



BCI SOCIETY BYLAWS

Version History

Version 1: These bylaws were drafted on October 18, 2018 and revised through September 4, 2019. The bylaws were approved by the BCI Society Board on October 21, 2019. The bylaws provide clarification to the Statutes governing the BCI Society.

The BCI Society Bylaws supplement the Statutes of the Society. In case of conflict, the Statutes prevail.

Conference Meeting Frequency

1. Society meetings will be held biannually

Membership

1. Current membership categories are: Regular, Postdoctoral Fellow, and Student.
2. Membership applications
 - a. Membership applications can be submitted via online submission form, email, or written letter.
 - b. Membership will be reviewed by a Board or Society member as designated by the Secretary-Treasurer. This member will have the authority to review and approve membership and will ask for vote by the Board prior to declining approval of a membership application.
3. Criteria to judge whether a prospective member has substantive scientific, technical, clinical, commercial, regulatory, or governmental expertise (or potential for) that are directly related to the objectives of the association.
 - a. Criteria for review include examples of publications, research topics, device development, or statement of interest in the field of BCI
4. The Board or a delegate (including a Society Member or a commercial partner) will keep a register containing the names and (electronic) addresses of all members.
5. Non-payment of dues will be considered notification of termination.
6. Membership fees
 - a. Membership dues and terms (e.g. 1 and 2-year membership) will be defined by the Board.
 - b. Members who have paid dues will not be refunded even if terminated early.
 - c. Majority vote by the Board is required to approve exemption for obligation for payment.

Board

1. Officer Elections
 - a. Election to each officer position is for a 2-year term.
 - b. The Board will determine whether the Secretary-Treasurer role is filled by one person or two acting independently as Secretary and Treasurer.
2. Officer Responsibilities
 - a. The President shall preside at all meetings of the Board, shall be responsible for executing policies determined by the Board, shall act as spokesperson for the Society, and shall see that all orders and resolutions of the Board are carried out. The President shall have the power to sign and execute alone in the name of the Society all contracts authorized either generally or

specifically by the Board, unless the Board shall specifically require an additional signature. The constraints described in Article 11.3 of the Statutes will, however, always apply. The President shall perform all the duties incident to the office of the President and shall perform such other duties as from time to time may be assigned by the Board.

- b. The Vice-President shall assist the President in his duties and substitute for the President when necessary. The Vice-President will become President at the end of the President's term provided the Board approves by at least two-thirds majority.
 - c. The Past President shall assist the President and shall be a member of the Board. Should the Vice-President be unavailable to substitute for the President, the Past President shall substitute for the President when necessary.
 - d. The Secretary-Treasurer shall assist the President and shall be responsible for the minutes of all meetings of Board and special meetings. The Secretary-Treasurer shall be responsible for overseeing all moneys and valuable effects in the name and to the credit of the Society, and for overseeing full and accurate accounting of receipts and disbursements in books belonging to the Society. The Secretary/Treasurer shall render to the President and Board at its regular meetings, or when Council so requires, an account of the financial transactions and status of the Society. The Secretary/Treasurer shall substitute for the President if neither the Vice President nor Past President can serve. The Secretary/Treasurer shall be responsible for the giving and serving of all notices of the Society, shall perform all the duties customarily incident to the office of Secretary/Treasurer, subject to the control of the Board, and shall perform such other duties as shall from time to time be assigned to the Secretary by the Board.
3. Committees
 - a. The Board has the power to form or disband committees that are formed to fulfill the needs and goals of the society. Committees may include, and be overseen by, members of the general meeting. The general meeting is an assembly to which all members of the BCI society are invited.
 4. Board Positions
 - a. The Board seeks to maintain a balanced representation of researchers of the implanted and non-invasive BCI field. Researchers with interest in related topics (e.g. ethics, user priorities, etc.) are also eligible for Board membership.
 - b. If the election has multiple categories, the Board will determine the appropriate voting method and inform members of the method prior to the vote.
 5. Board Elections and Reappointments
 - a. The calendar for 3-year Board memberships (rota) will be made available for members on the website
 - b. To be reappointed, the Board member must be nominated and be elected as part of a general member election.
 - c. A member can be reappointed for one additional 3-year term.
 - d. For Officers, the Board can appoint an additional 3-year term if that is necessary to complete the officer term, but only once. A shorter reappointment term can be specified if determined to be necessary or appropriate by the Board.
 6. Board Voting Mechanisms
 - a. In addition to oral or written vote by sealed ballots, the board can decide that votes can be submitted by email directly to the President
 - b. Email votes may be made publically by replying to the entire Board or privately by replying directly to the President or his designee.

General Meeting

1. The general meeting is an assembly to which all members of the BCI society are invited.
2. All votes will be cast orally unless a written vote will be deemed desirable by the President or one of the persons entitled to vote will have made the relative request prior to the vote. Written votes will be cast by unsigned sealed ballot papers. Voting can also be conducted by cast of hands.