



International Society For Twin Studies

CONSTITUTION

1975—Revised 1982

Article I. Name

The name of the organization shall be the INTERNATIONAL SOCIETY FOR TWIN STUDIES.

Article II. Objectives

The Society is an international, nonpolitical, nonprofit, multidisciplinary scientific organization. Its objectives are to further research and public education in all fields related to twins and twin studies, for the mutual benefit of the twins and their families and of scientific research in general.

Article III. Membership

Section 1. Members. Any twin researcher, or twin, parent of twin, or other individual who supports the objectives of the Society and is willing to contribute to the achievement of those objectives is qualified for membership. Membership applications are voted upon by the Membership Committee. Members in good standing are entitled to submit nominations and to vote, and may hold office in the Society.

Section 2. Collective Members. Any officially organized group of individuals, such as Twins Clubs, Parents of Twins Clubs, or other organization that supports the objectives of the Society and is willing to contribute to the achievement of those objectives is qualified for collective membership. Applications for collective membership are voted upon by the Society's Board of Directors following a review by the Membership Committee. Each Collective Member in good standing is entitled to submit nominations, to send one or more delegates to the Society's meetings, and to vote. Each Collective Member is further entitled to designate one representative as a possible nominee for the office of Vice President for Collective Members as well as one representative as a possible member for the Council of Multiple Birth Organizations. Such representatives and the delegates may be the same or different persons and need not be Members of the Society. Any of these positions can be shared by cotwins.

Section 3. Founding Members. Members of the First International Congress on Twin Studies (Rome, 1974) who have joined the Society since its establishment and whose dues were paid up as of 1980 are designated Founding Members of the Society. Implementing the recommendation made to that effect by the 1974 "Working Group on the

Proposed Society" (see *Acta Geneticae Medicae et Gemellologiae* 24:362) and confirmed by the 1980 Business Meeting, the designation of Founding Member is extended to members of the Second International Congress on Twin Studies (Washington, 1977) who have joined the Society and paid their dues at least since 1978. The designation of Founding Member is purely honorary and does not otherwise affect Member status.

Section 4. Founding Collective Members. Organizations represented at the First International Congress on Twin Studies (Rome, 1974) who have joined the Society since its establishment and whose dues were paid up as of 1980 are designated Founding Collective Members of the Society. In agreement with the provisions of Section 3, the designation of Founding Collective Member is extended to those organizations represented at the Second International Congress on Twin Studies (Washington, 1977) who have joined the Society as Collective Members and paid their dues at least since 1978. The designation of Founding Collective Member is purely honorary and does not otherwise affect Collective Member status.

Article IV. Officers

Section 1. Founding President. The President of the First International Congress on Twin Studies, promoter and first President of the Society, is designated the Founding President of the Society. The Founding President is the Honorary President of the Board.

Section 2. Elected Officers. The elected officers of the Society shall be: (1) the President; (2) the Secretary General; (3) four Vice Presidents, representing different geographic areas and scientific disciplines; (4) the Vice President (or, if twins, Co-Vice Presidents) for Collective Members; (5) the Treasurer; (6) the Chairman of the Membership Committee; (7) the Chairman of the Nominating Committee; and (8) the Chairman of the Committee on Working Groups.

Section 3. Appointed Officers. (1) Members of the Committees are appointed by the Board upon the recommendation of the respective Committee Chairmen. (2) Chairmen of specific Working Groups are appointed by the Board upon the recommendation of the Committee on Working Groups. (3) Members of Working Groups are appointed by the Committee on Working Groups upon the recommendation of the respective Working Group Chairmen.

Section 4. Terms of Office. (1) Elected officers shall take office on the first day of the calendar year following their election and shall remain in office until the last day of the calendar year during which new elections have taken place. (2) For appointed officers, terms of office shall be such as the Board or Committee may determine at the time of the appointment and cannot exceed the terms of office of the Board.

Section 5. Eligibility. Any Member in good standing is eligible for any of the elective offices. The outgoing President cannot be reelected and automatically becomes Past President. Any Member in good standing can be appointed to any of the appointed offices. Members of Working Groups need not be Members of the Society. Collective Members in good standing may nominate one representative for the office of Vice President for Collective Members; such representative need not be a Member of the Society.

Section 6. Incapacity. If the President is incapacitated or resigns, the Secretary General shall act as President; or, if the Secretary General is unavailable, the Board shall designate one of its members to act as President. If another officer is incapacitated or resigns, the Board may designate a substitute. Incapacity shall be determined by the Board of Directors.

Article V. Board of Directors

Section 1. Duties. The governing body of the Society shall be the Board of Directors. Its powers and responsibilities shall include the following:

- (1) To carry out the goals of the Society and the decisions of its membership, to formulate program policies, and to conduct the affairs of the Society;
- (2) To determine the privileges of, and the dues and fees to be paid by, Members and Collective Members of the Society;
- (3) To elect the Collective Members of the Society upon the recommendation of the Membership Committee;
- (4) To appoint the members of the Committees upon the recommendation of the respective Chairmen; to approve the establishment or the termination of the Working Groups and to appoint the Chairmen of such Working Groups upon the recommendation of the Committee on Working Groups;
- (5) To determine incapacity of Society officers and elect new officers if appropriate;
- (6) To determine the time and place of the International Congresses on Twin Studies and to make such decisions and appointments as are needed for the organization of such Congresses.

BYLAWS

Effective 1982

Article I. Dues

Annual dues or fees for the various classes of Members shall be determined by the Board of Directors. Dues shall be payable upon notification. Members who are not in good standing at the time of nomination procedures, or of the Business Meeting, or of any mail ballot shall not be entitled to vote and shall not be eligible for office. Members in arrears two years in payment of dues shall be dropped from the rolls three months after notification of delinquency, but shall be eligible for reinstatement on payment of a fee fixed by the Board in addition to their current dues.

Article II. Publications

The official publication of the Society shall be the Mendel Institute's journal, *Acta Geneticae Medicae et Gemellologiae/Twin Research* (Rome). Reduced subscription rates shall be charged to Society Members. A newsletter of the Society shall be published periodically and distributed through the office of the Secretary General. Each Member in good standing shall be entitled to receive one copy of the newsletter. Each Collective Member in good standing shall be entitled to receive one copy. In addition, each Collective Member may receive, upon request, one more free copy of the newsletter for each constituent Club, up to ten copies. Additional copies shall be available to Members or Collective Members or nonmembers of the Society at a yearly subscription price to be set by the Board of Directors upon the recommendation of the Secretary General and the Treasurer.

Article III. Officers and Committees

Section 1. President. The President shall represent the Society and convene and preside at all meetings of the Society and the Board of Directors.

Section 2. Secretary General. The Secretary General shall carry out the decisions of the Board, conduct the correspondence, and supervise the business offices of the Society. In consultation with the individual officers in charge, he shall coordinate the activities of the Society and shall be responsible for the publication and distribution of the Society's newsletter and other documents. The Secretary General shall act as President if the President is incapacitated or resigns and may, upon consultation with the President, act on his behalf.

Section 3. Vice Presidents. The Vice Presidents shall promote interest in twin research and in the activities of the Society among individuals and organizations particularly in their own geographic area and in the scientific discipline with which they identify. They shall endeavor to locate sources of financial support for the programs of the Society and particularly the meetings, especially to enable prospective participants from their own country to attend the International Congresses.

Section 4. Vice President for Collective Members. The Vice President for Collective Members shall represent the Collective Members of the Society and act as Chairman of the Council of Multiple Birth Organizations.

Section 5. Treasurer. The Treasurer shall send bills for, and receive, annual dues and shall administer the funds of the Society in consultation with the Secretary General and according to the instructions of the Board of Directors. He shall present what periodic statements of account the Board may require. The Treasurer shall present to the outgoing Board a statement of the receipts and expenditures of the funds of the Society before the end of the year during which a new Board has been elected. The approved statement of account will then be published in the Society's newsletter. The Treasurer shall collaborate with the Secretary General in maintaining up-to-date addresses of Society Members.

Section 6. Membership Committee. The Membership Committee shall promote membership in the Society, elect new Members, review and propose new Collective Members, and have such other duties and authorities as may be granted to it by the Board. The Membership Committee shall consist of a Chairman and three members—two Members and a representative of one Collective Member—in good standing, proposed by the Chairman of the Committee and approved by the Board. It shall be convened at least every six months by the Chairman if membership applications are pending.

Section 7. Nominating Committee. The Nominating Committee, through the Secretary General's office, shall (1) consult with members of the Board and identify suitable candidates for each of the elective offices in the term to follow, making sure that such candidates be eligible and willing to run for the nomination; (2) invite all Members and Collective Members to submit nominations, sending them ballots showing the names of the candidates proposed for each of the offices and including blanks so that Members may, by write-in, nominate other individuals in addition to those shown on the ballot; (3) receive such nominations and review them, making sure that nominators are Members in good standing and that nominees are eligible; (4) select for each office the two nominees who have received the most nominations, or only one nominee if no more have been nominated; and (5) present the slate of officers to the Business Meeting. The Nominating Committee shall consist of a Chairman and two Members in good standing proposed by the Chairman and approved by the Board.

Section 8. Committee on Working Groups. The Committee on Working Groups shall (1) submit to the Board the proposals for the establishment of Working Groups with the names of the prospective Chairmen; (2) appoint the members of approved Working Groups upon the recommendation of the respective Chairmen; (3) coordinate and oversee the activities of the Working Groups in such a way as shall be determined by the Board; (4) recommend modifications or the termination of Working Groups to the Board. The

Committee on Working Groups shall consist of a Chairman and two Members in good standing proposed by the Chairman and approved by the Board.

Article IV. Council of Multiple Birth Organizations

The Council of Multiple Birth Organizations shall identify, propose to the Board, and conduct, once approved, research projects of interest to twins and parents of twins. The Council shall consist of one representative from each country where there are Collective Members of the Society. The Chairman of the Council shall be the Vice President for Collective Members. Each Collective Member shall be entitled to designate a representative for the Council. Should more than one designation be received from one country, the representative for that country shall be elected by the Board of the Society upon the recommendation of the Vice President for Collective Members.

Article V. Board of Directors

The Board of Directors shall meet at least twice during its term of office. There will be one meeting of the outgoing Board and one meeting of the entering Board, respectively, before and after the Business Meeting, at the time of each International Congress. The members present at any of these meetings shall constitute a quorum for transacting business. Other meetings of the Board may be called by the President. For these special meetings, the quorum for transacting business shall consist of seven members of the Board. Between meetings, Society business shall be conducted by the Secretary General acting on his own initiative or that of another officer. For any relevant matter, the Secretary General shall consult with the President and, if appropriate, apprise the entire Board of the proposed action. The latter shall be reconsidered in the case of three or more disapprovals.

Article VI. Business Meeting

Section 1. Time. The Business Meeting of the Society shall be held on the occasion of the International Congress. Notices shall be mailed to each Member or Collective Member at least six months in advance.

Section 2. Voting Rights and Quorum. Each Member in good standing shall have one vote. Each Collective Member in good standing shall have one vote. When more than one representative is sent by a Collective Member to the Business Meeting, a voting representative should be designated. The voting Members present at the Business Meeting shall constitute a quorum for transacting business. The Business Meeting shall vote by simple majority except on proposed amendments to the Constitution or Bylaws, which require a two-thirds majority for approval.

Section 3. Voting Procedures and Elections. The Chairman of the Nominating Committee or the Secretary General shall present the slate of officers and explain the voting procedures. Two tellers, appointed by the President, shall distribute one ballot to each voting Member following identification, and shall then collect the ballots, count the votes, and report to the President, who shall give the results of the election. Other matters may be decided by the Business Meeting by show of hands unless secret ballot is requested by the majority.

Article VII. Amendments

These Bylaws may be amended by a two-thirds majority of those Members voting in either a mail ballot or a Business Meeting. Amendments should be recommended by the Board of Directors or proposed through a petition from fifteen Members or Collective Members of the Society.