purpose of dispersing information, educating the membership about programs and projects in the region, planning panel conference sessions that focus on the topic of education, and managing the annual Award for Excellence in Teaching Appalachian Studies.

Section 21. **Diversity and Inclusion Chair.**

The diversity and inclusion chair shall be responsible for devising strategies to insure that the membership, leadership, conferences and publications of the organization represent the full spectrum of the populations of the Appalachian region.

Section 22. **Silent Auction Committee Chair.**

The silent auction chair or co-chairs shall be responsible for coordinating all solicitation efforts, documentation, marketing, and management of the annual Howard Dorgan auction and will liaise with the program committee to coordinate local donations. Silent
auction chair or co-chairs will provide documentation of all monies received to the ASA office and will transfer monies to office staff at close of auction.

Section 23. **International Connections Chair**

The International Connections Chair is responsible for facilitating conversations within the International Connections Committee to advance ASA members’ engagement with scholars and activists outside the United States whose work intersects with Appalachian studies, such as practitioners of mountain studies and regional studies.

**ARTICLE XI**

**COMMITTEES**

Section 1. **Steering Committee.**

Members of the steering committee shall include all officers (elected and appointed), with terms of office as outlined under Article IX, Section 3. In addition, up to eight at-large members, having four-year terms, shall be elected.

a. **Election of at-large steering committee members.** At-large members shall serve for four (4) years, with two new members being elected each year. At-large members are expected to attend all steering committee meetings and shall be elected by written ballot as described in Article IX, Section 4.

b. **Duties of steering committee.** The duties of the steering committee shall be:

(1) To transact necessary business in the intervals between association meetings and such other business as may be referred to it by the association;

(2) To create standing and special committees;

(3) To oversee the work of the program committee;

(4) To approve an annual budget and request an official audit as needed.

c. **Quorum.** A simple majority of members of the steering committee shall constitute a quorum. All actions accepted by a quorum shall be deemed legal. Other voting procedures will follow *Robert's Rules of Order*. 
d. **Meetings.** The steering committee shall meet at least twice during the year. Other meetings may be called as deemed necessary by the president.

Section 2. **Program Committee.**

a. **Membership.** The program committee shall consist of:

(1) Program Chairperson (for the current year conference)
(2) Program Chairpersons Elect # 1 and #2 (elected as chairpersons for each of the next two conferences)
(3) Local Arrangements Chairperson (appointed by the Program Chairperson)
(4) Association President, ex-officio
(5) At-Large Members (up to four members)
(6) Additional members (up to four additional members may be appointed by the Program Chairperson)
(7) Immediate Past Program Chair
(8) Conference Chair (ex-officio)
(9) Community Liaison

b. **Election of Program Chairperson**
The Program Chairperson shall serve a four-year term in service of a specific future conference, and shall be elected concurrent with the Vice-President who will serve as Conference Chairperson for that conference. In the first and second years, this officer is designated “Program Chair Elect.” In the year of this officer’s conference program, this person is designated “Program Chairperson.” In the year following this officer’s conference program, this person is designated “Immediate past Program Chairperson.” The Program Chairperson Elect shall be elected by written ballot as outlined in Article IX, Section 4.

c. **Election of at-large program committee members.**
At-large program committee members for a conference shall be elected in the year following the election of the Program Chair Elect. At-large program committee members shall serve a two-year term and shall be elected by written ballot as outlined in Article IX, Section 4.

d. **Duties of program committee.** The program committee shall be responsible for the visioning, planning, and execution of the program for the annual conference including performing or overseeing:

(1) Preparation of the Call for Papers;
(2) Review and selection of papers and presentations for the conference;
(3) Provision of a preliminary program and pre-registration materials; and
Section 3. **Local Arrangements Subcommittee.**

a. **Membership.** The local arrangements subcommittee shall consist of:

(1) Program chairperson
(2) Local arrangements subcommittee chairperson
(3) Other members appointed by the program chairperson.

b. **Duties.**

The local arrangements committee shall be responsible for making all necessary site arrangements including selecting menus, selecting entertainment, selecting meeting and banquet rooms, and carrying out any other activities deemed necessary for a successful conference.

Section 4. **Ad Hoc Committees.** Special or ad hoc committees may be appointed by the president or by the steering committee as needed.

Section 5. **Nominating Committee.** The nominating committee, chaired by the vice president, shall be appointed by the president each year and will consist of the executive committee, as well as the chair of the Diversity and Inclusion Committee. This committee will nominate individuals to all vacant elected and appointed offices of the ASA. The nominating committee shall solicit nominations from the ASA membership by issuing a call for nominations in the fall edition of the ASA newsletter, Appalink. The committee shall report its slate of nominees to the steering committee at its fall meeting and to the ASA membership through a ballot in the spring edition of Appalink.

Section 6. **Scholarship Committee.**

a. **Membership.** The scholarship committee shall consist of the chairperson and from three to six regular members appointed by the ASA president to rotating terms. The ASA Executive Director, Silent Auction Coordinator, and the vice president/president elect will also serve as *ex officio*, nonvoting members of the scholarship committee.

b. **Duties.** The scholarship committee shall receive all suggestions from ASA members, assist with fund raising for scholarships, devise and implement a mechanism for allocating funds raised for scholarships, and cooperate with the Treasurer and Executive Director in accounting for all scholarship funds dispersed. Decisions of the Scholarship Committee shall be communicated to the steering committee for its approval.
Section 7. **Finance Committee.**

a. **Membership.** The finance committee shall consist of the chairperson and from three to six regular members appointed by the ASA president to rotating terms. The ASA treasurer, scholarship committee chairperson, liaison officer, and Vice President/President Elect shall serve as members of the committee; the Executive Director shall serve as a nonvoting member.

b. **Duties.** In conjunction with the treasurer and Executive Director, the finance committee shall develop three-year projected budgets for both the annual conference and the overall association, recommend and assist in the implementation of fundraising and development strategies, and respond to special requests from the Steering Committee. Recommendations of the finance committee shall be communicated to the steering Committee for its approval.

Section 8. **Membership Committee.**

a. **Membership.** The Membership Committee shall consist of the chairperson and at least two regular members appointed by the ASA president to three-year rotating terms. The committee will include at least one scholar (with survey, statistical or research methods training) and at least one community/activist representative. The ASA Executive Director and the Scholarship Committee chairperson shall serve as ex officio nonvoting members of the committee.

b. **Duties.** The committee will collect information about ASA members and devise strategies to ensure that the membership base remains sustainable, engaged, and diverse. The Membership Committee will report information to the Steering Committee and will collaborate with the ASA Executive Director and office staff in the collection of information regarding ASA membership matters.

Section 9. **Communications Committee.**

a. **Membership.** The Communications Committee shall consist of the Chairperson or co-chairpersons and committee members responsible for public relations. In addition, the Communications Committee chairperson may appoint three (3) additional ASA members to the committee who will serve as liaisons to all other standing committees, ensuring strong communication among committees and consistent reporting to the membership.
b. **Duties.** The committee will request, collect, and report information for Appalink, the ASA website and social media. The committee will coordinate with ASA President, Conference Program chair, and Local Arrangements Chair for release of conference news.

Section 10. **Education Committee.**

a. **Membership.** The Education Committee shall consist of the Chairperson and at least five appointed ASA members who express interest in serving.

b. **Duties.** The committee will explore educational opportunities for the association, both in the community and in the academy, including planning and executing an ASA conference session focusing on education. The committee will likewise manage the annual Award for Excellent in Teaching Appalachian Studies, including putting out a call for nomination each fall in Appalink.

Section 11. **Executive Committee.**

a. **Membership.** The Executive Committee shall consist of the ASA President, past ASA President, Vice-President/President Elect, Secretary, Treasurer, the Chair of the Diversity and Inclusion Committee, ASA Executive Director (ex-officio), and the Office Manager (ex-officio).

b. **Duties.** The Executive Committee will serve and advise at the President on business and concerns that may come before the Steering Committee. The Executive Committee will consult the Steering Committee as needed.

Section 12. **Diversity and Inclusion Committee**

a. **Membership.** The committee shall consist of the chairperson and a minimum of four members appointed by the ASA president in rotating terms. Other members are welcome to volunteer with the committee as well. The committee will work closely with the Membership Committee, the Nominating Committee, and the Program Committee.

b. **Duties.** The Diversity and Inclusion Committee works to insure that the membership, leadership, conferences and publications of the organization represent the full spectrum of the populations of the Appalachian region, in terms of race, class, gender, sexual orientation, age, and life work. To gain the maximum benefit from our diverse membership and leadership, the committee works to insure that every member feels welcomed, valued, respected and supported,
so that each individual feels a part of a whole that is greater than the sum of its parts.

Section 13. **Young Appalachian Leaders and Learners (Y’ALL) Committee.**

a. **Membership.** The committee shall consist of two co-chairpersons (elected as Y’ALL Steering Committee members) and a minimum of four members interested in upholding the mission of Y’ALL. Y’ALL co-chairs shall serve for two (2) years, with one new co-chair being elected each year. Y’ALL committee co-chairs are expected to attend all steering committee meetings and shall be elected by written ballot as described in Article IX, Section 4.

b. **Duties.** Y’ALL committee members shall work to facilitate connections and relationships between young people in Appalachia, provide opportunities for professional advancement and training, as well as encourage lifelong scholarship and activism in the region. The committee will strive to foster an inclusive environment that breaks down walls between institutions and encourages engagement, leadership, and collegiality.

Section 14. **International Connections Committee.**

a. **Membership.** The International Connections Committee shall consist of a chairperson and at least five ASA members appointed by the ASA President to three-year rotating terms. At least three of the committee members must have experience with international scholarship and/or activism. Additional scholars/activists from abroad who are not members of ASA may serve at the chairperson’s discretion in a non-voting capacity.

b. **Duties.** The International Connections Committee will raise the profile of ASA and the field of Appalachian Studies internationally; support connections between Appalachia studies and mountain studies globally; circulate the ASA preliminary call for papers internationally; advise and assist conference planners with the logistics of working with international participants; and organize at least one comparative mountain studies session each year at the ASA conference.

Section 15. **Special Collections Committee**

a. **Membership.** The Special Collections Committee shall consist of a chairperson, who also serves as the Archivist/Historian, up to five other members appointed by the ASA president to a three year rotating term, and the Editor of the *Appalachian Curator* who shall be an ex-officio member of this committee.

b. **Duties.** Publishing the *Appalachian Curator* digital publication. The committee will also work in collaboration with the Communications Committee to maintain information regarding archives and resources on the ASA website.

c. **Members of the Appalachian Curator editorial board will be appointed by the**
current editor of the Appalachian Curator who is appointed by the ASA president, and will be approved by the remaining members of the editorial board.

ARTICLE XII
BUDGETS AND APPROPRIATIONS

Section 1. Treasury. The treasury shall consist of membership dues as collected and any additional funds as raised by the association.

Section 2. Authority. Checks for amounts over $500 must be signed by both the treasurer and the president or an appointee. Such funds shall be spent in accordance with the approved budget. All contracts will be signed by the president. In the president’s absence, the president will appoint a voting member of the steering committee to sign on behalf of the association and will document that appointment via email to the secretary. Any contract in an amount exceeding $500 must be co-signed by the treasurer. Additionally, the president and the treasurer must sign all contracts that are made on behalf of ASA by a conference host organization for a conference or any other event.

Section 3. Scholarship Fund. Scholarship funds have been established to support both youth and community participation in the annual conference. Such funds shall be allocated by the Scholarship Committee subject to approval by the Steering Committee.

ARTICLE XIII
RESIGNATIONS

Section 1. All resignations occurring during active terms of office shall be filled through appointments by the president, except that the vice-president/president elect shall assume the office of president should a vacancy occur.

Section 2. In the event a person must hold more than one voting position, he or she will only have one vote, reducing the quorum required for conducting business.

ARTICLE XIV
FISCAL YEAR

The fiscal year shall be from July 1 to June 30.

ARTICLE XV
PARLIAMENTARY AUTHORITY

Robert's Rules of Order Newly Revised shall govern the association in all cases in which they are applicable and in which they are not in conflict with these bylaws.
ARTICLE XVI
AMENDING THE BYLAWS

Amendment to these bylaws may be made in the following manner:

a. Any member may submit in writing a suggested change to the steering committee together with an explanation of the justification for the change.
b. The proposed change will be read, discussed, and possibly revised by the steering committee.
c. If approved by the steering committee, the proposed amendment will be printed in the next issue of Appalink, which must be mailed at least thirty (30) days prior to the annual conference. Discussion of the proposed amendment will take place at the annual business meeting of the conference. A written ballot will be distributed to the membership for vote either at the conference or by mail. Members not attending the conference may submit a proxy.
d. Bylaws amendments require approval by two-thirds of the members voting.
e. Ballots will be returned to the secretary who will maintain the official copy of the association bylaws.
f. Minor, non-substantive changes, such as formatting and typos, can be done without membership voting, but must have Steering Committee approval.
g. By-laws shall receive a comprehensive review every 5 years at the Steering Committee retreat.