



Bylaws of the Interpore Foundation for Porous Media Science and Technology

Article 1. Name and Nature

- a) The name of this organization shall be *Interpore Foundation for Porous Media Science and Technology*, hereafter referred to as *the IP Foundation*.
- b) The Foundation is a non-profit, non-governmental, independent, charitable organization, founded by the *International Society for Porous Media*, hereafter referred to as *InterPore*.

Article 2. Objectives

- a) To facilitate the outreach and educational activities of InterPore.
- b) To facilitate the participation of researchers from countries with financial difficulties and students in InterPore conferences, short courses, workshops and other InterPore events.
- c) To finance awards and prizes given by InterPore.

Article 3. Board of Directors

- a) The legislative and controlling body of the Foundation is the Board of Directors.
- b) The Board of Directors shall consist of no fewer than five (5) and no more than nine (9) persons.
All duly elected Directors shall have full voting privileges.
- c) Terms of Office and Removal — Directors shall be selected by the InterPore Council from among individuals nominated by the Foundation Board. Each Director is selected to serve for four years. In order to maintain continuity, half of the members are selected every two years.
- d) The Board of Directors contains all Officers of the Foundation: the Chair, Vice Chair, treasurer, secretary and communication officer. Officers of the Foundation are appointed by the InterPore Council.
- e) A Director can be removed by the InterPore Council at any time.
- f) Any Director may resign at any time by giving written notice to the chair. Such resignation shall take effect at the time specified therein, or, if no time is specified, at the time of acceptance thereof as determined by the President or the Board of Directors.

Article 4. Duties of Board of Directors

- a) The Board of Directors is the legislative and governing body of the Foundation.
- b) The Board of directors is controlled by the InterPore Council.
- c) The Board of Directors must provide an annual report to the InterPore Council.
- d) The Board of Directors can/should suggest new activities to promote objectives of the foundation. New activities require approval from the InterPore Council.
- e) Duties of the Chair — The Chair shall preside meetings of the Board of Directors, Foundation Committees, and task forces. The chair shall appoint members to Foundation committees and task groups and have the power to withdraw appointments made while in office or by previous Chairs, subject to approval of the Board of Directors. The chair shall be an ex-officio member of all Foundation task groups or committees.
- f) Duties of the Vice Chair — The Vice Chair shall assume the duties and powers of the Chair, at the request of the Chair or in the absence or incapacity of the Chair. The Vice Chair shall have such other powers and duties as may be assigned by the Chair.
- g) Treasurer — The Treasurer shall receive all funds due or payable to the Foundation; shall pay all outstanding accounts when these have been approved by the Chair, and shall officially receive all funds given or bequeathed to the Foundation. Information concerning these and all other transactions shall be transmitted to the Board of Directors. The Treasurer shall maintain all necessary bank accounts and records, and shall prepare an annual financial report to be submitted to the Board of Directors and InterPore Council.
- h) The board of Directors takes decisions on the level of funding allocated to various activities.
- i) Decisions of the Board of Directors are taken by simple majority vote.
- j) The Boards of Directors shall attract new funding to support the Foundation activities.

Article 5. Meetings

- a) The Chair should organize quarterly meetings of the Board of Directors of the Foundation.
- b) Written minutes shall be prepared for all meetings of the Board of Directors, committees, and task groups and copies shall be available to the InterPore Council and the Board of Directors.
- c) A quorum for the Board of Directors is at least two third of the total number of members. A quorum for other committee and task group meetings shall be at least one half of the total membership of those committees or task groups.

Article 6. Bylaws Changes and Amendments

- a) The InterPore Council decides on changes and amendments to the Foundation bylaws. Such changes and/or amendments can be proposed by the Foundation Board of Directors or the InterPore Council.