

**Association for Research on Nonprofit Organizations and Voluntary Action
Theories, Issues and Boundaries Section
By-Laws and Guiding Principles**

**As Amended at the TIBS Annual Members Meeting
November 2008**

I. Purpose and Background

The purpose of ARNOVA's Theories, Issues, and Boundaries Section (TIBS) is to provide a setting where the contribution and intersect of these three areas within the context of the nonprofit/voluntary sector can be explored and new insights developed. The Section assists individuals with research, teaching, and practice interests related to theory building and boundary definition of the nonprofit/voluntary sector. The Section also plays a leadership role in the dissemination of this material both to the membership and to the broader community of scholars and practitioners.

The formation of TIBS was stimulated by several panels and a plenary session at the 2001 and 2002 annual meetings. Special attention was further drawn to the need for intentional, inter-related study of these areas by Henry Mintzberg at the 2002 Conference. Felice Davidson Perlmutter accepted the challenge and initiated the formation of TIBS. In January of 2003, forty-four ARNOVA members responded to an invitation to become founding members of the section.

II. Membership and Dues

A. TIBS membership is open to all ARNOVA members on an annual basis and is determined by payment of annual Section dues (together with ARNOVA membership dues).

- i. These dues are paid by ARNOVA members in conjunction with their annual fee payments to the parent organization and are determined by the ARNOVA Board of Directors.
- ii. TIBS funds will be collected, managed, disbursed and audited by the ARNOVA Executive Office in accordance with ARNOVA policies and procedures.
 - (a) A portion of Section membership dues (determined by a vote of the ARNOVA Board of Directors) shall be used to help cover administrative costs of the ARNOVA Executive Office.
 - (b) Only those expenses derived from TIBS activities or programs (e.g., postage, workshop expenses, copying) are eligible for reimbursement. No member of the Section will be reimbursed for such expenses without documented approval from the Section Chair (or by a member of the Section Executive Committee for the Section Chair's expenses).
- iii. A preliminary financial statement covering the previous year and a proposed budget for the next year will be presented at the TIBS Annual Meeting by the section Executive Committee. With appropriate revisions, a financial statement and budget will be included in the annual report presented to the ARNOVA Board of Directors by March of the following year.

III. Governance

A. TIBS has been formed and operates in accordance with the policies and procedures of ARNOVA. Section activities are coordinated by an Executive Committee.

- i. Duties of the seven member Executive Committee include: forming and implementing relevant sectional policies and procedures, appointing subcommittees, and overseeing the annual TIBS membership meeting.
- B. The Executive Committee is comprised of a Chair, Vice-Chair, Secretary, Treasurer and three At-Large committee members.
- i. TIBS Executive Committee officers, who must be active members of ARNOVA, are elected for a two-year appointment. Executive Committee positions are on a two-year rotation with no member serving more than three consecutive two-year appointments without being off the committee for a minimum of one year. In the initial rotation, three members will hold two-year positions (chair, secretary, and one at large member) and four members will hold one-year positions (Vice-Chair, treasurer and two at large members).
 - ii. The Chairperson is responsible for overall coordination of section tasks and acts as a liaison to ARNOVA; the Vice-Chairperson collaborates with the Chairperson to manage all section activities and oversees the Program Committee; the Secretary is responsible for section files, membership lists, mailings, elections and chairs the Nomination Committee; the Treasurer is responsible for coordinating the financial matters with ARNOVA and for the budgeting process.
- C. A simple majority is required to elect executive committee members and to pass any motion, except to amend the TIBS Bylaws. In that case, a two-thirds majority by the Section membership is required for passage of the motion.
- D. Activities outside the scope identified in these By-Laws shall be presented to the section membership through mailed or electronic ballot, or at the Annual Meeting for discussion and vote.

IV. Elections

- A. Elections to the Executive Committee will be held annually at the TIBs Section Annual Meeting or electronically during the month prior to the Annual Meeting. The leadership of this section will work to build up a broad base of participation and develop future Section leadership.
- B. The Executive Committee is elected by the dues-paying membership following a period of nominations, including self-nominations.
- i. All nominees who accept the nomination are posted on the ballots; a nomination is considered “accepted” when a short bio is received by the Secretary. Any person nominated for multiple positions on the Executive Committee must select only one position for which to be considered. An accepted nomination indicates a commitment to active and involved Section membership for the two year term of office.
 - ii. Only dues paying members are eligible to serve as officers of the section.
 - iii. During September, the Nominating Committee works to compile a list of nominees for open positions on the Executive Committee. The list of nominees will be sent (either by mail or electronically) to all dues paying members at least one month prior to the ARNOVA Annual Meetings.
- C. Announcement of elected Executive Committee members will be sent (either by mail or electronically) to all members of the section within one month following the election. Members of the Executive

Committee assume their duties on January 1 following their election.

- D. Should any member of the Executive Committee be unable to fulfill her or his duties and resign her or his position, the remaining members of the Executive Committee will appoint someone for the remainder of the term.
- E. During the first year (2004) a coordinating committee, consisting of those who served on the founding sub- committees in 2003, will oversee the election of Executive Committee officers and assist in establishing the activities of this section.

V. Standing Committees

A. The Nominating Committee

- i. The section Secretary shall serve as chair of the Nominating Committee, and in consultation with the Executive Committee, shall appoint three additional members from the TIBS membership to serve on the committee for a one year period.
- ii. The Nominating Committee is responsible for forming a ballot of nominees and conducting the annual election.

B. The Program Committee

- i. The Section Vice-Chairperson shall serve as the Program Committee chair and, in consultation with the Executive Committee, appoint three additional members for a one year period to develop TIBS programming and presentations at the annual ARNOVA conference.

VI. Meetings, Programs and Activities

- A. TIBS will have an Annual Meeting in conjunction with the annual ARNOVA conference. The Section Executive Committee will hold a separate meeting during the ARNOVA conference at a time convenient to the participants. In addition to these decision-making meetings, TIBS will run scholarly sessions in conjunction with the ARNOVA conference. Other meetings may be held as desired and needed.
- B. TIBS engages in programs that foster the sharing of research knowledge and the development of professional networks. The Section works to foster a sense of community among TIBS members within the context of the annual ARNOVA conference in order to enhance collaboration.

VII. Reporting

An annual report on Section activities will be prepared by the Chair in conjunction with and approval by the Executive Committee, and then mailed electronically for comments to the TIBS membership. A final annual report (including a current list of TIBS members) will be submitted to the ARNOVA Board of Directors by March of the following year.

VIII. Amendments

- A. Any member may propose an amendment to these bylaws. Proposed amendments must be submitted to the Secretary at least eight weeks prior to the annual meeting, to be sent out to the full membership

either by mail or electronically by October or at least four weeks prior to the annual meeting. (November 2006)

- B. These bylaws may be amended, altered, repealed or enhanced by an affirmative vote of a simple majority of the membership at the annual meeting. (November 2006)
- C. Any amendment which receives approval shall become effective immediately after adjournment of the meeting at which it is adopted, unless the motion to amend specifies a time that the amendment shall take affect. (November 2006)
- D. The immediate past Chair of the Executive Committee will serve for one term as an ex officio member of the Committee. (November 2008)