



## **Bylaws of NSCMID – The Nordic Society of Clinical Microbiology and Infectious Diseases**

**Background:** The original name of the Society was The Scandinavian Society for Antimicrobial Chemotherapy. SSAC was formed in 1983, originally to address issues in Antimicrobial Chemotherapy. The objectives of the society were changed in 2001 to “the Society shall facilitate the acquisition and distribution of knowledge in the fields of infectious diseases and clinical microbiology”. In 2011, the Society changes its name to “The Nordic Society of Clinical Microbiology and Infectious Diseases” (NSCMID) to fully correspond to the objectives. The objectives are not changed.

The most important venue for distributing knowledge is the annual scientific meeting of the Society which shall be held in all 5 Nordic countries in turn.

1. Any doctor or scientist engaged in clinical practice, research and/or development within the fields of infectious diseases and clinical microbiology can apply to the board for membership in the Society. Young scientists, not older than 35 years of age or “in specialist training”, are offered an "NSCMID young scientist" membership. Corporate members are accepted as non-voting members. The General Secretary is empowered by the board to accept new members into the Society whereas only the board can reject an application. A list of new members shall be presented to the board prior to the annual general meeting and to members at the annual general meeting.
2. The business of the Society shall be conducted by the board.
3. The fiscal year of the Society is from June 1 – May 31.
4. The official language of the Society is English.
5. The board shall consist of 10 members representing clinical microbiology and infectious diseases. Each Nordic country shall be represented on the board. The Chairman, the Chairman-Elect (representing different countries), the General Secretary and the Honorary Treasurer are chosen by the board from amongst the board members. Five members of the board form a quorum.

Members of the board are appointed for three years. Ordinary members can be re-elected/re-appointed once (a total of two 3-year terms). The General Secretary and the Honorary Treasurer can be elected for more than two terms.

The board appoints a Meetings President and a young scientist to serve as a non-voting member on the board for the 12 months preceding the upcoming NSCMID meeting.

Candidates for the board should be nominated no later than 6 weeks before the Annual General Meeting (AGM). The national societies of clinical microbiology and infectious diseases jointly appoint one member of the board from each Nordic country. The members elect the other 5 members. Should the societies waive their right to appoint a board member the board will nominate a candidate from that country to be elected by the membership at the AGM.



6. Members shall pay dues as suggested by the board and approved by the annual general meeting (AGM).

The fee for the "NSCMID young scientists" is half that of ordinary members. Ordinary members and young scientists are offered a lifetime membership at a fee which is 10 times the annual fee. The annual fee of corporate members is 100 times that of the annual fee of ordinary individual members.

The board is empowered to decide that members pay annual dues for 1 – 5 years at a time. This does not require a separate AGM decision.

All members are listed on the society website with name and country (but not full address or email-address).

Members who have not paid their membership dues during two consecutive years are automatically excluded.

7. The Society shall hold an Annual General Meeting (AGM) once every calendar year. The AGM shall be chaired by a meetings chairman proposed by the board and approved by the AGM. The agenda of the AGM shall be structured as follows:

- Chairman's welcome
- Appointment of meetings chairman and secretary.
- Chairmans report
- Honorary treasurer's report
- Release of responsibility of the board
- Membership dues (annual fee)
- New members of the board
  1. **nominations from national societies of clinical microbiology and infectious diseases**
  2. **election of new members of the board**
- New NSCMID members
- Report from the webmaster
- Reports from working groups
- Report from the SSAC Foundation
- The upcoming NSCMID scientific meetings
- Any Other Business

The agenda shall be posted on the NSCMID website at least three weeks prior to the meeting. Notice of proposals to be included on the agenda must have reached the General Secretary at least 6 weeks before the meeting. At the AGM, the Chairman and the Honorary Treasurer shall make their reports. The Honorary Treasurer shall present the statement of accounts, which must have been duly approved by a certified accountant and a member of the Society who is not on the board. Extraordinary general meetings may be held either at the discretion of the Board or upon a written and signed request by at least 50 ordinary members. At least six weeks' notice shall be given. Each ordinary member who is present at an AGM or an extraordinary general meeting shall have the right to vote on the proposals.

8. The bylaws of the Society can only be altered by a majority vote consisting of at least 20 ordinary members present at the AGM or by electronic (email, website) vote consisting of



at least 100 members. Proposals for changes in the bylaws of the Society should be submitted to the board 3 months before the AGM and posted on the SSAC website not less than six weeks before the meeting. All other decisions at an AGM require a simple majority.

9. Once a year the NSCMID arranges an annual scientific meeting which alternates between the Nordic countries. The scientific program is the joint responsibility of the Meetings President and the board. A preliminary budget for the meeting shall be presented to the board by the Meetings President no later than 12 months preceding the meeting and a final proposal at a board meeting 5 – 7 months before the meeting. When the board approves the budget the Society takes the full economic responsibility for the meeting.
10. Committees and Working groups under the auspices of the Society may be formed by the board for any purpose related to the objectives of the Society.
11. Meetings of the Society are private and the business of the Society may not be communicated to the press without a decision of the board.
12. A decision to dissolve the Society can only be suggested by the board. The decision is taken by a 2/3 majority of the members through a vote conducted among all members via mail. All ballots must be kept for at least three years. The assets of the Society should in this case be entrusted to the SSAC Foundation.

Proposal of 10.11.1988 with amendments of the board, November 10, 1988 and January 30, 1989. Approved by the AGM, November 3, 1989.

With amendments approved by the AGM, October 6, 1995 and November 15, 1996.

With amendments approved by the AGM, 25.10.2001.

With amendments approved by the AGM, 15.08.2005.

With amendments approved by the AGM, 21.08.2011.

SSAC board, 2011