

International Occultation Timing Association - East Asia
Bylaws

(Enacted on August 27, 2023)

ARTICLE 1 – NAME AND LOCATION

The name of this Association shall be International Occultation Timing Association - East Asia. It can be abbreviated as IOTA/EA.

2 The locations of the Association and its secretariat are given separately in the Rules and Regulations.

ARTICLE 2 – PURPOSE

The Association is formed in East Asia for the primary purposes of:

- (1) Developing and implementing programs designed to foster awareness in individuals and in the community with regard to astronomical developments and achievements in the fields of occultation and eclipse research as well as promoting the science of astronomy.
- (2) Making available to individuals and the general public information on astronomical phenomena; organizing scientific expeditions for the observation of celestial events; analysis of occultation and eclipse observations and publishing and publicizing useful results and discoveries derived from the analysis.

ARTICLE 3 – OFFICIAL LANGUAGE

Our official language is English and important things concerning the Association have to be given in English.

ARTICLE 4 – ACTIVITIES

In order to achieve the purpose stated in Article 2 the Association shall carry out the following activities:

- (1) Holding annual meetings
- (2) Providing information, discussion, research, analysis, and data storage on occultation and eclipse phenomena
- (3) Website and mailing list management
- (4) Cooperation and collaboration with related organizations
- (5) Other activities necessary to achieve the purpose

ARTICLE 5 – Membership

The members of the Association shall be individuals who agree with the purpose of the Association.

2 Members shall act with common sense. Members shall refrain from insulting or intimidating other members.

ARTICLE 6 – Members

The Association shall consist of the following members:

(1) Regular Members: Members with voting rights at the General Meeting.

(2) Associate Members: Members without voting rights at the General Meeting.

Regular members must pay the membership fee stipulated in the Rules and Regulations. Membership fees already paid are not refundable under any circumstances.

ARTICLE 7 – Admission

To become a member of the Association, a person must apply for membership in the manner prescribed in the Rules and Regulations and obtain the approval of the Board of Directors.

ARTICLE 8 – Withdrawal from Membership

Any person who wishes to withdraw from the Association must submit a notice of withdrawal in the manner prescribed in the Rules and Regulations.

ARTICLE 9 – Expulsion and Suspension of Membership

Any member who has committed any act that tarnishes the honor of the Association may be expelled or suspended from membership by the Chairperson after a vote of the General Assembly. The Chairperson or the Board of Directors may also give a warning to the member before going through the process of expulsion or suspension of membership.

2 Expelled members may not reapply for membership.

ARTICLE 10 – OFFICERS

The Association shall have the following officers from among its regular members

(1) Chairpersons: 2 persons or less

- (2) One Secretary
- (3) Up to 10 Directors
- (4) Regional Directors: one from each region
- (5) One Auditor

2 The Director may serve concurrently as the Chairperson, Secretary, and Regional Director. They may also serve concurrently as heads of departments established in accordance with Rules and Regulations.

3 The Chairperson shall be elected by a vote of the Board of Directors. The Chairperson shall not be precluded from holding another term of office.

4 The Secretary shall be appointed by the Chairperson. The Secretary shall not be precluded from holding another term of office.

5 The term of office of Directors and Auditor shall be 3 years from October 1 immediately following their election. The Directors and the Auditor shall not be precluded from holding another term of office.

ARTICLE 11 – BOARD OF DIRECTORS

The Board of Directors shall consist of the Chairperson, the Directors, the Regional Directors and the Auditor. A Director who also serves as Secretary shall be a member of the Board of Directors.

2 The Board of Directors meeting is convened by the Chairperson. The Chairperson has to convene a Board of Directors meeting upon request of half or more than half of the Board of Directors.

3 The Board of Directors cannot make decisions at a meeting unless a majority of the members, excluding the Auditors, are present.

4 The Board of Directors meeting shall be chaired by the Chairperson.

5 The agenda shall be decided by a majority of the members excluding the Auditor and the Chair of the Board of Directors. In the event of a tie, the Chair shall make the decision.

ARTICLE 12 – ELECTIONS OF DIRECTORS AND AN AUDITOR

The Board of Directors shall appoint new Directors and a new Auditor when their terms of office expire or when it becomes necessary to fill the positions of Director or Auditor.

2 The Board of Directors shall nominate candidates for the positions of Director and Auditor from among the regular members by nominating themselves or others.

3 The Board of Directors selects candidates for new Directors and a new Auditor, and elects new Directors and a new Auditor with the vote of the General Meeting.

ARTICLE 13 GENERAL MEETING

The General Meeting is the supreme decision-making body of the Association. The General Meeting is held once a year to make necessary decisions. The Board of Directors may also convene an extraordinary General Meeting when a matter requiring a resolution of the regular members arises. The method of holding the General Meeting shall be stipulated separately in the Rules and Regulations.

2 The Board of Directors shall notify the convocation of the General Meeting to the members at least 30 days prior to the meeting.

3 The General Meeting is chaired by the Chairperson or his/her designee.

4 The General Meeting resolves the following matters

(1) Approval of the activity report and financial report

(2) Approval of proposed activity plan and budget

(3) Approval of the candidates for new Directors and a new Auditor to be submitted by the Board of Directors

(4) Approval of the audit report

(5) Other matters that the Board of Directors deems necessary to be resolved at the General Meeting

5 Votes at the General Meeting shall be cast by a majority of the regular members present and voting proxies, excluding the Auditor and the Chair. In the event of a tie, the Chair shall make the decision.

6 Regular members who do not attend the General Meeting may delegate his/her voting rights at the General Meeting. The method of delegation shall be in accordance with the provisions of the Rules and Regulations.

ARTICLE 14 ACCOUNTING

The assets of the Association shall be managed by the Secretary and supervised by the Chairperson and the Auditor.

2 The operation of the Association's assets shall be discussed by the Board of Directors based on the report of the Secretary and approved by the General Meeting.

3 The fiscal year of the Association shall begin on August 1 of each year and end on July 31 of the following year.

ARTICLE 15 BYLAWS AND RULES AND REGULATIONS

Whenever the Bylaws are to be amended, a two-thirds majority of the votes of those present and proxies of regular members for the amendments shall be required at the General Meeting.

2 Rules and Regulations necessary for the implementation of these Bylaws shall be established by a resolution of the Board of Directors and reported to the General Meeting.

SUPPLEMENTARY PROVISIONS

These Bylaws shall go into effect after deliberation by the Provisional Board of Directors on September 1, 2023.

The date of the foundation of the Association shall be September 1, 2023.