

**BY-LAWS of
INORGANIC SYNTHESSES, INC.**

(Effective October 15, 2011).

ARTICLE I. NAME AND OBJECT

The name of this corporation is “Inorganic Syntheses, Inc.,” hereinafter referred to as the Corporation. The Corporation is completely nonprofit and has as its object the preparation, publication, and distribution of books, manuscripts, and other documents concerning synthetic inorganic chemistry and the promotion of experimental research in connection therewith.

The Corporation shall not devote more than an insubstantial part of the Corporation's activities to attempting to influence legislation by propaganda or otherwise, and shall not directly or indirectly participate in, or intervene in (including the publishing or distributing of statements), any political campaign on behalf of or in opposition to any candidate for public office.

ARTICLE II. MEMBERSHIP

Section 1. Eligibility. Any person over twenty-one years of age who has had training in and has expert knowledge of synthetic inorganic chemistry is eligible for membership in the Corporation.

Section 2. Membership. The members of the Corporation shall consist of those persons who are elected to membership and accept in writing the obligations of membership submitted to them, as defined in these By-Laws. All members are elected without term, except that members who do not submit or check a procedure for five years may be dropped from membership or reassigned as Emeritus Members by action of the Board of Directors. Editors of published volumes of “Inorganic Syntheses” automatically become life members of Inorganic Syntheses, Inc.

Section 3. Election. A slate of nominees shall be circulated to the membership in the call for the annual meeting. Additional nominations of new members may be made from the floor at any meeting of the Corporation. New members may be elected at any meeting of the Corporation by an affirmative vote of two-thirds of the members present. The President shall send each newly-elected person a notification of his/her election and the list of Duties and Responsibilities of Members and Officers, which are defined in Section 1 of Article VI of these By-Laws. New

membership is effective upon receipt by the President of a letter of acceptance of these Duties and Responsibilities. The President shall also notify persons who have been dropped from membership or reassigned as Emeritus Members by action of the Board of Directors.

Section 4. Resignation. Any member may resign by notice in writing to the President.

Section 5. Compensation. No member of the Corporation shall receive any personal compensation for his/her services to the Corporation, other than reimbursement of reasonable travel expenses incurred by Members of the Board of Directors to carry out official Board business.

Section 6. Special Categories. Persons who have been and shall be elected or assigned to special categories of memberships (e.g., Emeritus Members) are not voting members of the Corporation and can hold no elected office.

ARTICLE III. MEETINGS OF THE MEMBERS

Section 1. Agenda. The main business to be transacted during meetings of the members consists of:

1. The election of a) new members of the Board of Directors, and b) new members of the Corporation.
2. The hearing and discussion of reports from a) the officers of the Board of Directors, b) the Volume Editors of the next two scheduled volumes of "Inorganic Syntheses," and c) any standing or specially appointed committees.
3. Any matters deemed appropriate by the President.

Section 2. Annual Meeting. The annual meeting of the members of the Corporation shall be held at a place and a time designated by the President in consultation with the Board of Directors.

Section 3. Special Meetings. Special meetings of the Corporation may be called at any time by the Board of Directors or by the President. The President shall be required to call a special meeting whenever so requested in writing by six (6) members. Such meetings shall be held at times and places specified by the Board of Directors or the President.

Section 4. Voting. Any six (6) members of the Corporation shall constitute a quorum at any meeting. No voting by proxy shall be allowed.

ARTICLE IV. BOARD OF DIRECTORS

Section 1. Membership. The Board of Directors shall consist of seven (7) members. A slate

of willing and eligible nominees to fill vacancies on the Board shall be circulated to the membership in the call for the annual meeting. Nominations may be made by any member of the Corporation either by writing to the Board or by making a motion at a Corporation meeting. In order for any nomination to be valid at the time of the election, the President or presiding officer must have received before the actual balloting an affirmation from the nominee of his or her willingness to perform if elected the official duties listed in these By-Laws. The term of each Director shall be five (5) years. Directors may serve no more than two consecutive terms

Section 2. Election. Directors may be elected at any meeting of the Corporation by an affirmative vote of two-thirds of the members present. The President shall send each newly elected Director the list of Duties and Responsibilities of the Board of Directors, which are defined in Section 2 of Article VI of these By-Laws. The President shall also notify persons who have been and who have not been reelected as Directors of the Board.

Section 3. Meetings. The Board of Directors shall meet within a timely fashion following the annual meeting of the members of the Corporation each year, at which meeting the officers of the Corporation for the ensuing year shall be elected. Other meetings shall be held at such times and places as the Board determines. Five voting members of the Board of Directors constitute a quorum. No voting by proxy shall be allowed.

Section 4. Vacancies. Vacancies in the Board of Directors may be filled by a member of the Corporation until the next Corporation meeting. This temporary appointment may be made by a majority vote of those participating in any meeting, including an electronic meeting, of the Board, and becomes effective upon receipt by the President from the appointee of a letter of acceptance of the Duties and Responsibilities defined in Section 2 of Article VI of these By-Laws. At the next Corporation meeting, vacancies on the Board will be filled for the remainder (if any) of the original term by election from the members of the Corporation.

ARTICLE V. OFFICERS

The officers of the Corporation shall be a President, a Vice-President, a Secretary-Treasurer, and an Editorial Secretary. The officers of the Corporation also serve as officers of the Board of Directors, and must be members of that Board. The officers shall be nominated and elected annually by secret ballot at the regular meeting of the Board following the annual meeting of the members of the Corporation. Board members must indicate their willingness to serve as an officer, and a majority of the votes cast shall be required for election. Officers shall begin their terms, and the terms of previous officers shall terminate, immediately upon the conclusion of the

election. Multiple offices can be held by the same person, except that the offices of the President and Vice President shall be held by different persons.

In the absence of the President, the Vice-President shall perform the duties of the President, and in the absence of both the President and the Vice President, the Secretary-Treasurer shall perform such duties.

If an officer resigns from his/her office (by suitable notification of another officer of the Corporation) the office shall be filled for the unexpired term by a willing member in a majority vote by secret ballot of those participating in any meeting of the Board.

ARTICLE VI. DUTIES AND RESPONSIBILITIES

Section 1. Members. The primary responsibilities of each member of the Corporation shall include the following:

1. To submit at least one synthesis every five years.
2. To energetically solicit syntheses from others.
3. When possible, to check submitted syntheses.
4. When possible, to proofread volumes in preparation or revision.

Section 2. The Board of Directors. The primary responsibilities of the Board of Directors include the following:

1. To work for the benefit of the Corporation, taking into account the wishes of the majority of the members of the Corporation.
2. To attend to the administrative and business needs of the Corporation.
3. To supervise the preparation of volumes in the series. The schedule for solicitation and publication shall be planned well in advance, with the advice of the Publisher.
4. To solicit timely syntheses of high quality as required to make up a volume.
5. To select from the syntheses contributed those that will be checked.
6. To check a fair share of the experimental procedures, or to arrange for procedures to be checked in reliable laboratories.
7. To stand ready to be elected as an Officer or as a Volume Editor.
8. To assist the Volume Editors in editing the acceptable syntheses in a consistent style. Normally, the Director responsible for a particular synthesis will edit the text for accuracy, include revisions and clarifications as necessary, and return the revised draft, preferably in electronic form, along with the completed checking forms to the Volume Editor.

Section 3. President. The responsibilities of the President include the following:

1. To maintain efficient operation of the Corporation as described in these By Laws.
2. To encourage active membership and high professional standards in the Corporation.
3. To ensure that all active members of the Corporation are acquainted with its current activities.
4. To preside at all meetings and to call special meetings when necessary.
5. To appoint in the Spring of each year a nominating committee consisting of the Vice-president and two others to nominate new members of the Corporation and the Board.

Section 4. Vice-President. The responsibilities of the Vice-President include the following:

1. To perform the duties of the President whenever the President is unable to perform his/her duties (e.g., in the event of the absence, resignation, incapacitation, or death of a President).
2. To act as the chairman of a permanent committee to nominate new members of the Corporation and the Board. The Vice President shall prepare a dossier on each nominee and present these dossiers either electronically in advance of the meeting or in hard copy at the meeting at which members are to be elected.

Section 5. Secretary-Treasurer. The responsibilities of the Secretary-Treasurer include the following:

1. At each meeting of the Corporation and of the Board of Directors, to present the minutes of the previous Corporation for approval by the members present.
2. In March or April of each year, to mail to the membership an annual statement of the financial status of the Corporation.
3. To furnish any member, upon request, with a copy of up-to-date version of these By-Laws.
4. To send notices of meetings to appropriate members as specified in Articles III and VIII.
5. To handle the finances of the Corporation as described in Article IX.
6. To make financial arrangements for meetings and social functions, subject to the approval of the President.
7. To file appropriate statements with the Internal Revenue Service and the State of Illinois, if and as required by law. To forewarn the Board of Directors of any potential changes in the nonprofit status of the Corporation and to recommend appropriate actions to maintain that status.

Section 6. Editorial Secretary. The responsibilities of the Editorial Secretary are:

1. To receive and archive all manuscripts submitted for publication in “Inorganic Syntheses.”
2. To distribute copies of the submitted manuscripts to the Board of Directors for consideration.
3. To keep track of the status of all submissions, including whether they are newly received, rejected, assigned for checking, awaiting revision, or in press, and to whom they have been assigned for checking.

Section 7. Volume Editors. The primary responsibility of each Volume Editor is to prepare a volume in the series. Specific duties include:

1. For each submission for which the Volume Editor has responsibility, to send to the checker the following
 - i) a copy of the procedure as received from the submitter.
 - ii) copies of communications between the submitter and Inorganic Syntheses.
 - iii) one copy of the form “Costs and Contributions for Checking Procedures.”
2. To encourage checkers and submitters to complete their duties in a timely fashion.
3. To send the edited procedure to the submitter, along with questions and comments provided by the checker and Volume Editors.
4. If the submitter approves of the edited procedure, to prepare the revised and checked procedure for final review by the Board. If the submitter requests additional changes, these proposed changes are forwarded to the checker if deemed necessary by the Volume Editor.
5. To circulate the edited preparations to the Board and to the submitters for final review.
6. To submit the final corrected, edited preparations to the publisher.
7. To take final responsibility for perfect copy and proof.
8. To cooperate with the publisher on publicity and design of the volume.
9. About two months prior to publication, to provide the publisher with the names and current addresses of all individuals who have actively participated in the preparation of the volume (including the officers and other active members of the Corporation, the submitters, and the checkers) so that these individuals can be sent complimentary copies of the volume when published.
10. To cooperate with the succeeding Volume Editor to ensure a smooth transition

between volumes. Solicitation of a synthesis by the succeeding Volume Editor is insufficient reason for delaying publication of that synthesis.

11. To forward to the Secretary/Treasurer copies of the "Costs and Contributions for Checking Procedures" form submitted by the checkers.

ARTICLE VII. PUBLICATION OF VOLUMES

Section 1. Publisher. The President, acting in accord with the expressed desires of the Corporation members, shall have the responsibility of contracting in advance with a publisher for the publication of the volumes of "Inorganic Syntheses" at regular intervals. Any proposed contract must be approved by a majority vote of the members at a Corporation meeting. All royalties are to be paid to the Corporation.

Section 2. Credits. The name of the Volume Editor shall appear on the title page and after the preface in each volume of "Inorganic Syntheses." A Notice to Contributors, the content of which shall be the responsibility of the Board of Directors, shall be a part of each volume, and this Notice to Contributors shall be followed by the names of the Board of Directors in office at the time of submitting the final manuscript to the publisher.

Section 3. Election of Volume Editors. At an appropriate meeting of the Board of Directors, the Board shall nominate and elect from its ranks a person to be the Volume Editor of an upcoming volume of "Inorganic Syntheses." Elections shall be by secret ballot and shall require a majority of the votes cast.

ARTICLE VIII. NOTICES

Notice of the time and place of the annual meeting of the Corporation shall be given at least twenty (20) days in advance of the meeting. Notice of the time and place of each special meeting of the Corporation and of the Board of Directors shall be given so as to be received at least five (5) days in advance of the meeting. The notice of a special meeting shall specify the object thereof or the subjects to be considered thereat. All notices required by these By-Laws or otherwise for the purpose of the Corporation shall be in writing and shall either be personally delivered, mailed, or sent electronically to the members of the Corporation or of the Board of Directors, as the case may be. If mailed or sent electronically, they shall be addressed to such persons at their last known addresses.

ARTICLE IX. FINANCES

Section 1. Deposits and Withdrawals. All moneys of the Corporation shall be deposited in its name in such a bank or banks from time to time as designated by the Board of Directors. The Secretary-Treasurer shall invest and reinvest funds of the Corporation in such securities as the Board of Directors shall from time to time direct or approve. All checks drawn against any of the funds of the Corporation shall be signed by the Secretary-Treasurer or by the person designated by the Board of Directors. In case of the absence or inability to act of the Secretary-Treasurer or of such person so designated, the President or the Vice President of the Corporation shall sign necessary checks.

Section 2. Authorized Expenses. Funds are available to cover the costs of chemicals, analyses and unusual apparatus used for checking procedures. An honorarium may be paid to student co-checkers. The Secretary-Treasurer is empowered to reimburse checkers for expenses incurred in the performance of their duties which amount to less than a maximum amount per year or per submission specified by the Board of Directors. Prior approval of both the President and the Secretary-Treasurer shall be required for authorization of a checker's expenses which equal or exceed this maximum amount. In order to promote attendance at Board meetings, Inorganic Syntheses, Inc. may contribute toward expenses incurred by the Board of Directors and the Editorial Secretary to permit such attendance.

Section 3. Bonded Requirement. The Secretary-Treasurer and all persons authorized to sign checks or withdraw funds of the Corporation shall be duly bonded.

ARTICLE X. LIABILITY.

If any member or employee of Inorganic Syntheses, Inc., or any submitter or checker of a procedure submitted to "Inorganic Syntheses," is made party to any threatened, pending, or completed civil or criminal action, suit, or proceeding in any matter arising from the performance of his or her duties or responsibilities for or on behalf of Inorganic Syntheses, Inc., then, to the full extent permitted by law, the Corporation, by a majority vote of a quorum consisting of Directors who are not parties to such action, suit, or proceeding, or if such a quorum is not obtainable, by recommendation of independent legal counsel in a written opinion solicited by the Board of Directors, may:

1. Advance to each such person appropriate and reasonable amounts found by the Board so voting, to offset in whole or in part the expenses necessary to conduct his or her defense or appeal in the action, suit, or proceeding.

2. Allocate to each such person appropriate and reasonable amounts found by the Board so voting, to offset in whole or in part the expenses paid by him or her in the way of judgments, fines, amounts paid in settlement, and other reasonable expenses, including attorneys' fees actually and necessarily incurred, in connection with the action or proceeding; or appeal thereof, subject to the proper application of credit for any sums advanced to the person pursuant to clause (1) immediately preceding.

Before any person can receive indemnification from the Corporation, such person must deliver to the President a written guarantee to repay such indemnification, unless it shall ultimately be determined that he or she is entitled to be indemnified by the Corporation as authorized in this section. No indemnification shall be provided for any person with respect to any matter as to which he or she shall have been finally adjudicated in any action, suit, or proceeding not to have acted in good faith or not to have acted in the reasonable belief that his or her action was in the best interests of the Corporation or, with respect to any criminal action or proceeding, had reasonable cause to believe that his or her conduct was unlawful. The Board shall take into account the financial status of the Corporation when determining what amounts, if any, are appropriate and reasonable to advance or allocate according to the provisions of the clauses above.

ARTICLE XI. SEAL

The seal of the Corporation shall be circular in form and shall bear the following inscription: "Inorganic Syntheses Inc., Incorporated 1941, Illinois."

ARTICLE XII. AMENDMENTS

Article VI (Duties and Responsibilities) may be amended at any meeting of the Corporation by a two-thirds vote of the members present. All other parts of these By-Laws can be amended only by a vote by mail or by electronic mail of the entire Corporation membership. A mail-vote amendment must be first proposed and submitted by a member in writing at a meeting of either the Corporation or the Board of Directors. Approval by a two-thirds vote of those voting shall suffice to put the amendment on a mail ballot. Each member shall be notified of the proposed amendment and shall be given at least one month in which to respond. The votes shall be collected and tallied by the Secretary-Treasurer, and the tally shall be verified by another member of the Board of Directors. An amendment can be passed only by affirmative votes by at

least two-thirds of the responding members.

ARTICLE XIII. DISSOLUTION.

In the event of the dissolution of the Corporation, all assets of the Corporation shall be donated to the American Chemical Society for the use of the Inorganic Chemistry Division of the American Chemical Society, with the stipulation that such assets shall be used by the Inorganic Chemistry division for the furtherance of scientific research in inorganic chemistry in such a fashion as recommended by the Executive Committee of the Inorganic Division, and subject to the approval of the Board of Directors of the American Chemical Society.

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