SOUTHEASTERN SOCIETY OF PEDIATRIC DENTISTRY

CONSTITUTION AND BYLAWS

CONSTITUTION

ARTICLE I. NAME

The name of the organization shall be the SOUTHEASTERN SOCIETY OF PEDIATRIC DENTISTRY hereinafter referred to as "the Society" or "this Society".

ARTICLE II. PURPOSE

The purpose of this society shall be: to bring the Pediatric Dentists of the states of Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee, Virginia, West Virginia, and the Commonwealth of Puerto Rico into one organization for the advancement of the science and art of Pediatric Dentistry*, to encourage, sponsor and advance the achievement of a high and ethical standard of practice, education and research in the art and science of all phases of dentistry for children, adolescents and the handicapped; and the continued education of the health professions and the public concerning recognized scientific advancements in the dental and general health of children.

*DEFINITION OF PEDIATRIC DENTISTRY: Pediatric dentistry is an age-defined specialty that provides both primary and comprehensive preventive and therapeutic oral health care for infants, and children through adolescence, including those with special health care needs.

ARTICLE III. AREA

Section 1. The confines of this Society shall be the states of Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee, Virginia, West Virginia and the Commonwealth of Puerto Rico.

Section 2. The members of this Society shall meet the Bylaw eligibility requirements as provided in Chapter I of the Bylaws.

ARTICLE IV. ORGANIZATION

Section 1. The Society is a non-profit corporation organized under the laws of the State of Virginia.

Section 2. The Society shall have and continuously maintain in the State of Virginia, a registered office and a registered agent whose office shall be identical with such registered office, and may designate other offices within or without the State of Virginia as the Board of Directors may from time to time determine and has such other powers as granted by the Corporation Acts of the State of Virginia.

Section 3. Upon the dissolution of the corporation, the Board of Directors shall, after paying or making provision for the payment of all the liabilities of the corporation,
dispose of all the assets of the corporation exclusively for the purposes of the corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the Board of Directors shall determine. Any of such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principle office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

Section 4. No part of the net earnings of the corporation shall insure to the benefit of, or be distributed to, its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distribution in furtherance of its purposes. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate of public office. Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on (A) by a corporation exempt from Federal income tax under section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Revenue Law) or (B) by a corporation, contribution to which are deductible under section 170 (c) (2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Revenue Law).

ARTICLE V. GOVERNMENT

Section 1. The legislative and controlling body of this Society shall be the voting membership gathered together and shall be known as the General membership.

Section 2. The administrative body of this Society shall be a Board of Directors as provided in Chapter VI of the Bylaws, which may hereinafter be referred to as "the Board".

ARTICLE VI. OFFICERS AND DIRECTORS

Section 1. The elective officers of this Society shall be the President, President-Elect, Vice President, Secretary-Treasurer and the AAPD district trustee each of whom shall be elected by the general membership.

Section 2. The appointed officers of this Society shall be an Executive Director, Editor, Parliamentarian and Resident Agent, each appointed by the President and approved by the Board of Directors and as provided in Chapter VII of the Bylaws.
Section 3.

The Board of Directors shall consist of the President, President-Elect, Vice-President, Secretary/Treasurer, the two (2) immediate past Presidents, and up to eleven (11) Directors representing the state units, and one Member-At-Large who is elected by the Society membership. The Executive Director, Resident Agent, Editor, Parliamentarian and the AAPD elected district trustee shall serve as ex-officio members of the Board without vote.

ARTICLE VII. MEETINGS OF THE SOCIETY

There will be a meeting of the Society held annually in accordance with Chapter IV of the Bylaws.

ARTICLE VIII. AMENDMENT

This constitution may be amended by an affirmative vote of two-thirds of the active members present and voting at any annual meeting of the Society, or at any special meeting called for this purpose, as provided in Chapter XI of the Bylaws.

BYLAWS

CHAPTER I. MEMBERSHIP

Section 1. There shall be nine (9) categories of membership: Active, International, Life, Inactive, Associate, Retired, Student, Affiliate and Honorary

Section 2. ACTIVE: An ethical dentist may be considered for Active membership provided the applicant:

1. Is practicing and/or performing research and/or teaching and/or administrating Pediatric Dentistry in an educational institution within the geographic confines of this Society.

2. Meets the educational requirements of the American Dental Association for the announcement of ethical practice in pediatric dentistry.

3. Is a member of, and maintains membership in the American Academy of Pediatric Dentistry. This requirement does not apply to Active members of the Society prior to March 31, 1997 and who maintain continuous membership in the Society from that date.

4. Membership becomes effective following review and approval of the application by the Board of Directors.

Section 3. INTERNATIONAL: This category of membership is available as an option for all pediatric dentists who meet the qualifications established for Active membership as
outlined in Chapter 1, Section 2 (with the exception of those pediatric dentists in the federal services) who practice, teach, or do research outside the United States.

Section 4. LIFE: This category of membership is available to Active members who have been members in good standing of the Society for twenty (20) consecutive years, have reached the age of sixty-five (65) years, continue to fulfill the provisions set forth in Chapter 1, Section 2, and have paid all dues and assessments through the calendar year in which application for Life membership is made.

Section 5. INACTIVE: This category of membership is reserved for members who were previously Active, Life or Associate members who receive no income from dentistry but who wish to maintain a relatively close association with the Society.

Section 6. ASSOCIATE: This category of membership is available, upon application, to the following individuals:

1. Was a former ethically announced pediatric dentist who no longer practices his specialty and resides within the geographic confines of this Society, or

2. Meets the educational requirements of the American Dental Association for the announcement of ethical practice in pediatric dentistry, but does not reside within the geographic confines of this Society, or

3. Is a Diplomat of, or Board Eligible, in one of the specialty areas of dentistry recognized by the American Dental Association other than pediatric dentistry.

4. If a pediatric dentist, is a member of the American Academy of Pediatric Dentistry if residing in the United States or on active duty with the Uniformed Services stationed outside the United States. This requirement does not apply to Associate members of the Society prior to March 31, 1997 and who maintain continuous membership in the Society from that date.

5. Has been elected by a majority vote of the Board of Directors following review by the Society Central Office.

6. Associate members shall be privileged to attend all meetings of the Society and shall pay the same dues and fees as any Active member.

Section 7. RETIRED: This category of membership is available to Active, Life and Associate members upon application and who:

1. Have been an Active, Life, or Associate member in good standing of this Society,

2. Have voluntarily and completely retired from dental, practice, teaching, and/or administration,

3. Are not engaged in part-time practice or employed in a dental administrative or teaching capacity in a full-time basis for which remuneration is received.
4. Have paid all dues and assessments through the calendar year in which application for Retired membership is made,

5. Membership becomes effective upon approval of the completed application and a majority vote of the Board of Directors following review by the Executive Director.

Section 8. A STUDENT member shall be an individual who:

1. POSTDOCTORAL STUDENT: Is available on application to a student who is either a full-time or part-time postdoctoral student enrolled in an educational program in pediatric dentistry and accredited by the American Dental Association or its foreign equivalent.

2. PREDOCTORAL STUDENT: Is a predoctoral student on application who is enrolled in an educational program in dentistry accredited by the ADA CODA.

2. Student members shall be exempt from payment of Society dues.

Section 9. AFFILIATE: This category of membership is available, upon application to all other individuals whose interests are consistent with the mission of the Society.

Section 10. HONORARY: Honorary members shall be an individual who may not otherwise be eligible for membership in the Society but who have made unusual or outstanding contributions to the science, teaching, and/or practice of pediatric dentistry. Candidates for HONORARY membership may be proposed and recommended by two (2) Active or Life members of the Society to the Membership and Credentials Committee. Following nomination, unanimous recommendation of the Membership and Credentials Committee and the Board of Directors of this Society is needed prior to presentation to the membership. A majority vote of the membership present, eligible, and voting at any annual meeting shall be required for election.

Section 11. PRIVILEGES:

1. ACTIVE and LIFE members shall be eligible to:
   a. Attend all meetings of the Society
   b. Vote on all issues brought before the membership
   c. Hold office and serve on committees
   d. Active members shall Receive copies of all general membership communications and publication, including the SSPD roster
   e. Life members shall receive at no fee copies of all general membership communications and may receive other publications and roster on a fee per item basis as determined by the President and Executive Director (Since they pay no dues - this is same as for retired members).

2. INACTIVE members shall be eligible to:
a. Serve on committees, but not vote or hold office
b. Attend all meetings of the Society
c. Receive requested membership services at a cost determined by the Board of Directors

3. INTERNATIONAL AND ASSOCIATE members shall be eligible to:
   a. Serve as consultants to committees, but not vote or hold office
   b. Attend all meetings of the Society
d. Receive copies of all general membership communications and publication, including the SSPD roster.
   e. Maybe assessed a fee for required international postage as determined by the Board of Directors.

4. STUDENT members shall be eligible to:
   a. Serve as consultants to committees, but not vote or hold office
   b. Attend all meetings of the Society
c. Receive copies of all general membership communications and publication, including the SSPD roster

5. RETIRED members shall be eligible to:
   a. Serve as consultants to committees, but not vote or hold office
   b. Attend all meetings of the Society
c. Receive at no fee copies of all general membership communications and may receive other publications and roster on a fee per item basis as determined by the President and Executive Director.

6. AFFILIATE members shall be eligible to:
   a. Serve on committees, but not vote or hold office.
   b. Attend all meetings of the Society
c. Receive copies of all general membership communications and publications.

7. HONORARY members shall be eligible to:
   a. Serve as consultants to committees, but not vote or hold office
   b. Attend all meetings of the Society
d. Receive copies of all general membership communications and publication, including the SSPD roster.

Section 12. APPLICATION PROCEDURE

1. Applications for all categories of membership shall be submitted to the Executive Director in such form as the Society may designate.

2. The appropriate dues and application fees for the category of membership for the current fiscal year shall become payable with the application for membership and shall be delivered to the Executive Director of the Society. In the event the application for membership is not approved, the dues will be refunded.
3. Upon receipt of the application for membership the Executive Director shall review the applicants’ qualifications to assure that they conform to the respective requirements for membership as set forth in this Chapter. This information is then forwarded to the Membership and Credentials Committee.

4. Applications for all membership categories except STUDENT and all recommendations for HONORARY membership shall be delivered to the Society Central Office for appraisal and action. Applications for all categories of membership except HONORARY shall be granted provisional membership upon satisfactory completion of the application. This membership shall become final following an affirmative vote of a majority of the Board of Directors voting at any scheduled meeting of the Board. The Board may vote on applications for HONORARY membership at any scheduled meeting of the Board.

5. STUDENT membership will be granted following the completion of the application, and recommendation of the Society Central Office.

CHAPTER II. SUSPENSION OR EXPULSION OF MEMBERS

Section 1. Members may be suspended or expelled for failure to pay dues appropriate for their membership category. Any member in default of payment of dues shall be suspended ipso facto from all privileges of membership. Failure to pay dues by March 31st of any year may result in termination of membership.

Section 2. A member whose membership has been terminated by operation of any of the foregoing provisions, may be restored to membership by application to be accompanied by a reinstatement fee in the amount of one (1) year's dues and payment of all assessments, made during the time the membership was in lapse, together with the documented evidence that the delinquency or delinquencies effected the termination of membership have been fully corrected.

Section 3. Any member may be removed from membership by a three-fourth vote of the Board of Directors at any general or special meeting of the Board called for that purpose, for unethical conduct in his practice, research or teaching or upon his conviction of a felony, or for other conduct involving moral turpitude.

CHAPTER III. FISCAL YEAR

The fiscal year for the Society shall begin on June 1st and terminate on May 31st of each year. The records of the Society shall be audited each year prior to the 1st day of September by a person or persons designated by the President, and approved by the Board of Directors. A report shall be presented to the Board of Directors at their next Board of Directors meeting.
CHAPTER IV. MEETINGS OF THE SOCIETY

Section 1. A meeting of the Society shall be held annually at a time and place selected and announced by the Board of Directors.

Section 2. Notice of any annual business meeting shall be given to each member in writing or electronically at least sixty (60) days prior to the meeting.

Section 3. The President shall be primarily responsible for the agenda of the annual business meeting.

Section 4. Meeting shall be open to members of the Society and approved guests as set forth in Chapter IV. Section 5 of the Bylaws.

Section 5. Guests are those individuals who are not applicants nor eligible for membership and who would contribute to the Society's objectives by being present, or other persons the Society may wish to invite. A member of the Society may bring a guest to the Annual Meeting, but he shall be limited to one (1) visit every three (3) years. A request for guest attendance shall be submitted to the Executive Director at least thirty (30) days prior to the meeting date. The Executive Director shall be empowered to approve processing of guest applications except where qualifications are questionable. In such cases, the Ethics and Credentials Committee must approve the application.

CHAPTER V. VOTINGS AND ELECTIONS

Only Active and Life Members of the Society shall, at every meeting of the membership, be entitled to one (1) vote in person upon each subject properly submitted for a vote. Election of officers and Member-At-Large Director of the Board of Directors shall be held annually. An officer and Member-At-Large Director of the Board of Directors shall be duly elected when he or she receives a majority of the votes cast at an election.

CHAPTER VI. OFFICERS AND DIRECTORS

Section 1. The business, property and affairs of this Society shall be managed by a Board of Directors.

Section 2. The elected officers of the Society shall consists of the:
   1. President
   2. President-Elect
   3. Vice-President
   4. Secretary-Treasurer

All but the President shall be elected at the annual election to be held during the annual business meeting of the Society. The President-Elect automatically assumes the office of the President at the next annual business meeting following election to President-Elect.
Section 3. Nominations for the respective offices shall be made by a Nominating Committee consisting of the three (3) most recent living Past-Presidents with the senior committee member serving as chairperson.

Section 4. The officers shall be elected for a term of one (1) year and shall continue in office until their respective successors are elected and assume the responsibilities of office. If desired, the Member-At-Large Director shall be elected every three (3) years for a three year (3) term. An individual who has served one full term cannot immediately succeed to another term as a Member-At-Large Director.

Section 5. The Board of Directors shall consist of the President, President-Elect, Vice-President, Secretary, the two (2) immediate past Presidents, and up to eleven (11) Directors representing the state units and one Member-At-Large elected by the Society membership, if desired. The Executive Director, Resident Agent, Editor, Student liaison, Parliamentarian and the AAPD elected district trustee shall serve as ex-officio members of the Board without vote.

Section 6. Each recognized American Academy of Pediatric Dentistry component society in the ten (10) states and the Commonwealth of Puerto Rico shall be eligible to elect or appoint a member to the Board of Directors for a three (3) year term. State unit Directors may serve successive terms. The term of office of the Student Liaison is three (3) years. The term of office of the Editor is three (3) years and can be renewed up to two (2) additional three (3) year terms. The Parliamentarian has a term of office of one (1) year that is renewable without limit. At the request of a member of the Board of Directors additional individuals may be invited to attend meetings of the Board of Directors.

Section 7. Attendance at meetings of the Board of Directors and its committees shall be limited to members of the Board and invited guests. Society members may attend as observers on a self-sustaining and space available basis, upon requesting such to the Central Office in advance of the meeting.

Section 8. The Board of Directors shall have, and exercise the authority of the Society in the management and the business of the Society between meetings of the general membership. Each of the Directors and the Officers shall have one vote in issue presented to the Board members unless specifically prohibited by these bylaws.

Section 9. Vacancies that occur among the said officers or Directors shall be filled through appointment by a majority vote of the remaining members of the Board of Directors. Vacancies on the Board of Directors from a specific state shall be filled by that state unit from the eligible members from the appropriate state. Each person so elected to fill a vacancy shall remain a Director until the expiration of the vacated term of office. A Director who has filled an unexpired term shall be eligible to be elected to serve a full-term. The Board of Directors of this Society
shall have the power to fill any other vacancies and to appoint such other officers and agents as the Board of Directors may deem necessary for the transaction of the business of the Society.

Section 10. Any officer or agent may be removed by the Board of Directors, following a hearing, by a two-thirds (2/3) vote of the Board of Directors, whenever the interest of the Society is best served.

CHAPTER VII. DUTIES OF THE OFFICERS

Section 1. **PRESIDENT**: The duties of the President shall be to:

1. Serve as the chief executive officer and official representative of this Society in its contracts with government, civic, business, and professional organizations for the purpose of advancing the objectives and policies of this Society
2. Serve as Chair of the Board of Directors and the Executive Committee
3. Serve as the presiding officer of the meetings of the General Membership
4. Present an annual report to the Board of Directors
5. Present to the General Membership at its annual business meeting a report on the activities of the Board of Directors, as well as such matters deemed of importance to the Society
6. Call special meetings of the Board of Directors and the Executive Committee
7. Nominate all appointments subject to approval of the Board of Directors, except as otherwise provided in these Bylaws
8. Nominate individuals to fill any vacancy on the Board of Directors and to fill all other vacancies not provided in these Bylaws
9. Upon expiration of the term of office as President serve as a member of the Executive Committee for the following one (1) year, as a member of the Board of Directors for the following two (2) years and as a member of the Nominating Committee for the following three (3) years
10. Serve as an advisory member of all committees
11. Perform such other duties as may be provided in these Bylaws

Section 2. The duties of the **PRESIDENT-ELECT**: President-Elect shall be to:

1. Serve as a member of the Board of Directors and the Executive Committee
2. Succeed to the office of President without other election at the next annual meeting of the Society following election as President-Elect
3. Assume the duties of President in case of the latter’s absence, disability, resignation or death
4. Preside when it is necessary for the President to leave the chair
5. Serve as Chair of the Budget and Finance Committee
6. Serve as a consultant to all committees
7. Perform such other duties as may be provided in these Bylaws or as directed by the President or the Board of Directors

Section 3. **VICE PRESIDENT**: The duties of the Vice President shall be to:
1. Serve as a member of the Board of Directors and the Executive Committee
2. Perform the duties of the President-Elect in the event of temporary or permanent vacancy in that office as provided in these Bylaws
3. Perform such other duties as may be provided in these Bylaws or as directed by the President or the Board of Directors

Section 4. **SECRETARY-TREASURER:** The duties of the Secretary-Treasurer shall be to:
1. Serve as a member of the Board of Directors and the Executive Committee
2. Serve as Secretary to the Board of Directors
3. Serve as a member of the Budget and Finance Committee
4. Maintain oversight of all monies, securities, and deeds belonging to the Society
5. Perform the duties of the Vice-President in the event of temporary or permanent vacancy in that office as provided in these Bylaws
6. Perform such other duties as may be provided in these Bylaws or as directed by the President or the Board of Directors

Section 5. The **Editor** shall be appointed by the President with the approval of the Board of Directors. The Editor shall be responsible for all publications of the Society and correspondence with professional journals and publications. The Editor may perform such other duties as directed by the President.

Section 6. The **Resident Agent** shall be appointed in accordance with the regulations of the Corporation Commission of the State of Virginia by the President with the approval of the Board of Directors. The Resident Agent shall serve as an ex officio member of the Board of Directors without a vote.

Section 7. The **Executive Director** shall:
1. Be nominated by the Executive Committee and appointed by majority approval of the Board of Directors
2. Serve as the administrative head of the Central Office of the Society and all its branches
3. Engage all employees for the Central Office according to established administrative procedure
4. Serve as custodian of all monies, securities, and deeds belonging to the Society and to hold, invest and disburse these subject to the direction of the Board of Directors
5. Prepare a preliminary budget annually and submit it to the Budget and Finance Committee for review
6. Serve as a member of the Budget and Finance Committee
7. On or before January 1st of each year notify each member of the amount due to the Society for the ensuing year (fiscal) and request payment by made on or before the 31st day of March of that year.

8. Prepare an annual report on the activities of the Central Office to the Board of Directors.

9. Perform such other duties as may be provided in these Bylaws or as directed by the President or the Board of Directors.

Section 8. The Parliamentarian shall:

1. Attend all meetings of the Board of Directors, the Executive Committee and the membership of the Society.

2. Advise the President, in the position of Chair, in the conduct of the meetings of the Executive Committee, the Board of Directors and the membership of the Society. The Parliamentarian cannot make rulings, but advises the presiding officer.

3. Aid, give opinion, advise or explain a procedural problem when requested by the Board of Directors, committees, members or Office staff.

4. Instruct tellers as to their duties and assist in certification of ballot results.

5. Be responsible for seeing that no procedural details are overlooked, to anticipate parliamentary strategy and be certain that all parliamentary requirements are observed.

6. Perform such other duties as prescribed by the President.

CHAPTER VIII. ELECTION AND INSTALLATION OF OFFICERS

Section 1. The officers of the Society shall be elected during the annual business meeting of the Society. Nominees for the several offices and the Member-At-Large Director shall be presented to the membership by the Nominating Committee, which shall submit a nominee for each office. Nominations shall also be permitted from the floor.

Section 2. All elective officers and Member-At-Large Director shall require, for election, a simple majority of the votes of those members present and voting. In the event the initial balloting does not result in a majority, the two (2) nominees receiving the highest number of votes shall have a run-off election to establish a simple majority. In each case the initial balloting does not result in a clear-cut first and second choice, numerically, and the same number of votes are cast for either first or second place nominees, a run-off election shall be held involving all first and second place nominees to establish the election by a simple majority.

Section 3. The President-Elect shall be elected one (1) year in advance of his assumption to the office of President. Until his assumption of the office of the Presidency, he shall assume the duties and responsibilities herein imposed upon the President-Elect.
Section 4. The installation of officers shall be conducted at the annual meeting of the members.

CHAPTER IX. COMMITTEES

Section 1. The Committees of the Board of Directors shall be:

1. EXECUTIVE COMMITTEE: The Executive Committee shall consist of the President, President Elect, Vice President, Secretary-Treasurer and Immediate Past President. The Executive Director and Parliamentarian shall be an ex officio members without the right to vote. The President shall serve as Chair of the Executive Committee. The duties of the Executive Committee shall be to:
   1. Conduct all interim business of the Society.
   2. Review annually the budget.
   3. Review and approve contracts of the Society unless such approval of said contracts is specified elsewhere in these Bylaws.
   4. Conduct an annual review of the office of the Executive Director.

2. BUDGET AND FINANCE COMMITTEE: The Budget and Finance Committee, shall consist of the President Elect, Secretary-Treasurer, the Chair of the Continuing Education Committee, and the Executive Director who shall serve as an ex officio member without vote. The President-Elect shall serve as the chair. The committee shall review the budget and finances of the Society, review the annual audit of the Society and make recommendations to the Board of Directors for their approval.

3. NOMINATING COMMITTEE: The Nominating Committee shall consist of the three (3) most recent living Past Presidents. The senior committee member shall serve as chair.

Section 2. The Board of Directors may appoint and/or dissolve such standing and special committees as needed to accomplish the mission and activities of the Society. The composition and duties of such committees are described in the SSPD Administrative Policy and Procedures Manual.

Section 3. Special Committees
   The President may appoint special committees and chairs as deemed necessary or as directed to do so by the Board of Directors.

CHAPTER X. DISTRICT ORGANIZATION

Section 1. The confines of this Society shall be the states of Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee, Virginia, West Virginia and the Commonwealth of Puerto Rico.

Section 2. Responsibilities: This Society shall be to:
   1. Facilitate communication between the AAPD and the State Units
2. Provide educational opportunities for the members
3. Communicate with the representatives from its State Units to facilitate communication between the State Units and the AAPD
4. Assist in advocating and coordinating efforts at the district and state level for improvement of the oral health of children

Section 3. Duties: This Society shall:
1. Have a Board of Directors with at least one member position available for each State Unit in the district
2. Include the elected AAPD district trustee as an ex-officio member of the Board of Directors
3. Accept nominees for AAPD district trustee from State Units and forward the names to the AAPD Headquarters office
4. Accept nominees from the AAPD Council appointments from the State Units and forward the names to the AAPD district Trustee.
5. Elect one member from the district to serve on the AAPD Nominations Committee

CHAPTER XI. DUES, ASSESSMENTS AND FEES

Section 1. The fee and due date for an application to any type of membership shall be established by the Board of Directors and approved by the membership at the annual business meeting or special meeting.

Section 2. The annual dues and their due date, for all categories of membership affected shall be established by the Board of Directors and approved by the membership at any regularly scheduled business meeting or special meeting called for that purpose; providing at least thirty (30) days notice has been given to the membership of such impending action. Dues for Life, Retired, Student and Honorary Membership are waived.

Section 3. Assessments may be levied upon the membership at any annual business meeting or special meeting of the membership by a two-thirds (2/3) vote of the members present, entitled to vote and voting.

CHAPTER XII. PROCEDURES

Section 1. Amendments to the Constitution and Bylaws may be proposed by any member and shall be submitted to the Executive Director in written form, delivered and dated at least sixty (60) days prior to the annual business meeting. The Executive Director shall transmit the proposed amendment to the Constitution and Bylaws Committee Chair within ten (10) days of receipt. Any proposed amendment to the Constitution and Bylaws shall be submitted to the membership no later than thirty (30) days prior to the annual business meeting or at a special meeting called for such purposes.
Section 2. The Constitution and Bylaws may be repealed or amended by a two-thirds (2/3) vote of the members present and entitled to vote and voting at any annual business meeting of this Society, or these Bylaws may be repealed or amended at a special meeting called for such purpose, provided, however, that due notice of the proposed amendment shall have been mailed to each of the members of the Society at least thirty (30) days prior to such action. The Constitution and/or Bylaws may be amended or repealed at any annual business meeting without prior notice of the proposed amendment, by the unanimous vote of the members present, entitled to vote and voting.

Section 3. The parliamentary procedures of the Society shall be governed by the current edition of Sturgis Standard Code of Parliamentary Procedures.