

MEDICAL MYCOLOGICAL SOCIETY OF THE AMERICAS

Constitution and By-Laws

Article I NAME

The name of the organization shall be the MEDICAL MYCOLOGICAL SOCIETY OF THE AMERICAS (herein referred to as the Society).

Article II PURPOSE

- A. To encourage fellowship among its members.
- B. To unite all medical mycologists under a central organization that will recognize their needs and represent their interests.
- C. To provide recognition to medical mycology as a flourishing and distinct division of medical microbiology.

Article III MEMBERSHIP, AFFILIATION & ASSOCIATION

- A. Membership: The Society shall consist of regular members and emeritus members.
 - 1. Regular members: Any person demonstrating a keen interest in the study of fungi or fungus diseases of humans and animals shall be eligible for membership. Application for membership must be endorsed by at least one member of the Society or, in the interim between meetings, may be elected by Council. Privileges of membership include one vote on Society business and participation in the meetings of the Society. To ensure that the Society's interests remain centered on medical mycology, eligibility to hold office is restricted to those members whose major interests, training, or research activities are in the area of medical mycology.
 - 2. Emeritus members: Any regular member who has been an active individual member for 20 years and has retired from active professional work may be transferred to the status of Emeritus member upon recommendation of the Council. Emeritus members shall not be eligible to hold office nor shall they be required to pay dues. Privilege of Emeritus membership include voting on Society business and participation in the meetings of the Society.

Affiliation: The Society will affiliate with societies and institutions that share similar goals and objectives in fostering the field of Medical Mycology

Article IV DUES

Each active membership shall be maintained through the payment of appropriate dues to the Society. The membership year shall run concurrently with the calendar year. Bills for dues shall be mailed to members in November and shall be payable in advance on or before December 31. Delinquency in payment of dues shall be sufficient grounds for the removal of a member from the active membership list of the Society. If payment of owed dues is made within one year, membership will be re-instated automatically. If payment of past dues is not made within one year, the delinquent would become a non-member, and to become a member again, he/she would have to proceed according to Article III.A.I.

Article V

OFFICERS AND COUNCIL

- A. The officers of the Society must be active members of the Society (Article IV) and shall be the President, President-Elect, Vice-President and Secretary-Treasurer, whose duties shall be those usually performed by such officers. The President, the Vice-President, who shall be the retiring President, and the President-Elect shall serve for one year, and may not be re-elected to the same office two terms in succession. **The Secretary-Treasurer shall serve for five years or until his/her successor is elected.** The President-Elect shall become President at the end of the current tenure of that office or whenever that office may become vacant. Any vacancies occurring in the interim between elections shall be filled from among the Councilors. The Councilor who shall fill such a vacancy among the officers shall have only one vote in council meetings, shall serve in the vacant office only until the vacancy is filled at the next general election, and upon election of a new officer to fill the vacancy the Councilor shall revert to his/her original position on the Council. The term of office shall begin at the close of the annual business meeting.
- B. The Council shall consist of the President, President-Elect, Vice- President, Secretary-Treasurer, and seven Councilors representing general geographic areas. Councilors shall serve for three years. A Councilor may not serve two terms in succession.
- C. Among the seven Councilors, three will be selected from (1) Canada, (2) Mexico and Central America, and (3) South America

An individual may not hold two or more positions on the Council at one time. The term of office of each member of the Council shall begin at the close of the annual business meeting.

Article VI

ELECTION OF OFFICERS AND COUNCIL MEMBERS

At least four months prior to the annual meeting, the President shall chair a Nominating Committee of two from among the active membership. Nominating Committee Members shall not be current Officers or Councilors of the Society. The Nominating Committee shall prepare a list of at least two names for each Office or Council Member seat required to fill any vacancies that would exist for the ensuing terms of office. The list of nominees shall be forwarded to the Secretary-Treasurer at least three months prior to the annual meeting. The nominees must be active members (Article IV), must be eligible for the Office or Councilor vacancy (Article V), and must have indicated in writing a willingness to serve. The two, or more, Candidates for each Office or Councilor vacancy shall be placed alphabetically upon the final ballot to be mailed by the Secretary-Treasurer to each member no less than one month before the annual meeting (Article VIII). The Officers shall rank in seniority: President, President-Elect, Vice-President, and Secretary-Treasurer. Members of the Council shall rank below the officers of the Society. Ballots shall be returned to the Secretary-Treasurer and opened and counted under the supervision of the Council at the annual meeting (Article VIII). A majority of votes cast shall elect. A tied vote for any office shall be resolved by the casting of one additional vote by the Council.

Article VII

EDITORS AND COMMITTEES

- A. The Editor(s) of any news journal of the Society shall be elected by the Council.
- B. The President may appoint, at the time of the annual meeting, any temporary committees which are to serve during his/her administration.
- C. The President-Elect each year, at the time of the annual meeting, shall appoint a Chairperson of the Local Arrangements Committee whose duties shall be to

select an appropriate facility in which to conduct the next year's meeting, to arrange the social activities, and to schedule any guest speaker or speakers whose services have been negotiated for by the Annual Lecturer Committee.

- D. The committees on Finance, Membership, Continuing Education and Annual Lecturer, shall be designated Standing Committees. Their chairs shall serve a term of three years and may be reappointed for a second but not a third successive term. Members of these committees shall serve a term of three years. Their terms of membership shall terminate coincident with an annual meeting at which time the incoming President of the society shall make appointments to any vacant posts, to be effective during his/her incumbency and thereafter until terms of the appointees are served except that the President may delegate the appointments to any standing committee to the chair of that committee.

It shall be the duties of the Finance Committee to seek sources of financial support outside of the membership annually and to approve the annual audit of the accounts of the Society.

It shall be the duty of the Membership Committee to inform potentially interested persons of the Society and its goals; to maintain a current file of members, their addresses, and scientific interests; and to provide the Secretary-Treasurer with a listing of members, addresses, and interests.

It shall be the duty of the Annual Lecturer Committee to secure the services of a guest speaker or speakers for the annual meeting and to notify the Chairperson of the Local Arrangements who will schedule the guest speaker or speakers into the program activities.

It shall be the duty of the Continuing Education Committee to arrange for all educational activities of the Society at the annual meeting and at invitational courses, seminars, round tables and discussions which are designated by the Council, by its own initiation, or through a request of the membership to be official functions of the Society.

- E. The *Journal of Fungi* is the official journal affiliation of the Society.

Article VIII MEETINGS AND PROGRAM

An annual meeting for the transaction of Council and Society business and/or for the presentation of a scientific program in combination with social event shall be held annually. This may be held as a stand-alone meeting or in conjunction with a scientific meeting sanctioned by the Council. The official meeting of the Society shall not begin prior to the designated day and shall not extend beyond that day. Meetings other than the annual meeting may be sanctioned by the Council, but shall not be held in lieu of the annual meeting.

A quorum of the council for the transaction of business at its annual meetings, or in the interim by Email, shall be no less than half the members plus one. In the event of a tie vote, the President, or in his/her absence, the senior ranking officer shall have the right to decide. A quorum of the Society for the transaction of business at any meeting shall be a minimum of 25 members entitled to vote and must include at least two members of Council (Article V.B.).

Article IX SCIENTIFIC JOURNAL

The Society shall have the right to disseminate reports of the Secretary- Treasurer or other reports, announcements or business of the Society, but the Society shall not establish a journal for the publication of mycological or other scientific papers.

Article X GENERAL PROHIBITIONS

Article XI Notwithstanding any provision of the Constitution or By-Laws which might be susceptible to contrary construction:

- A. The Society shall be organized exclusively for scientific and educational purposes and shall engage in those activities permitted under Section 501(c)3 of the Internal Revenue Code of 1954 or the corresponding provision of any future United States Internal Revenue Law.
- B. No part of the net earnings of the Society shall or may under any circumstances inure to the benefit of any private shareholder or individual.
- C. No substantial part of the activities of the Society shall consist of carrying on propaganda or otherwise of attempting to influence legislation.
- D. The Society shall not participate in or intervene in (including the publishing or distributing of Statements) any political campaign on behalf of a candidate for public office.
- E. The Society shall not be organized or operated for profit.
- F. The Society shall not
 - 1. lend any part of its income or corpus without the receipt of adequate security and a reasonable rate of interest to.
 - 2. pay any compensation, in excess of a reasonable allowance for salaries or other compensation for personal services actually rendered to.
 - 3. make any part of its services available on a preferential basis to.
 - 4. make any purchase of securities or any other property for more than adequate consideration in money or money's worth from.
 - 5. sell any securities or other property for less than adequate consideration in money or money's worth from, or
 - 6. engage in any other transaction that results in a substantial diversion of its income or corpus to any officer, member of the Council, or substantial contributor to the Society.
 - 7. The provisions contained in the Section F do not mean to imply that the Society may make such loans payments, sales or purchase to anyone else, unless such authority be given or implied by other provisions of the Constitution or By-Laws.

Article XII DISTRIBUTION OF DISSOLUTION

Upon dissolution of the Society, the Council shall distribute the assets and accrued income exclusively to one or more organizations as determined by the Council. Such organizations shall be charitable, scientific, literary or educational which would then qualify under the provisions of Section 501(c)3 of the Internal Revenue Code and regulations of the Department of Treasury applicable to such action as they now exist or as they may hereafter be amended.

Article XIII AMENDMENTS TO THE CONSTITUTION

Amendments to the Constitution must be proposed in writing (post, Email or other means) by five active members and submitted to the Secretary-Treasurer. The Secretary-Treasurer shall publish a copy of the proposed amendment prior to or in the meeting announcement and distribute to each member. The amendment must be discussed at the annual meeting. All amendments to the Constitution shall be voted on by the entire membership by mail, Email, or other ballot. At least 20% of the active members must vote on a proposed amendment. For adoption, an amendment shall require an affirmative vote of three-fourths of the ballots that are cast.

BY-LAWS

1) PROGRAMS

The official program shall consist of an event with guest speaker or speakers. The event can be virtual or in-person. MMSA awardees may give acceptance speeches and other invited speakers (i.e., newly elected fellows into scientific societies) may give presentations. In addition, trainees given travel awards may be recognized and/or give presentations as well. The final program must be approved by the officers of the Society.

Suggestions for a program shall be encouraged and shall be submitted by members to an officer of the Society.

Additional awards recognizing activities of Society members may be made at the annual meeting. Guidelines for these awards are maintained by the Council with consent from the membership.

2) DUES

The annual dues shall be set by the action of the Council.

3) FINANCES

- a. All funds of the Society shall be deposited to the credit of the Society in such banks or other depositories as the Council shall direct.
- b. All checks, drafts, or other orders for the payment of money in the name of the Society shall be signed by such officer of the Society and in such manner as the Council shall direct.
- c. The annual accounting period of the Society funds shall be the calendar year.
- d. Prior to each annual meeting, the accounts of the Society shall be audited by a public accountant or by the Finance Committee of the Society at the discretion of the committee. The results of the audit shall be read at the annual business meeting and published in the Society's newsletter.

4) USE OF THE SOCIETY'S NAME

Unauthorized use of the name of the Medical Mycological Society of the Americas for advertising or other business ventures is prohibited. The circulation of any unauthorized literature shall be taken as prima facie evidence of the violation of the intent and purpose expressed in the by-Law, and the member, after being properly notified, may be expelled from the Society either by a majority vote of the Society at its meetings or by a majority vote of the Council.

5) AMENDMENTS

These By-Laws may be amended by a majority vote of the members by mail, Email, or other ballot to be submitted by the Secretary-Treasurer at the direction of the Council provided that suggested amendments have been brought to the attention of the Council in time to be distributed to all members

of the Society either at least one month previous to the date established as the deadline for return of marked ballots.

6) THE RHODA BENHAM AWARD

The purpose of the Rhoda Benham Award (hereafter referred to as Award) is to provide recognition to eminent medical mycologists. The Award consists of a medallion and the banquet ticket. The Award can be made only at the annual meeting of the Society or at a meeting officially sanctioned by the council of the Society and publicized to all members (Article VIII). By mutual agreement of the Annual Lecturer Committee and the Awardee, the Awardee may be asked to give an appropriate lecture to those in attendance at the meeting at which the Award is presented. An Award need not be made at every annual or officially sanctioned meeting of the Society.

- a. The Award shall be presented to an individual(s) from the Americas for continuous outstanding or meritorious contributions to medical mycology.
- b. The recipient shall be selected by a Rhoda Benham Award Committee (hereafter referred to as Committee) of three regular members appointed by the President-Elect. The selection of the recipient must be unanimous and from among nominees recommended by an active regular member of the Society who shall support their recommendations according to the following rules:
 1. The recommendation of a nominee by an active regular member must be made in writing and should consist of a description of the nominee contributions, the reasons why these should be considered worthy of special recognition, a brief biographical sketch of the nominee, a list of publications and any other supporting documents considered relevant.
 2. The recommendation of a nominee must be supported by letters of seconding the nomination from other active members. No more than four (4) supporting letters will be accepted. Second nominations by any active member can only be for one MMSA award annually.
 3. Nominations shall be made to the Committee at least sixty (60) days before the date of the meeting at which the award is to be made.
 4. The nomination may not be made posthumously except in the following condition. If the Committee has selected a recipient and if the recipient should be deceased thereafter the Award must be made posthumously.
 5. Re-nominations in subsequent years will not be automatic. Previous nominators will be given the opportunity to submit a new packet as a re-nomination.
- c. The Committee shall transmit their recommendation to the President at least thirty (30) days before the date the award is to be made.
- d. The President shall present the Award, or if unable to do so, shall designate the individual who shall present the Award
- e. Notice of a call for nominations for the Award shall be made on the website, in a newsletter, or blast e-mail distributed to all regular members at least six (6) months prior to the date of the annual meeting or a sanctioned meeting. The Notice shall include rules listed above in paragraphs b.1, b.2, b.3, and b.4.

7) The Billy Cooper Award

- a. The purpose of the Billy Cooper Award (hereafter referred to as Award) is to provide recognition of significant achievement in clinical mycology. The Award consists of a plaque, \$500 cash award, and the banquet ticket. The Award can be made only at the annual meeting of the Society or at a meeting officially sanctioned by the council of the Society and publicized to all members

(Article VIII). An Award need not be made at every annual or officially sanctioned meeting of the Society.

- b. The Award shall be presented to an individual(s) from the Americas for continuous outstanding or meritorious contributions to clinical mycology.
- c. The recipient shall be selected by a Billy Cooper Award Committee (hereafter referred to as Committee) of three regular members appointed by the President (Article VII.B). The selection of the recipient must be unanimous and from among nominees recommended by an active regular member of the Society who shall support their recommendations according to the following rules:
 - 1. The recommendation of a nominee by an active regular member must be made in writing and should consist of a description of the nominee contributions, the reasons why these should be considered worthy of special recognition, a brief biographical sketch of the nominee, a list of publications and any other supporting documents considered relevant.
 - 2. The recommendation of a nominee must be supported by letters of seconding the nomination from other active members. No more than four (4) supporting letters will be accepted. Second nominations by any active member can only be for one MMSA award annually.
 - 3. Nominations shall be made to the Committee at least sixty (60) days before the date of the meeting at which the award is to be made.
 - 4. The nomination may not be made posthumously except in the following condition. If the Committee has selected a recipient and if the recipient should be deceased thereafter the Award must be made posthumously.
 - 5. Re-nominations in subsequent years will not be automatic. Previous nominators will be given the opportunity to submit a new packet as a re-nomination.
- d. The Committee shall transmit their recommendation to the President at least thirty (30) days before the date the award is to be made.
- e. The President shall present the Award, or if unable to do so, shall designate the individual who shall present the Award.
- f. Notice of a call for nominations for the Award shall be made on the website, in a newsletter, or blast e-mail distributed to all regular members at least six (6) months prior to the date of the annual meeting or a sanctioned meeting. The Notice shall include rules listed above in paragraphs b.1, b.2, b.3, and b.4.

8) The Thomas J. Walsh Young Investigator Award

- a. The purpose of the Thomas J. Walsh Young Investigator Award (hereafter referred to as Award) is to provide recognition of an Instructor, Assistant Professor, or equivalent junior faculty staff member for distinguished early achievements and promising potential for future contributions to the field of medical mycology. The Award consists of a plaque, \$500 cash award, and the banquet ticket. The Award can be made only at the annual meeting of the Society or at a meeting officially sanctioned by the council of the Society and publicized to all members (Article VIII). An Award need not be made at every annual or officially sanctioned meeting of the Society.
- b. The Award shall be presented to a junior investigator from the Americas for distinguished early achievements in the field of medical mycology.
- c. The recipient shall be selected by a Thomas J. Walsh Young Investigator Award committee (hereafter referred to as Committee) of three regular members appointed by the President (Article VII.B). The selection of the recipient must be unanimous and from among nominees

recommended by an active regular member of the Society who shall support their recommendations according to the following rules:

1. The recommendation of a nominee by an active regular member must be made in writing and should consist of a description of the nominee contributions, the reasons why these should be considered worthy of special recognition, a brief biographical sketch of the nominee, a list of publications and any other supporting documents considered relevant.
 2. The recommendation of a nominee must be supported by two (2) letters of seconding the nomination from other active members.
 3. Nominations shall be made to the Committee at least sixty (60) days before the date of the meeting at which the award is to be made.
 4. The nomination may not be made posthumously except in the following condition. If the Committee has selected a recipient and if the recipient should be deceased thereafter the Award must be made posthumously.
- d. The Committee shall transmit their recommendation to the President at least thirty (30) days before the date the award is to be made.
- e. The President shall present the Award, or if unable to do so, shall designate the individual who shall present the Award. In addition, the President will transmit the names of the recipient and the presenter of the Award to members of the Annual Lecturer and Local Arrangements Committees.
- f. Notice of a call for nominations for the Award shall be made on the website, in a newsletter, or blast e-mail distributed to all regular members at least six (6) months prior to the date of the annual meeting or a sanctioned meeting. The Notice shall include rules listed above in paragraphs b.1, b.2, b.3, and b.4.

9) The Milton Huppert Graduate Student Award

- a. The purpose of the Milton Huppert Graduate Student Award (hereafter referred to as Award) is to provide recognition of an outstanding graduate student in the field of medical mycology. The Award consists of a plaque, \$500 cash award, and the banquet ticket. The Award can be made only at the annual meeting of the Society or at a meeting officially sanctioned by the council of the Society and publicized to all members (Article VIII). An Award need not be made at every annual or officially sanctioned meeting of the Society.
- b. The Award shall be presented to a current graduate student pursuing a Ph.D. or M.D./Ph.D. from a degree granting institution in the Americas who shows evidence of scientific merit in medical mycology.
- c. The recipient shall be selected by a Milton Huppert Graduate Student Award committee (hereafter referred to as Committee) of three regular members appointed by the President (Article VII.B). The selection of the recipient must be unanimous and from among nominees recommended by an active regular member of the Society who shall support their recommendations according to the following rules:
 1. The recommendation of a nominee by an active regular member must be made in writing and should consist of a description of the student's research accomplishments, a copy of the student's curriculum vitae.
 2. Nominations shall be made to the Committee at least sixty (60) days before the date of the meeting at which the award is to be made.

3. The nomination may not be made posthumously except in the following condition. If the Committee has selected a recipient and if the recipient should be deceased thereafter the Award must be made posthumously.
- d. The Committee shall transmit their recommendation to the President at least thirty (30) days before the date the award is to be made.
- e. The President shall present the Award, or if unable to do so, shall designate the individual who shall present the Award.
- f. The awardee may be asked to give short presentation at the annual awards banquet.
- g. Notice of a call for nominations for the Award shall be made on the website, in a newsletter or blast e-mail distributed to all regular members at least six (6) months prior to the date of the annual meeting or a sanctioned meeting. The Notice shall include rules listed above in paragraphs b.1, b.2, and b.3.

10) The Carlyn Halde Latin American Student Travel Grant Award

- a. The purpose of the Carlyn Halde Latin American Student Travel Grant Award (hereafter referred to as Award) is to provide recognition of an outstanding Latin American graduate student abstract accepted by the ASM Microbe meeting in the field of medical mycology. The award consists of the banquet ticket, and a travel award and plaque are provided by ASM. The Award can be made only at the annual meeting of the Society or at a meeting officially sanctioned by the council of the Society and publicized to all members (Article VIII). The Awardee will be asked to give a short presentation of their abstract to those in attendance at the meeting at which the Award is presented. An Award need not be made at every annual or officially sanctioned meeting of the Society.
- b. The Award shall be presented to a current graduate student pursuing a Ph.D., M.D./Ph.D., or Master's Degree from Latin America for outstanding work in the field of medical mycology who has an abstract accepted as presenting author at a meeting of international importance for medical mycology.
- c. The recipient shall be selected from among all graduate students from Latin America. All submitted abstracts will be reviewed and ranked by the MMSA Officers and Councilors. Results will be tallied and the top ranked abstract will be selected for the award.
- d. The award is presented to the recipient at the annual Microbe meeting at the awards ceremony.
- e. The awardee may be asked to give short presentation of their abstract at the annual awards banquet.

11) The Immunomycologies (IMMY) Student Travel Grant Awards

- a. The purpose of the IMMY Student Travel Grant Award (hereafter referred to as Award) is to provide recognition of 4 (four) outstanding graduate students annually. The Awards consist of a \$500 travel award. The Awardees may be asked to give short presentation of their abstract at the annual banquet meeting.
- b. The Award shall be given to a current graduate student pursuing a Ph.D., M.D./Ph.D., or Master's Degree for outstanding work in the field of medical mycology who has an abstract accepted as presenting author at a meeting of national or international importance for medical mycology.
- c. The recipient shall be selected from among all graduate students submitting abstracts to a meeting of national or international importance for medical mycology. All submitted abstracts will be reviewed and ranked by the MMSA Officers and Councilors. Results will be tallied and the top ranked abstracts will be selected for the awards.

- d. The awards are provided as reimbursement for travel after the meeting has concluded. The treasurer provides the funds to the student or student's PI.

12) The W. LaJean Chaffin Post-doctoral Researcher Travel Award

- a. The purpose of the W. LaJean Chaffin Post-Doctoral Researcher Travel Award (hereafter referred to as Award) is to provide recognition of an outstanding post-doctoral researcher presenting an abstract accepted at a meeting of national or international importance for medical mycology. The Award consists of a \$500 travel award. The awardee may be asked to give short presentation of their abstract at the annual awards banquet.
- b. The Award shall be presented to a post-doctoral researcher (Ph.D and/or MD) for outstanding work in the field of medical mycology who has an abstract accepted as presenting author at a meeting of national or international importance for medical mycology.
- c. The recipient shall be selected from among all post-doctoral researchers submitting abstracts to a meeting of national or international importance for medical mycology. All submitted abstracts will be reviewed and ranked by the MMSA Officers and Councilors. Results will be tallied and the top ranked abstract will be selected for the award.
- d. The award will be provided as reimbursement for travel after the meeting is concluded. The treasurer provides the funds to the postdoc or postdoc's PI

13) Ancillary procedures for all MMSA awards

- a. No more than 5 letters of recommendation, including the primary letter shall be submitted in support of a nominee.
- b. Re-nomination of a candidate for the subsequent year shall be conducted through a new nomination package.
- c. Primary or secondary nominators can only nominate one candidate per award annually
- d. A nomination made for one award is not transferrable to another award committee.