

# Public Management Research Association Bylaws

*Adopted on June 26, 2024*

*Amended on*

## Article I: Name and Location

1.1 Name: The organization shall be known as the Public Management Research Association (PMRA).

1.2 Location: The principal office of PMRA shall be determined by the Board of Directors.

## Article II: Purpose

2.1 Mission: PMRA is a professional membership organization established to advance research on public organizations and their management. This includes, but is not limited to sponsoring conferences, supporting publications, fostering professional and academic opportunities, and serving as a voice for the public management research community.

2.2 Scope: PMRA's mission covers formal governmental organizations, nonprofit institutions, quasi-public institutions, and organizations with public contracts or serving public purposes. It aims to foster relations among researchers in various disciplines concerned with management and organization.

## Article III: Membership

3.1 Eligibility: Membership is open to individuals interested in public management research and requires registration, payment of applicable fees, and adherence to criteria set by the Board.

3.2 Rights and Responsibilities: Membership entitles individuals to voting rights, eligibility for office, and access to PMRA services.

3.3 Dues, Types, and Benefits: Membership dues, types, and benefits are set by the Board of Directors.

## Article IV: Governance

### 4.1 Status and Governance

A. Legal Status: PMRA is a nonprofit academic membership association.

- B. Governance: PMRA is governed by a nine-person Board of Directors and key officers.

#### 4.2 Board of Directors

A. Composition: The voting membership of the Board of Directors shall consist of nine members plus the elected Officers. Ex-officio members shall be included as non-voting members.

B. Terms of Office: Board members serve four-year terms, staggered to ensure continuity and may not serve two consecutive terms. Officers serve two-year terms.

#### C. Nominations and Elections

1. The President appoints a five-person Nominating Committee.
2. The Nominating Committee will announce and solicit nominations from the membership to create a slate of candidates which is approved by the Board.
3. Board Members are elected by the membership via electronic survey with those receiving the most votes elected to the Board.
4. In the event of a vacancy, the Board will appoint from the membership to fulfill the remainder of the term. This interim service will not be counted as a full term.

#### 4.3 Officers

A. President: The President serves a two-year term and is the chief executive officer of PMRA.

B. Vice President: The Vice President serves a two-year term and is the President-Elect.

C. Treasurer: The Treasurer serves a two-year term. The Secretariat may be appointed to this position. The Secretariat may serve without term limits and must serve as an ex-officio member of the Board when appointed.

#### D. Nominations and Appointments

1. Officers are appointed by vote of the Board.
2. For the selection of Vice-President and Treasurer, the President identifies and nominates 1-2 candidates for each position.
3. The Board will consider these nominees and act on them by voice vote, or electronic vote.
4. The role of the President is automatically filled by the person who last served as Vice-President.

#### E. Vacancies

1. If a vacancy occurs in the role of President, the Vice-President will fulfill the remainder of the term as President.
2. If a vacancy occurs in the role of Vice-President, the President will identify and nominate 1-2 candidates to the Board to fulfill the remainder of the term. The Board will consider these nominees and act on them by voice vote, or electronic vote.
3. This interim service will not be counted as a full term.

#### 4.4 Meetings and Procedures

##### A. Regular Meetings

1. Regular meetings of the PMRA Board shall be held at least twice each year, one of which is to be held in conjunction with the annual conference.
2. Meetings may be held in-person or virtually to accommodate diverse participation.
3. Notice of regular meetings shall be provided to all Board members at least 5 days in advance.

##### B. Special Meetings

1. Special meetings may be called by the President or by a majority of the Board.
2. Meetings may be conducted virtually for efficient communication.
3. Notice of special meetings shall be provided to all Board members at least 3 days in advance.

#### 4.5 Quorum

A. A quorum for Board meetings shall consist of a majority of Board members. A majority for these purposes is defined as  $\frac{1}{2}$  plus one of the voting Board members and Officers of the Board of Directors.

B. A quorum for membership meetings shall consist of the members present.

#### 4.6 Executive Committee

##### A. Formation and Responsibilities:

1. The Executive Committee consists of the President, Vice President, Treasurer, and administrative personnel/ contractors per invitation of the President.
2. The Executive Committee oversees regular operational matters, urgent matters, and makes recommendations to the full Board.
3. The Executive Committee may act on behalf of the Board between regular meetings, with ratification of decisions at the next Regular Meeting of the Board.

#### 4.7 Ex-Officio Members

- A. Ex-officio members will include, if appointed, the PMRA Journals Director, Editors of JPART & PPMG, and the Director/Manager of the PMRA Secretariat.
- B. Immediate Past President

#### 4.8 Finances

- A. Membership dues are set by the Board.
- B. The President, Vice President, and Treasurer along with the PMRA Secretariat, prepare an annual budget for Board approval.
- C. The Board must approve the budget.
- D. The President, Vice President, and Treasurer are responsible for executing the budget.

### **Article V: Administration**

#### 5.1 Secretariat:

- A. The Board may select a university to serve as the administrative Secretariat, which will manage routine corporate affairs as needed.
  
- B. The terms and duration of the Secretariat contract are at the discretion of the Board and the contracting university.
  
- C. The President is responsible for overseeing the performance of the Secretariat and ensuring that their work meets the standards and requirements set by PMRA.

#### 5.2 Contractors:

- A. The President has the authority to engage contractors for specific tasks or services deemed necessary for the operations of the Association.
  
- B. All contracted work must align with the goals and objectives of PMRA.
  
- C. The President shall ensure that the engagement of contractors is within the approved budget set by the Board of Directors.
  
- D. The President is responsible for overseeing the performance of contractors and ensuring that their work meets the standards and requirements set by PMRA.
  
- E. Any significant contracts or expenditures related to contractor engagement shall be communicated to the Board in a timely manner.

## Article VI: Committees

### 6.1 Standing Committees

A. Standing Committees are established to assist the Board of Directors in fulfilling its duties and responsibilities and to provide specialized expertise and focus in key areas relevant to the PMRA's mission and activities.

B. The composition, responsibilities, and procedures for each Standing Committee shall be as follows:

1. Publications Committee:
  - a. Purpose: The Publications Committee oversees the strategic and business matters for the official scholarly journals of the Association.
  - b. Composition: The committee shall consist of at least 3 members. There shall be a Chair or Co-Chairs appointed by the President.
  - c. Responsibilities: The committee is responsible for managing logistics of publications, editorial matters, and assisting in the selection of editorial leadership for the journals.
2. Membership Committee:
  - a. Purpose: The Membership Committee manages matters related to association membership.
  - b. Composition: The committee shall consist of at least 3 members. There shall be a Chair or Co-Chairs appointed by the President.
  - c. Responsibilities: The committee develops strategies to increase and retain members, and reviews and suggests changes to membership dues.
3. Conference Committee:
  - a. Purpose: The Conference Committee works in collaboration with the President to select the university and site to host each Public Management Research Conference (PMRC). The committee continues to work with the selected hosts through completion of the conference.
  - b. Composition: The committee shall consist of at least 3 members. There shall be a Chair or Co-Chairs appointed by the President.
  - c. Responsibilities: The committee runs a process and provides a recommendation to the Board regarding a future conference site. Following selection by the Board, the committee coordinates with and advises the Conference Hosts as necessary.
4. Awards Committee:

- a. Purpose: The Awards Committee oversees awards including, but not limited to the H. George Frederickson Award, Beryl Radin Award, Camilla Stivers Award, Meier Travel Inclusion Awards, Riccucci-O'Leary Award, and Best Dissertation Award.
  - b. Composition: The committee shall consist of at least 3 members. There shall be a Chair or Co-Chairs appointed by the President.
  - c. Responsibilities: The committee appoints subcommittees for each award category as needed and ensures fair and transparent award selection processes. Additionally, they may be asked to evaluate requests for the establishment of new awards or the revision of current awards.
5. Investment/ Secretariat Oversight Committee:
- a. Purpose: The Investment/ Secretariat Oversight Committee monitors the performance and activities of the administrative Secretariat (if selected) and provides recommendations regarding the terms and duration of the Secretariat contract.
  - b. Composition: The committee shall consist of at least 3 members. There shall be a Chair appointed by the President. Additionally, the President shall appoint two other PMRA members with preference given to members with public finance expertise. The Vice-President, Secretariat, and Treasurer, will serve as ex-officio members of this committee.
  - c. Responsibilities: In addition to providing recommendations when requested regarding oversight of the Secretariat, the committee will provide recommendations regarding investment activity by assessing investment philosophy and progress.

#### 6.2 Ad Hoc Committees:

- A. The President may establish ad hoc committees as needed to address specific issues, tasks, or projects that arise during the course of the Association's activities.
- B. Ad hoc committees shall serve for a designated period and be dissolved upon completion of their assigned tasks or projects.
- C. The composition, responsibilities, and procedures for each ad hoc committee shall be determined by the President at the time of establishment, with consideration given to the expertise and availability of potential members.

### **Article VII: Conferences**

#### 7.1 Conference Organization:

A. A Conference Committee is appointed to complete a competitive process and then recommend future conference sites.

B. A Memorandum of Agreement is signed between the host university and PMRA outlining conference terms.

C. A Conference Committee, appointed by the President, coordinates with and advises the Conference Hosts.

## **Article VIII: Publications**

### 8.1 Journals:

A. The Journal of Public Administration Research and Theory (JPART) and Perspectives on Public Management and Governance (PPMG) are official scholarly journals owned by PMRA.

B. Membership includes a subscription to JPART and PPMG at a favorable rate.

C. Editors of JPART and PPMG, and the Journals Director, report to the PMRA Board.

D. The PMRA Journals Director, if one is appointed, oversees strategic and business matters for the journals.

E. The PMRA may support or sponsor other electronic and print publications.

## **Article IX: Amendments**

### 9.1 Process:

A. Amendments to these bylaws are proposed and changed by a 3/4 vote of the Board of Directors.

B. Any approved changes to these bylaws shall be shared via email with current members and within 30 days of approval by the Board.

## **Article X: Dissolution**

### 10.1 Dissolution:

A. In the event of dissolution, PMRA's assets shall be distributed for charitable or educational purposes.