

EXTENSION, PRODUCTION & MANAGEMENT SECTION
of The Potato Association of America

"BYLAWS"

1. **Preamble**

Whereas the constitution of The Potato Association of America in Article VIII provides for the creation of sections and further prescribes that each section may develop its own bylaws for the conduct of its affairs, and provided such bylaws do not conflict with the constitution and bylaws of The Association, the following shall be the bylaws of the Extension, Production and Management Section of The Potato Association of America

2. **Name:**

The name of the section shall be the Extension, Production and Management Section of The Potato Association of America.

3. **Scope and Purpose**

- a. The scope of the Extension, Production and Management Section encompasses activities involving management and extension topics in potato production including, but not limited to, seed potato management, soil and water management, cultural practices, pest management, environmental issues, plant nutrition and fertilizer management, harvest management, engineering of equipment, storage management and post-harvest management of potatoes.
- b. The purposes of the Extension, Production and Management Section are to:
 - i. Encourage research, extension and new approaches toward solving problems and improving methods in potato production and management including, but not limited to, improving the selection and presentation of research papers at the Annual Meetings, sponsoring discussion on immediate and future research pertaining to potato production and management, and developing appropriate informational and educational programs through The Potato Association of America on behalf of its members; and,

- ii. Provide an avenue through which The Potato Association of America members can communicate with other regional, national, and international organizations interested in the activities of this section.

4. **Membership**

Membership is open to members of The Potato Association of America. An individual shall become a member of the Extension, Production and Management Section by attending annual business meetings of the Section, or by notifying the Vice-Chair of this Section of desire for membership.

5. **Officers and Duties**

- a. The officers of the Section shall be Chair, Vice-Chair, and Secretary.
- b. The duties of each office are:
 - i. **Chair** - Preside over all Section and Executive Committee meetings, coordinate the affairs of the Section, and serve as an ex officio, non-voting member of the Executive Committee of The Potato Association of America. The Chair has the authority to establish committees as well as other duties customarily pertaining to this office.
 - ii. **Vice-Chair** - Preside over meetings in the absence of the Chair, plan with the Chair the current year program and activities of the Section including, but not limited to, recruitment of new members into this Section, preparation of nominations for secretary, as well as other duties customarily pertaining to this office.
 - iii. **Secretary** - Record meeting minutes, have responsibility for distributing minutes, reports and proceedings of the Section to all members of the Section and Executive Committee of The Potato Association of America for publication in the *American Journal of Potato Research*, as well as other duties customarily pertaining to this office.

6. **Executive Committee**

- a. The Executive Committee shall consist of the officers of the Section and the immediate Past Chair.

- b. The Executive Committee is responsible for managing the affairs of the Section and is responsible for reporting to The Potato Association of America Executive Committee all activities of the Section.
- c. The Executive Committee shall meet at least once a year. Meetings of the Executive Committee may be called by the Chair or by request from a majority of the Executive Committee.
- d. The Chair shall have the power to fill any vacancy that occurs on the Executive Committee of the Section between The Potato Association of America Annual Meetings.
- e. A simple majority of the Executive Committee shall constitute a quorum.

7. **Election of Officers**

- a. The Secretary of the Extension, Production and Management Section shall be elected at the annual business meeting of the Section for a term of one year.
- b. Elected officials shall assume office following the Annual Meeting of The Potato Association of America. At this time, the past Secretary shall assume the office of Vice-Chair and the past Vice-Chair shall assume the office of Chair.
- c. Nominations for Secretary shall be submitted by a Nominating Committee consisting of the Vice-Chair and two other members appointed by the Vice-Chair of the Section. The Nominating Committee shall submit a slate of nominations at the time of the annual business meeting of the Section.
- d. Additional nominations shall be called for from the members at the annual business meeting of the Extension, Production and Management Section.
- e. Election shall be held by secret ballot for any office with more than one nomination.

8. **Meetings**

- a. An annual business meeting of the Section shall be held in conjunction with The Potato Association of America Annual Meeting and at such time

and place as the Executive Committee may direct. Additional Section meetings may be called by the Chair or by request from a majority of the Executive Committee.

- b. A quorum for the transaction of business at Section meetings shall be those members present at the meeting.

9. **Committees**

The Chair of the Executive Committee shall appoint such standing and special committees as may be required to serve the needs of the Section.

10. **Publications**

- a. Minutes of Section meetings shall be recorded, reproduced, and distributed by the Section Secretary to The PAA Executive Committee for publication in the minutes of The Association Annual Meeting in the *American Journal of Potato Research*.
- b. Other publications shall be issued on an as-needed basis.

11. **Amendment of Bylaws**

These bylaws may be amended at any annual business meeting of the Section provided the amendment is approved by a vote of at least two-thirds of the members in attendance and that the notice of proposed bylaw changes be provided to the members at least two weeks prior to the time of voting.

Adopted August 2012
LG Wernette Chair