

A.O.R.N.
Central San Joaquin Chapter #0502
BYLAWS

ARTICLE I
NAME

The name of this professional organization is the Association of periOperative Registered Nurses of Central San Joaquin Valley #0502.

ARTICLE II
PURPOSE

The purposes of the Association are:

- A. To unite registered professional operating room nurses for the purpose of maintaining an Association dedicated to the constant endeavor of promoting the highest professional standards of perioperative nursing practice for the optimum care of the patient before, during, and after operative and other invasive procedures;
- B. To provide opportunity for continuous learning through diversified educational activities;
- C. To study, discuss, research, and exchange information in the field of perioperative nursing;
- D. To hold meetings at intervals for the purposes of this Association;
- E. To cooperate lawfully with other professional associations, health care facilities, universities, industries, technical societies, research organizations and governmental agencies in matters affecting the foregoing purposes of the Association; and
- F. To otherwise lawfully adopt policies and conduct programs for the improvement of perioperative nursing practice provided that the policies and programs are consistent with the requirements that the Association is not organized for profit and no part of its earnings inure to individuals.

ARTICLE III
MEMBERSHIP AND DUES

Section 1: Membership in the Association is contingent on compliance with requirements as specified in these bylaws.

Section 2: Membership is unrestricted by consideration of nationality, race, creed, life-style, color, sex, and age.

Section 3: Categories of membership in this Association are chapter member, member at large, retired, student and associate.

- A. Chapter Member: A registered professional nurse who supports the mission of A.O.R.N. living in an area where a chapter exists.
- B. MEMBER AT LARGE: A registered professional nurse who supports the mission of AORN and does not have access to a chapter.
- C. Retired: A retired registered professional nurses who supports the mission of A.O.R.N.
 - 1. Qualifies to be a member-at-large.
 - 2. If a chapter membership is selected, applicable chapter dues may be assessed.
- D. Student: An individual pursuing education leading to eligibility to sit for the registered nursing licensing examination.
 - 1. May choose local chapter affiliation.
 - 2. May not hold elective office.
 - 3. May not serve as a delegate to the A.O.R.N. House of Delegates.
 - 4. This is a nonvoting category.
- E. Associate: An individual who supports the mission of AORN and who is primarily engaged in one of the following professions: health care industry representative, central service professional, physician, health care administrator, perioperative and facility material management, informatics personnel or pharmacist.
 - 1. May choose local chapter affiliation.
 - 2. May not hold elective office.
 - 3. May not serve as a delegate to the AORN House of Delegates.
 - 4. This is a nonvoting category.

Section 4: Termination

- A. The Board of Directors may terminate a membership for failure to meet membership requirements, provided the member was offered an opportunity to have an unprejudiced hearing if requested at which the member was permitted to defend against the termination.
- B. If terminated, the member may be allowed to rejoin by the Board of Directors after demonstrating eligibility for membership.

Section 5: Dues

- A. Annual membership dues in the Association are determined by the Board of Directors and subject to ratification by the membership.
- B. Dues shall be paid according to established policy.
- C. Delinquency: any member whose dues are not received by the last working day (at Headquarters) of the member's renewal month is automatically terminated as a member, and all privileges of the Association are withdrawn.

**ARTICLE IV
OFFICERS**

The officers of the Association are: President, President-elect, Vice President, Secretary, and Treasurer with responsibilities outlined in the Policy Manual.

- A. President: Serves as the official representative of the Association and presides at all meetings of the Association and the Board of Directors.
- B. President-elect: Observes and assists the President in preparation for assuming the duties and responsibilities of that office.
- C. Vice President: Performs the duties of the President in the absence or inability of the President to act.
- D. Secretary: Maintains records of the proceedings of all business meetings and affairs of the Association and the Board of Directors.
- E. Treasurer: Monitors the fiscal affairs of the Association and provides reports and interpretation to the membership and the Board of Directors.

**ARTICLE V
BOARD OF DIRECTORS**

The Board of Directors consists of the officers and six elected members. It has power, authority, and responsibility to manage the affairs of the Association, except to modify action of the members.

**ARTICLE VI
NOMINATING COMMITTEE – NOMINATIONS – ELIGIBILITY – ELECTIONS –
TERMS – VACANCIES – REMOVAL**

Section 1: Nominating Committee

- A. The Nominating Committee consists of three members. One member is elected in the even numbered years and two in the odd numbered years, each serving for a term of two (2) years.
- B. The immediate past President will automatically become a non-voting member of the committee following the term of office as President.

Section 2: Nominations

- A. The Nominating Committee prepares and presents a slate of candidates to serve in elected capacity.
- B. Nominations for elected officers may be made from the floor at the time the slate is presented, provided that eligibility has been verified and written consent to serve if elected was obtained from the nominee and is submitted at the time of nomination.

Section 3: Eligibility

- A. To be eligible for elective office as a member of the Board of Directors or as a member of the Nominating Committee, a nominee must currently provide or have previously provided perioperative nursing care that addresses(ed) the needs of patients preoperatively, intraoperatively, and postoperatively.
- B. To be eligible for the office of President-elect or Vice President, a nominee must have served at least one (1) year as a member of the Board of Directors.
- C. The members of the Nominating Committee may not be listed as candidates for election on a slate that they have prepared.
- D. In the event an elected position does not have an eligible nominee, the Board of Directors reserves the right to approve a nominee from the existing officers, Board of Directors, and general membership depending upon the position to be filled.

Section 4: Elections

- A. The Officers, Board of Directors, and Nominating Committee shall be elected by written ballot at the annual spring workshop, and plurality elects. In case of a tie, choice is by lot. The ballot is mailed out to all members with the spring workshop flier.
- B. Any member holding an elective office may not be a candidate for another office unless the current term of the member expires at the impending annual election.

Section 5: Term of Office

- A. The President-elect is elected every year, serves in that capacity for one (1) year and then automatically becomes the President for a term of one (1) year.
- B. The Treasurer and three (3) members of the Board of Directors shall be elected in the odd numbered years for a term of two (2) years and shall serve until their successors have assumed office.
- C. The Vice President, Secretary, and three (3) members of the Board of Directors shall be elected in the even numbered years for a term of two (2) years and shall serve until their successors have assumed office.
- D. The term of office begins at the closing of the installation ceremony.
- E. No officer or member of the Board of Directors shall serve more than two consecutive terms in the same office.

Section 6: Vacancies

- A. President: The Vice President immediately assumes office.
- B. President-elect and Vice President: A vacancy in the office of President-elect or Vice President is filled by a vote of the Board of Directors from a slate submitted by the

Nomination Committee. Eligibility requires the nominee to have served at least one (1) year as a member of the Board of Directors.

- C. The Board of Directors fills all other vacancies.
- D. Any member filling a vacancy for an unexpired term of one (1) year or more is deemed to have served one (1) term.

Section 7: Removal

- A. Any elected official, regardless of the manner of election or appointment, may be removed by the membership upon two-thirds (2/3) affirmative vote; whenever in its judgment the best interests of the Association would be served thereby, provided the elected official upon request was offered an opportunity to have an unprejudiced hearing at which the elected official was permitted to defend against the termination.

**ARTICLE VII
MEETINGS – QUORUM**

Section 1: Association Meetings

- A. The number of meetings per year, the months in which they are held, and the time and place is determined by mutual agreement of the Board of Directors and the membership.
- B. Notices of the monthly meetings will be sent to the membership.
- C. Ten percent (10%) of the membership, including five members of the Board of Directors, three of whom are officers, constitutes a quorum for a business meeting.
- D. The annual meeting is designated as the spring workshop.

Section 2: Special Meetings

- A. A special meeting may be called by the President, or by request of a majority of the Board of Directors, or by request of a quorum of the membership.
- B. The membership shall be notified at least five (5) days prior to the called special meeting.
- C. The call shall state the purpose, the time and place of the meeting. No business other than that stated in the call may be transacted.
- D. Ten percent (10%) of the membership, including five members of the Board of Directors, three of whom are officers, constitutes a quorum.

Section 3: Board of Directors Meetings

- A. The Board of Directors shall meet at a time and place determined by mutual agreement of the Board of Directors.

- B. Special meetings of the Board of Directors may be called by the President or upon written request of three members of the Board of Directors.
- C. Five members of the Board, three of whom are officers, constitute a quorum.

**ARTICLE VIII
COMMITTEES**

Section 1: Standing Committees

The standing committees of the Association are appointed annually by the President with the approval of the Board. Each committee consists of a chair and at least one member. A majority of the members of the committee constitute a quorum.

- A. The standing committees of the Association are Bylaws and Policy Committee, Education Committee, Legislative Committee, Membership Committee, Website Committee, Perioperative Nurse Day Committee, Scholarship Committee, and Ways and Means Committee.
- B. The purpose and duties of these committees are listed in the Policy Manual.

Section 2: Special Committees

- A. Special committees may be appointed by the President and cease to exist when the purpose for which they were created is completed.

**ARTICLE IX
AMENDMENTS**

- A. Amendments to these bylaws may be made at any regular meeting provided that the proposed amendments have been submitted to all members at least thirty (30) days prior to the vote.
- B. Amendments to the bylaws require two-thirds (2/3) vote of the members present and voting.

**ARTICLE X
OFFICIAL PUBLICATION**

The official publication of the Association is the *AORN Journal*.

**ARTICLE XI
PARLIAMENTARY AUTHORITY**

Robert's Rules of Order Newly Revised is the parliamentary authority of the Association in all cases not covered in these bylaws.

**ARTICLE XII
DISSOLUTION**

If the Association should dissolve, all funds in the treasury will be given to the A.O.R.N. Foundation (or another specified educational endeavor) determined by the membership majority.
Revised: 07/08