

INTERNATIONAL SKELETAL SOCIETY BY-LAWS

Last revised September 2019

Article I:

Section 1

This organization shall be known as The International Skeletal Society (ISS) hereafter called the Society.

The ISS provides leadership in the practice, science and teaching of musculoskeletal medicine through an interdisciplinary and international membership recognized for its achievement in this field.

Article II: Objectives of the Society

Section 1

To bring together, through an educational, non-profit Society, radiologists, pathologists, orthopedic surgeons, and other specialists dedicated to the furtherance of the art and science of musculoskeletal imaging, and to the understanding, diagnosis, and therapy of musculoskeletal disorders.

Section 2

To stimulate the exchange of knowledge and ideas among ISS members and between ISS members and non-members.

Section 3

To provide meetings for the presentation and discussion of clinical case studies, scientific papers, and reviews on all aspects of musculoskeletal disorders including their imaging, pathology, and clinical management.

Section 4

To provide continuing education in the field of musculoskeletal disorders.

Section 5

To establish and maintain a Journal that will be the official publication of the Society.

Section 6

To foster the development of groups or societies in countries and regions where the diagnosis and clinical management of musculoskeletal disorders remain subordinate.

Article III: Membership

Section 1

Membership in the Society shall be restricted to radiologists, pathologists, orthopedic surgeons, and individuals in related fields of medicine and science, as indicated in Article II, Section 1, who have a substantial interest in the causation, diagnosis and treatment of musculoskeletal disorders.

Section 2

The Society shall consist of Members, Honorary Members and Emeritus Members.

Members: Shall consist of radiologists, pathologists, orthopedic surgeons and others as specified in Section 1, elected as members in accordance with the provisions of Article XI. Members may resign from the Society by written notice to the Secretary. Members who fail to pay their annual dues in accordance with Article XIII of these by-laws will, at the discretion of the Executive Committee, be deemed to have resigned from the Society, and will be so notified by the Secretary. Former members who have retired from the active practice of medicine may attend a Closed Meeting only on

payment of a fee to be set annually by the Executive Committee. Former members who wish to avail themselves of this special fee must apply in writing to the Secretary at least 30 days prior to the Annual Meeting that they wish to attend.

Honorary Members: Shall be chosen from physicians, scientists or other individuals outside of the Society who have made outstanding contributions to the furtherance of the understanding, diagnosis or treatment of musculoskeletal disorders, or who have made significant contributions to the Society. Honorary members shall be nominated by the Executive Committee and appointed and approved by vote of the membership. Honorary members will have no voting rights or committee memberships, but will have all other rights and privileges of membership in the Society, and be exempt from the payment of dues.

Emeritus Members: An Emeritus member shall be an individual who has been a member of the ISS for over 25 years who has retired and is not working more than half time in their respective subspecialty disciplines. Dues will be waived for Emeritus members. Emeritus members will pay the customary member registration rate for the Members meeting and Annual meeting if they attend. Subscription to Skeletal Radiology will be optional with a fee based upon cost to the ISS to provide that subscription.

Article IV: Officers

Section 1

The elected Officers of the Society shall be the President, President-Elect, Secretary, Secretary-Elect, Treasurer and Treasurer-Elect. The term of office of each Officer shall be two (2) years except that the Treasurer will normally be elected as Treasurer-Elect and serve in that capacity for 1 year before succeeding and serving two years as Treasurer and the Secretary will normally be elected as Secretary-Elect, and serve in that capacity for 1 year before succeeding and serving two years as Secretary. The Secretary and Treasurer may be re-elected for a maximum of two additional two year terms. The President is not eligible for re-election. Each Officer shall be a member in good standing.

Section 2

The President shall be presiding Officer of the Society, and Chairperson of the Executive Committee. He/she shall perform all the duties which custom and parliamentary practice commonly associate with the office of President. His/her term of office as President shall begin at the adjournment of the annual meeting during which he/she was installed as President. The President shall serve on the Executive Committee for two (2) years after his/her term of office expires.

Section 3

The President-Elect shall succeed the President. The President-Elect shall be a member of the Executive Committee. If the President is temporarily unable to act, the President-Elect will perform the duties of the President. In the event of the death or resignation of the President, the President-Elect will automatically become President. In the event of prolonged incapacitation of the President, he/she may be replaced only upon decision of the Executive Committee taken at either the annual meeting or, at other times, by a postal/fax/e-mail ballot conducted by the Secretary, the President-Elect then assuming the office of President. Upon replacement of the President because of death, resignation or incapacitation, the Executive Committee shall direct the Secretary/Assistant Secretary to notify the Membership forthwith. The term of office of this succession will extend for two annual meetings from the time of appointment.

The election of a replacement President-Elect will be deferred until the next annual meeting of the Society. The term of office of the replacement President-Elect will extend until the new President completes his/her term of office.

Section 4

The Secretary shall perform the duties of the President if both the President and President-Elect are unavailable to act. He/she shall be a member of the Executive Committee.

The Secretary shall keep, or cause to be kept, a correct and permanent record of the proceedings of the Society. He/she shall perform all other duties that usually and customarily pertain to the office of Secretary. Not later than three (3) months after each annual meeting of the Society he/she shall make available to each member of the Society a transcript of the minutes of the annual business meeting which shall include reports of all officers and committees.

Section 5

Secretary-Elect. A Secretary-Elect may be elected at the Annual Business Meeting prior to the last year of the current Secretary leaving office shall assist the Secretary during the ensuing year and, if in office, shall succeed the Secretary at the subsequent Business Meeting. The Secretary-Elect, if in office, will assume the role of Secretary after the Annual Meeting when the current Secretary leaves office. In the absence of a Secretary-Elect, the Nominating Committee will put forward the name of a proposed candidate for the position of Secretary. The Secretary-Elect shall attend the meetings of the Executive Committee but not be a voting member of that body. The Secretary-Elect shall be an ex-officio [non-voting] member of the Membership Committee.

Section 6

The Treasurer shall be a member of the Executive Committee. He/she shall collect and be accountable for all funds of the Society and shall disperse from the treasury such funds as approved by the Executive Committee. He/she shall keep a current alphabetical list of the members specifying their current addresses, year of election, classification of their membership, and medical specialty. He/she shall keep the complete and permanent preceding five year records of the financial transactions of the Society. The Treasurer shall employ a certified public accountant to conduct a yearly audit of the accounts of the Society. The type of audit shall be determined by the Executive Committee. The Treasurer shall submit the accountant's report to the Executive Committee and the Audit Review Committee. He/she shall make a full financial report at the annual business meeting of the Society. The Treasurer shall transfer all pertinent financial records of the Society over five (5) years old to the Historian.

In the event of the Treasurer leaving office before the completion of his/her term the Treasurer-Elect, if in office, will automatically become Treasurer. The term of office of this succession will extend for two annual meetings from the time of succession.

Section 7

Treasurer-Elect. A Treasurer-Elect may be elected at the Annual Business Meeting prior to the last year of the current Treasurer leaving office, shall assist the Treasurer during the ensuing year and, if in office, shall succeed the Treasurer at the subsequent Business Meeting. The Treasurer-Elect will assume the role of Treasurer after the Annual Meeting when the current Treasurer leaves office. In the absence of a Treasurer-Elect, the Nominating Committee will put forward the name of a candidate for the office of Treasurer. The Treasurer-Elect shall attend the meetings of the Executive Committee but not be a voting member of that body. The Treasurer-Elect shall be an ex-officio [non-voting] member of the Committee on Grants.

Section 8

If a vacancy occurs that is not allowed for in the preceding Articles, the Executive Committee at its discretion may redistribute the duties of the post among the other Officers, co-opt a replacement to hold office until the next meeting or hold an election under the principles outlined in Article X.

Section 9

The membership and voting rights of the elected Officers on the various standing Committees of the Society are tabulated in Appendix A of these By-Laws.

Section 10

A Professional Management Company may be employed by the Society, employed by the Executive Committee. If such an organization is hired, it will serve to facilitate the duties of the Officers and standing committees.

Article V: Committees

Section 1

The standing committees of the Society shall be as follows: Executive Committee, Members Meeting Program Committee, Refresher Course Committee, , Audit Review Committee, Nominating Committee, Membership Committee, Rules Committee, Awards Committee, Liaison Committee, Convention Planning Committee, Refresher Courses Promotion Committee, Committee on Grants, Intersociety Liaison Committee, Prize Committee, Sponsorship Committee, Outreach Committee and Electronic Exhibit Committee.

Committee appointments, including the Chairpersons, shall be made by the President in consultation with the Executive

Committee, unless otherwise provided for in these by-laws.

Section 2

The Executive Committee shall consist of the elected Officers of the Society, the immediate Past-President, and six (6) Elected Members (Members-at-Large), at least three of whom shall be non-American. Three of the Elected Members shall be non-radiologists. The Elected Members shall serve for a period of two (2) years and not be eligible for consecutive re-election. The terms of office of the Elected Members shall be staggered such that three are replaced each year. If extant, the Treasurer-Elect and Secretary-Elect shall be non-voting members of the Committee. The Chairpersons of the Members Meeting Program, Convention Planning and current and immediate future Refresher Course Committees shall be non-voting members of the Executive Committee.

The President shall be the Chairperson of the Executive Committee. The Executive Committee shall be empowered to carry out the business of the Society between meetings of the Membership and to manage the funds and expenditures of the Society. No money or other valuable property of the Society shall be expended or otherwise disbursed without the sanction of the majority of the Executive Committee, unless ordered by a three-fourths vote of the members present voting at the annual meeting. It shall require a three-fourths vote of the members present to reject any recommendation of the Executive Committee relative to the finances of the Society. The Executive Committee shall fix the time and place of meetings, as well as the apportionment of the time and nature of the various portions of the meetings. Dues for the ensuing year, which shall be consistent with the operational needs of the Society, shall be fixed by the Executive Committee. Changes in dues must be ratified by vote of the Membership.

The Refresher Course fee shall be set each year by the Executive Committee and shall be consistent with the operational expenses of the course. The Executive Committee shall have general supervision of the affairs of the Society not otherwise provided for in these by-laws.

Section 3

The Members' Meeting Program Committee shall consist of a Chairperson (a pathologist), a Co-Chairperson (a radiologist), and eight (8) members equally divided between radiologists and pathologists. A Chairperson-elect (a pathologist) shall assist the Chairperson in the preparation of at least one annual meeting prior to taking up the position as Chairperson following the retirement of the Chair. Additional Co-Chairpersons may be appointed. The terms of office of the Chair and Co-Chairpersons shall be for a period of five (5) years, but may be extended with the approval of the Executive Committee. The terms of office of the other committee members will be at the discretion of the Chairperson of the Committee in consultation with the President. It shall be the duty of the Committee to determine the character and scope of the scientific proceedings of the Members Meeting of the Society.

Section 4

The Refresher Course Committee shall consist of as many members as are required to help with arrangements for a particular meeting. Each member shall be appointed for one year. Appointments to the Committee may be renewed annually. One of the members shall serve as Chairperson. The Chairs of the Refresher Course Committees for the immediately preceding and subsequent meetings shall be members of the Committee. The Radiology Co-Chair of the Refresher Courses Promotion Committee shall be an ex-officio member of the Committee.

A Refresher Course shall be given each year following the Closed Meeting. It shall be the duty of the Refresher Course Committee to determine all aspects of the meeting. The program for the Refresher Course must be finalized no less than eight (8) months prior to the course.

Section 5

The Audit Review Committee shall consist of three (3) members appointed for a two (2) year period, one of whom shall be Chairperson. The Audit Review Committee shall review the audited accounts of the Society at least once a year. The results of the review shall be reported to the Executive Committee and to the Membership at the annual business meeting.

Section 6

The Nominating Committee shall consist of the President, President-Elect, the Chairperson of the Rules Committee, and three (3) members one of whom shall not be a radiologist, who shall serve for a period of two (2) years. One of these three members shall be designated to serve as Chairperson. This Committee will assist the President in selecting committees, the President having the power to select the committee chairs (who will previously have been a committee

member). The Nominating Committee shall perform its duties in accordance with the provision of Article X of these by-laws.

Section 7

The Membership Committee shall consist of seven (7) members, one of whom shall be Chairperson, each of whom shall serve for two (2) years. The Membership Committee shall review all applications for membership in accordance with the provisions of Articles III and XI of these by-laws to insure that they fulfill the requirements for membership. The Chairperson shall receive the applications for membership and present these to the members of the Committee for their consideration according to the provisions of Article XI, Section 4.

Section 8

The Rules Committee shall consist 6 members in total: the president, president elect and secretary and three (3) non-executive members, one of whom shall be Chairperson. Each committee member shall serve for two (2) years, except for the Chairperson, who shall serve as Chairperson for an additional two (2) years.

The Rules Committee shall be responsible for the By-Laws and may be called upon to interpret the By-Laws when questions arise. It shall, on order of the Executive Committee, prepare and submit amendments to the By-Laws, edit and present to the members any amendments proposed by members of the Society, and may, on its own motion, preface and present to the members any amendments which it deems necessary. It shall receive all resolutions introduced by members; it may reword them or combine those having the same intent for presentation.

Section 9

The Awards Committee shall consist of five (5) members, one of whom shall be appointed Members of the Awards Committee shall not be eligible for these awards during their tenure on the Committee.

Awards shall take the following form:

1 The Founders' Medal:

This medal is presented in honor of the founders of the International Skeletal Society and its presidents, Harold G. Jacobson, Ronald O. Murray, and Jack Edeiken, that they may be preserved in memory for future generations.

This medal honors those who not only distinguished themselves through their outstanding dedication to the International Skeletal Society, but have further distinguished themselves by excellence in their field of science. It shall usually be awarded to not more than one person each year.

2 The Medal of the International Skeletal Society:

This medal is presented in honor of Akbar Bonakdarpour's contributions to the development of the International Skeletal Society over many years. The medal is presented to persons who have provided outstanding support to the endeavors of the International Skeletal Society. The prospective recipient of this award therefore need not be a member or an honorary member of the International Skeletal Society.

3 The Presidents' Medal:

This medal is presented in honor of all former Presidents of the Society. The medal is intended for members of the International Skeletal Society in special recognition of their outstanding scientific achievements on an international level. Candidates should not have reached their 46th birthday by the 1st of October in the year in which the award is announced.

Section 10

The Liaison Committee shall consist of the President-elect, who shall serve as Chairperson, and at least four (4) other members, all appointed by the elect President- for a term of two (2) years. Committee composition should reflect a cross-section of the Membership regarding medical specialty, nationality, and experience. This Committee, serving as a liaison between the general Membership and the Executive Committee, will receive and evaluate suggestions from the Membership, or Executive Committee, pertinent to the improvement and function of the Society. The Committee will be advisory to the Executive Committee and will transmit recommendations and Committee proceedings to the Executive Committee. This Committee will hold an open forum to enable members to directly present their views to the Committee.

Section 11

The Convention Planning Committee shall consist of the President-Elect, who shall serve as Chairperson of the Committee,

the Secretary and the Treasurer, one member from the Americas, one member from Europe, one member from either Asia or Australasia and one Member-At-Large. The Convention Planning Committee will act in an advisory capacity to the members of the Executive Committee on planning for future meetings of the Society. It will also oversee, review, and advise the convention manager. This committee will not have the power to make definitive decisions without approval of the Executive Committee.

Section 12

The Refresher Course Promotion Committee shall consist of at least twelve [12] members each of whom shall serve for two [2] years. One or more additional members may be appointed to help with the promotion of a particular meeting. The responsibility of the committee will be the promotion of the activities of the Society on a world-wide basis and in particular the Society Refresher Courses. There shall be separate Radiology and Pathology Co-Chairpersons. The Chairpersons of this Committee shall directly coordinate activities with the Secretary and Treasurer of the Society.

Section 13

The Committee on Grants shall consist of a Chairperson and six [6] members each of whom will serve for two [2] years. The Committee shall review applications for travel from members of good standing and from non-members actively contributing to the annual Society meeting. Awards for travel should take into consideration the resources of the applicant, applications from developing countries, previous travel grant awarded, geographic location and proximity to the meeting site and previous travel grants awarded. In general travel grants will only be awarded once per person and the decisions of the Committee will require the approval of the Executive Committee.

Section 14

The Intersociety Liaison Committee shall consist of the President or his nominee as chairperson and a member of each of the following National/Regional Societies: European, North American, Asian, Australian, and Japanese. The responsibility of the Committee will be to coordinate mutually beneficial activities between these Societies and the ISS.

Section 15

The Prize Committee consists of the Chairperson of the Members Meeting, Treasurer, Case Report Editor of Skeletal Radiology and two or more members of the Society, at least two of whom should be female. The responsibilities of the Committee are to select the best tumor paper presented at the Members Meeting of the ISS and the best tumor or tumor-like paper published in Skeletal Radiology in the preceding year for Corinne Farrell Awards, and the best case report in Skeletal Radiology in the preceding year for the Darby Memorial Prize. The funds for the Corinne Farrell Awards and Darby Memorial Prize are held in the Endowment Fund.

Section 16

The Sponsorship Committee shall be responsible for raising funds to help run the Members Meeting and Refresher Course. The Committee shall consist of a Chairperson appointed for 2 years and at least 8 members, including the local organisers of the next two Meetings.

Section 17

The Outreach Committee shall be responsible for arranging educational visits by members of the International Skeletal Society. The Committee shall consist of a Chairperson appointed for 2 years and 4 other members, including the treasurer and a pathologist. The overall composition of the committee should aim to reflect the international scope and diversity of Society membership.

Section 18

The Electronic Exhibits Committee shall be responsible for the review and scoring of abstracts submitted for the Electronic Exhibition at the Annual Meeting. The committee shall consist of a chairperson appointed *for 2 years and 5 other members*. The committee shall be responsible for awarding the prize for the best e-poster and shall choose the best submissions for publication on the website.

Section 19

The Archive and History committee shall consist of up to 6 members, one of whom will be chairperson and called the Historian. The members will serve for a period of 2 years which may be renewable thereafter by approval of the Executive Committee. The historical committee shall work with the Society's management group to ensure that all significant Society documents are accurately collected, organized, and archived safely and redundantly. This includes a list of past Presidents, annual Society meeting dates and locations, annual Society meeting programs, 6 annual Society

meeting minutes, Executive Committee meeting minutes, Committee Chairs meeting minutes, liaison summary reports, award winners, official Society acknowledgments, significant correspondence, photographs, relevant recordings, Society artefacts, and other business of the Society as appropriate. They will also work with the managing company of the ISS and the website electronic committee communication and education committee to display a timeline and pertinent events related to the history of the ISS on the ISS website. The Chair or Co-Chair of the committee will ensure that the Society's management group has designated an official Society photographer to be responsible for taking photographs during the course of the annual Society meeting.

Section 20

All other necessary ad-hoc committees and representatives not specifically mentioned previously shall be appointed by the President in consultation with the Executive Committee.

Section 21

Reporting requirements of the Standing Committees are tabulated in Appendix B of these by-laws.

Article VI: Meetings

Section 1

The Society shall meet annually and such meetings shall consist of business and scientific sessions, followed by a refresher course.

Section 2

A quorum for conducting business at the annual business meeting for election of officers shall be 25% of the Membership registered for the Annual Meeting.

Article VII: ISS Endowment Fund

Section 1

A trust fund shall be established to further the philanthropic and scientific aims of the Society, as determined by the Executive Committee and the Membership.

The Trust Fund shall be established and operated as set out in the Amended Agreement between the International Skeletal Society and the Endowment Fund (Appendix C of these By-Laws).

Article VIII: Procedures

Section 1

The fiscal year shall begin on the first of June and shall end on the thirty-first of May. Section 2

In the absence of contrary statements in these by-laws, Robert's Rules of Order shall govern procedure.

Section 3

The agenda of the annual business meeting shall be set by the Secretary and the President of the Society.

Article IX: Elections

Section 1

Officers and Elected Members of the Executive Committee shall be elected at the annual business meeting to serve for periods as indicated in these by-laws.

Section 2

The procedure for election of Officers and Elected Members of the Executive Committee shall be as follows: When election of a new President-Elect, Secretary, Secretary-Elect, Treasurer or Treasurer-Elect is required, the Nominating Committee shall nominate one candidate for each office. The Nominating Committee shall nominate the same number of candidates as there are vacancies (normally three) for Elected Members of the Executive Committee. Having obtained the candidates' consent the Committee shall forward the names of its recommended candidates to the Secretary at least four

months before the date of the Annual Business Meeting. The Secretary shall, within one week of receiving the list of recommended candidates, circulate the list to the members.

It shall be open to any five Members of the Society (not more than three of whom shall come from the same country) to nominate a candidate who gives his/her consent.

Written nominations must be received by the Secretary at least two months before the date of the annual Business Meeting. The Secretary shall report the names of all nominees to the Membership at the annual meeting.

Section 3

In all cases where more than one person shall be nominated for the same office, votes shall be cast by secret ballot organised by the Secretary who shall be the presiding officer. Candidates shall have the right to make a written statement of no more than 150 words that shall be on the ballot paper. The ballot shall normally be held during the Annual Business Meeting. The Secretary may delegate the conduct of the ballot to another member or members. Each member present at a Business Meeting at which elections are held shall have one vote for each vacancy.

Section 4

In case of a tie between the candidates who receive the greatest number of votes, a run-off ballot shall be held between these candidates. In the case of Members-at-Large, a run-off ballot would only be required if there were a tie vote that prevented all vacancies being filled in accordance with Article X, section 5. If the repeat ballot results in a tie, the contest shall be decided by tossing a coin.

Section 5

In the event of a ballot for the positions of Members-at-Large the candidates elected into office would be those with the highest numbers of votes that would preserve the balance stipulated in Article V, Section 2.

Article X: Procedures for Election of Membership

Section 1

Application for membership may be made by those individuals as defined in Article III, Section 1.

Section 2

Applications must be made in writing to the Chairperson of the Membership Committee, accompanied by a completed membership application form and a *curriculum vitae* that includes a listing of all publications of the applicant. Supporting letters from two active members of the Society one of whom must be in the same discipline as the applicant. These shall be sent directly to the Chairperson of the Membership Committee or the management company of the society.

Section 3

A candidate for membership shall have been actively engaged in his/her professional career for at least four (4) years following completion of a residency or post-graduate training program; should have a working knowledge of the English language, should have at least 50% of their professional activity related to musculoskeletal disorders. They should have a record of academic publication as evidenced by being first or senior author on a minimum of six (6) publications related to musculoskeletal disorders that have either appeared in refereed journals or are recognized by the membership committee as significant publications. It is recommended that at least 3 of the 6 publications be in English. They should have demonstrated support for the Society by having either attended its yearly meeting or published articles in Skeletal Radiology. However, the Membership Committee may, at its discretion, recommend candidates who do not meet these criteria if they feel the candidate meets an unfulfilled need of the society, such as geographic or subspecialty representation.

Section 4

The Membership Committee will confer at least annually, either in person or by conference call or other electronic means during the course of the year to review applications for membership. Applicants who are approved by the Membership Committee during the course of the year will have their names, institutions, sponsor's names and specialties distributed electronically to the membership for comment, with a one-month period for comments by members. If members submit no comments requiring additional discussion of an applicant during the time for comments, the names of the applicants will be forwarded electronically to the Executive Committee for final approval of the membership applications. In the case wherein comments from the membership indicate that additional discussion is needed about an applicant, the

decision about membership will be deferred until the meeting of the Membership Committee at the annual meeting of the society, and then to the Executive Committee at the annual meeting and reported to the membership during the Business Meetings.

Section 5

Candidates for membership of the International Skeletal Society will be informed in writing of the outcome of their candidacy within 30 days of approval or disapproval by the Executive Committee. The rights and privileges of membership will not commence until the candidate accepts membership in writing and has paid their dues for the year. Accepted applicants who have paid their dues 30 days prior to the Annual Meeting may attend that year's meeting of the society.

Article XI: Terms of Office

Section 1

The terms of office of the elected Officers of the Society shall be in accord with Article IV, Section 1. Terms of office of committee members shall be for a term of two years unless otherwise stated in these by-laws. The terms of office of any appointed member of a standing or ad hoc committee may be extended or terminated upon majority vote of the Executive Committee, not withstanding any other provisions of these by-laws.

Section 2

The terms of office for all newly elected Officers of the Society, Elected Members of the Executive and new appointments to committees will not begin prior to the close of the current refresher course(s).

Section 3

If a Chairperson of any standing or ad hoc committee is not able to perform his/her duties, the President shall appoint a temporary Chairperson from among the remaining members of that committee, a permanent Chairperson to be appointed after consultation with the Executive Committee at the next annual meeting.

Article XII: Membership Dues and Fees

Section 1

The dues of this Society shall be due and payable on a fiscal year basis. Dues so paid shall cover the fiscal year beginning on that date. Subject to the approval of the Membership, the dues shall be set annually by the Executive Committee and shall be consistent with the needs of the Society.

Section 2

The dues shall be delinquent 90 days following the notification by the Treasurer that they are due. Failure to pay the dues after notification by the Treasurer may result in dropping of the delinquent member from the Society unless there are extenuating circumstances as determined by the Executive Committee.

Article XIII: Editors and Editorial Board

Section 1

The administration and direction of the Journal of the Society shall be the responsibility of the Editors. The Journal shall be distributed to all members of the Society.

Section 2

There will be three (3) Editors, all members of the Society, a senior editor and two associate editors. Their functions and the distribution of work will be determined by mutual agreement and with the consent of the Publisher. All Editors must have excellent facility with the English language. The acceptance or rejection of manuscripts for publication in the All Editors must have excellent facility with the English language. The acceptance or rejection of manuscripts for publication in the Journal shall be determined solely by the Editors.

Section 3

The Editors shall serve for a term of five (5) years, which term may be extended by approval of the Executive Committee. Any Editor who also serves on the Executive Committee shall abstain from voting on that body on the issue of extension of his/her term of office.

Section 4

In the event that there is need, as determined by the Executive Committee, for a new Editor, the President shall appoint an ad-hoc Search Committee. The Search Committee shall consist of the remaining Editor(s), Three members of the Editorial Board of Skeletal Radiology, at least one of whom shall be a pathologist, the President, and President-Elect. The remaining Editor with the most years of wervice as Editor will serve as Chair of the ad-hoc Search Committee. The ad-hoc Search Committee shall report its recommendation(s) To the President, who will recommend the new Editor to the Executive Committee for its approval. The approval by the Executive Committee may be accomplished electronically or at the Annual Meeting of the Executive Committee. The new Editor will be announced to the membership electronically or at the Annual Meeting of the Society.

Section 5

The Editors will appoint members to serve on the Editorial Board of the Journal. The tenure of the members of the Editorial Board shall be determined by the Editors.

Section 6

The Editors shall report annually to the Executive and to the Members at the Annual Business Meeting concerning journal subscriptions, journal finances and other pertinent matters.

Article XIV: Balloting

Section 1

Voting at meetings shall be in accord with Robert's Rules of Order unless otherwise specified in these by-laws.

Section 2

If the Executive Committee so decides, a mail or electronic ballot may be conducted if it seems desirable. Such votes shall have the same effect as those at any meeting.

Amendments to these by-laws shall not be voted upon by mail ballot.

Article XV: Amendments

Section 1

These by-laws may be amended in any annual business meeting of the Society by two- thirds vote of the members present, a quorum being present as defined in Article VI. Notice of the proposed amendments shall be made available by the Secretary prior to the meeting.

Article XVI: Dissolution

Section 1

In the event of the dissolution of the Society all real assets and remaining monies should be donated to American and non-American Radiological educational and charitable organisations subject to satisfactory discussions with the US Internal Revenue Service.

ISS BY-LAWS: APPENDIX A
 COMMITTEE MEMBERSHIP AND VOTING RIGHTS
 OF OFFICERS

	President	President-elect	Secretary	Treasurer
Executive Committee	Yes *	Yes *	Yes *	Yes *
Members Meeting Program Committee	Yes	No	Yes	No
Refresher Course Committee	Yes	Yes	Yes	Yes *
Audit Review Committee	No	No	No	No
Nominating Committee	Yes *	Yes	Yes	Yes
Membership Committee	Yes	Yes	Yes	No
Rules Committee	Yes	Yes	Yes	No
Awards Committee	Yes	Yes	No	No
Liaison Committee	No	Yes *	No	No
Convention Planning Committee	No	Yes*	Yes*	Yes*
Refresher Courses Promotion Committee	Yes	Yes	Yes	Yes

Committee on Grants	Yes	Yes	Yes	Yes
Intersociety Liaison Committee	Yes	Yes	No	No
Prize Committee	No	No	No	Yes
Sponsorship Committee	Yes	Yes	Yes	Yes
Outreach Committee	No	No	No	Yes

* Member of Committee with vote. All other appointments are ex-officio without vote.

The Secretary-Elect and Treasurer-Elect, if in post, are non-voting members of the Executive Committee. The Secretary-Elect is also a non-voting member of the Membership Committee. The Treasurer-Elect is also a non-voting member of the Committee on Grants.

Appendix B

**ISS BY-LAWS: APPENDIX B
REPORTING REQUIREMENTS**

	Report to Executive Committee	For Approval by Executive Committee	Report to Annual Business Meeting	For Approval at Annual Business Meeting
Minutes of Annual Business Meeting	No	No	Yes	Yes
Secretary's Report	Yes	No	Yes	No
Treasurer's Report	Yes	Yes	Yes	Yes

Audit Review Committee	Yes	Yes	Yes	Yes
Members Meeting Program Committee	Yes	No	Yes	No
Refresher Course Committee	Yes	Yes	Yes	No
Nominating Committee	Yes	No	Yes	Yes
Membership Committee	Yes	Yes*	Yes	No*
Rules Committee	Yes	No	Yes	Yes
Awards Committee	Yes	Yes	Yes	No
Liaison Committee	Yes	No	Yes	No
Convention Planning Committee	Yes	Yes	Yes	No
Refresher Course Promotion Committee	Yes	No	Yes	No
Committee on Grants	Yes	Yes	Yes	Yes
Intersociety Liaison Committee	Yes	Yes	No	No
Prize Committee	No	No	No	No
Sponsorship Committee	Yes	No	Yes	No
Outreach Committee	Yes	Yes	Yes	No

APPENDIX C
AMENDED AGREEMENT OF
TRUST

THIS AGREEMENT OF TRUST, dated this 25th day of September, 1988, by INTERNATIONAL SKELETAL SOCIETY, INC. (hereinafter referred to as “Settlor” or “ISS”) and Walter Bessler, M.D., Akbar Bonakdarpour, M.D., Howard D. Dorfman, M.D., Jack Edeiken, M.D., Friedrich W. Heuck, M.D., Harold G. Jacobson, M.D., and John A. Kirkpatrick, Jr., M.D., (hereinafter called “Trustees”).

WITNESSETH

WHEREAS, Settlor desires to create a trust over the property listed on Schedule “A” annexed hereto for the purposes hereinafter set forth,

NOW, THEREFORE, in consideration of the premises and of the mutual covenants herein contained, Settlor does hereby grant, assign, convey, transfer and deliver to Trustees the property listed on said Schedule “A” annexed hereto and made a part hereof, the receipt of which is hereby acknowledged by Trustees, which property, together with other property which may be added to the trust, Trustees agree to HAVE AND TO HOLD, IN TRUST, NEVERTHELESS, for the following purposes and upon the terms and conditions hereinafter set forth;

SECTION FIRST

NAME

The trust established under this Agreement shall be known as **INTERNATIONAL SKELETAL SOCIETY ENDOWMENT FUND** (hereinafter called “the Fund”).

SECTION SECOND

Purpose and Limitations

- A. General Purposes. The Fund is organized, and shall be administered and operated by Trustees exclusively for charitable, scientific, or educational purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code of 1954, as amended, or the corresponding provision of any future United States Internal Revenue Law (hereinafter, the “Code”), and exclusively for the benefit of, to perform the functions of, or to carry out the purposes of ISS, a “Qualified Organization” as defined in Subparagraph A of SECTION SIXTH. Trustees, after deducting any proper charges and expenses, shall from time to time make distributions of expenditures of the income and principal of the Fund, in accordance with the provisions of Subparagraph B of SECTION SECOND. Settlor intends that transfers to the Fund shall qualify for deduction Under Sections 170, 2055 and 2522 of the Code. Accordingly, the provisions of this Agreement shall be construed and the Fund shall be administered in such manner as to assure the deductibility of transfers to the Fund for Federal income tax purpose.
- B. Specific Purposes. The purpose of the fund is to preserve the principal of this trust and to thereby ensure the continued use of such funds for the benefit of the

charitable, scientific and educational endeavors of ISS.

Upon the request of ISS, trustees may, during any calendar year, make distributions or expenditures to ISS up to the immediately preceding year's Fund income.

Trustees shall not be empowered to distribute any principal of the fund, unless deemed necessary by an affirmative vote of six Trustees in agreement with the Executive Committee of the ISS.

- C. Limitations. No part of the net earnings of the Fund shall inure to the benefit of, or be distributable to Trustees or other private persons, except that the Fund shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Subparagraphs A and B of SECTION SECOND hereof. No substantial part of the activities of the Fund shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Fund shall not participate in, or intervene in (including the publishing or distributing of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this Agreement, the Fund shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from Federal income tax under Section 501(c) (3) of the Code or (b) by an organization, contributions to which are deductible under Section 170(c) (2) of the Code. This Agreement shall be constructed accordingly, and all powers and activities of Trustees shall be limited accordingly. If, during any period, the Fund is determined to be a private foundation within the meaning of Section 509 of the Code, then during such period:

- (i) The Fund shall distribute its income for each taxable year at such time and in such manner as not to become subject to the tax on undistributed income imposed by Section 4942 of the Code, as hereafter amended or supplemented.
- (ii) The Fund shall not engage in any act of self dealing as defined in Section 4941(d) of the Code, as hereafter amended or supplemented.
- (iii) The Fund shall not retain any excess business holdings as defined in Section 4943(c) of the Code, as hereafter amended or supplemented.
- (iv) The Fund shall not make any investments in such manner as to subject it to tax under Section 4944 of the Code, as hereafter amended or supplemented.
- (v) The Fund shall not make any taxable expenditures as defined in Section 4945(d) of the Code, as hereafter amended or supplemented.

SECTION THIRD

OFFICERS

- A. Officers of the Board of Trustees shall be Chairman, Secretary and Treasurer. One Trustee may be elected as Secretary and Treasurer or one Trustee may be elected as Secretary and another as Treasurer.
- B. The term of office shall be limited to a single period of 3 years for the Chairman and 3 years for the Secretary, Treasurer or Secretary-Treasurer.
- C. The Chairman will be the presiding officer of the Board

of Trustees. He shall perform all the duties which custom and parliamentary practice commonly associate with the office of chairman. His term of office as Chairman shall begin at the adjournment of the annual meeting of the Board of Trustees during which he was elected.

- D. The Secretary shall keep or cause to be kept a correct and permanent record of the proceedings of the Fund. He shall conduct correspondence and perform all other duties that usually and customarily pertain to the Office of Secretary.
- E. The Treasurer shall collect and be accountable for all funds of the Trust and shall disperse from the treasury such funds only upon order of the Board of Trustees. He shall keep the complete and permanent record of the financial transactions of the Fund. He shall make a full financial report and present a budget for the following year at the Annual Meeting of the Board of Trustees which should be incorporated in the minutes of the meeting.
- F. All of the financial transactions of the Board of Trustees require both the signature of the Chairman of the Board and the Treasurer of the Board.
- G. All of the financial decisions must be approved by the Board. This is done in the spirit and understanding of prior knowledge and cooperation.
- H. In the absence of a contrary statement in the agreement of trust, Robert's Rules of Order shall govern procedures.

SECTION FOURTH

Trustees

- A. Number. There shall be nine Trustees, seven of whom shall be regular Trustees. In addition, the President

and the Treasurer of the ISS shall serve as ex-officio with voting rights during their terms of office.

- B. Eligibility. Only past or present officers and past elected members of the executive committee of the ISS shall be eligible for appointment as Trustees.
- C. Appointment of New Trustees. Any vacancy shall be filled by a vote of the remaining Trustees with the approval of the membership of the ISS.
- D. Resignation. Any Trustee hereunder may resign at any time for any reason in writing.
- E. Removal. Any permanent Trustee may be removed from office by the unanimous vote of the other Trustees, with the approval of the ISS membership
- F. Compensation. Trustees shall not be entitled to compensation for their services, but shall be entitled to reimbursement for their reasonable expenses incurred in connection with the administration of the Fund.
- G. Voting. Except for the vote required under Subparagraph E of this section, the Trustees empowered to act with respect to any matter shall act by the affirmative vote of at least six (6) Trustees.
- H. Term of Office. Regular Trustees shall serve for a period not to exceed seven (7) years. In order to provide for overlapping terms for the trustees, initially two trustees will come off the Board after seven years, two trustees after eight years, and three trustees after nine years according to their ages. Trustees replacing the original seven trustees shall serve for a period not to exceed (5) years.
- I. Annual Report. Trustees shall present an annual report to the International Skeletal Society membership at its annual meeting.

SECTION FIFTH

Trustees' Powers

Subject to the limitations imposed on Trustees in Subparagraphs B and C of SECTION SECOND, Trustees shall have the power, to be exercised in their discretion and on such terms as they may deem best, effective until final distribution of all assets:

- A. To enact by-laws governing such aspects of their rules of order and functions as they deem appropriate.
- B. To accept and retain any property transferred to this trust by Settlor or any other person (provided that Trustees shall not accept property subject to any condition which might jeopardize the status of this trust as an organization described in said Section 501(c) (3) of the Code).
- C. To make, execute, and deliver all instruments necessary or proper for the accomplishment of the purposes of this trust.

All powers granted under this Agreement are exercisable only in a fiduciary capacity. No such power shall be construed to enable a person to purchase, exchange or otherwise deal with or dispose of any trust asset for less than an adequate consideration.

SECTION SIXTH

Miscellaneous Provisions

- A. Amendments to Agreement. The Trustees with the agreement of the ISS shall have the right to amend this Agreement of Trust, provided that no such amendment shall cause this trust to cease to be an organization

described in Sections 501(c) (3) and 509 (a) (3) of the Code. Accordingly, if the ISS ceases to be a Qualified Organization as defined herein, the Fund shall be operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more other Qualified Organizations then selected by Trustees. An organization is a “Qualified Organization” for purposes of this Agreement only if it is designated in Section 501(c) (3) and Sections 509 (a) (1) or (2) OF THE Code and has the same or similar purposes as ISS.

B. Term of Trust. The trust herein established shall have perpetual existence.

C. Governing Law. This agreement of Trust is to be governed in all respects by the laws of the Commonwealth of Pennsylvania.

D. Termination. If for any reason this trust should terminate, Trustees shall, after paying or making provision for the payment of all of the liabilities of the Fund, dispose of all of the assets of the Fund, to ISS, exclusively to or for the purposes of ISS, provided that ISS is then a Qualified Organization. If ISS is not then a Qualified Organization, the assets of the Fund shall be distributed exclusively to or for the purposes of one or more Qualified Organizations then selected by Trustees pursuant to Subparagraph A of SECTION SIXTH, provided that any such organization is then a Qualified Organization. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the Fund is then located, exclusively for such purposes, or to such organization or organizations, as said Court shall

determine, which are organized and operated exclusively for such purposes.

IN WITNESS WHEREOF, the undersigned International Skeletal Society, Inc., as Settlor, and Walter Bessler, M.D., Akbar Bonakdarpour, M.D., Howard D. Dorfman, M.D., Jack Edeiken, M.D., Friedrich W. Heuck, M.D., Harold G. Jackcobson, M.D., and John A. Kirkpatrick, Jr., M.D., as Trustees, have hereunto set their hands and seals.

SETTLOR

TRUSTEES

INTERNATIONAL SKELETAL SOCIETY, INC.

Walter
Bessler, MD,
Trustee

By: _____
Murray K. Dalinka, MD
Bonakdarpour, MD, Akbar

Attest:

Howard
D. Dorfman, MD,
Trustee

Howard D. Dorfman, MD

President Jack
Edeiken, MD,
Trustee

Friedrich
W. Heuck, MD
Trustee

Jacobson, MD,
Trustee

Harold G.

Kirkpatrick, Jr MD,
Trustee

John A.

SCHEDULE "A"
Of
AGREEMENT OF TRUST

Property conveyed to Trust by International Skeletal Society,
Inc.:

TOTAL

DATE:

INTERNATIONAL SKELETAL SOCIETY ENDOWMENT
FUND

ACTION OF THE TRUSTEES

WHEREAS, under the August 6, 1986 Agreement of trust which established the INTERNATIONAL SKELETAL SOCIETY ENDOWMENT FUND (the Agreement of Trust at any time, and from time to time, provided organization described in Sections 501(c) (3) and 509(a) (3) of the Internal Revenue Code.

WHEREAS, it has been proposed that the Agreement of Trust be amended to adopt certain provisions and delete certain provisions, without altering or otherwise affecting the status of the Trust as an organization that qualifies under Sections 501(c) (3) and 509 (a) (3) of the Internal Revenue Code.

WHEREAS, the Trustees of the Trust believe the proposed amendments to be in the best interests of the Trust and wish to obtain the concurrence of the organization which it supports, the International Skeletal Society, Inc., in the proposed amendments.

NOW, THEREFORE IT IS HEREBY RESOLVED that subject to the approval of the Executive Committee of the International Skeletal Society, Inc., and a majority of its members, the attached Agreement of Trust amends the August 6, 1986 Agreement of Trust and all of its terms and provisions shall be effective as of the first date that it is approved by the Trustees of the Trust and by the Executive Committee and a majority of the members of the International Skeletal Society, Inc.

WALTER BESSLER,
M.D., TRUSTEE

AKBAR
BONAKDARPOUR, M.D., TRUSTEE

Society Endowment Fund

The following amendments to the AMENDED AGREEMENT OF TRUST, dated the 25th day of September 1998, were approved by the ISS membership at the August 16, 1999 business meeting:

As to SECTION THIRD, OFFICERS:

SUB PARAGRAPH A shall now read: Officers of the Board of Trustees shall be Chairman and Secretary-Treasurer. The Treasurer of ISS will be Secretary-Treasurer of the Trust.

SUB PARAGRAPH F shall now read: All of the financial transactions of the Board of Trustees require only one signature, either the Chairman of the Board or the Treasurer of the Board.

As to SECTION FOURTH, Trustees:

SUB PARAGRAPH B Eligibility. shall now read: Past or present officers and past elected members of the executive committee of the ISS shall be eligible for appointment as Trustees. In addition, two general members will be Trustees.

SUB PARAGRAPH E Removal. shall now read: Any regular Trustee may be removed from office by the unanimous vote of the other Trustees, with the approval of the ISS membership.