

# BYLAWS

## OF THE ALABAMA SOCIETY OF RADIOLOGIC TECHNOLOGISTS

### ARTICLE I – NAME

The name of this organization shall be the ***Alabama Society of Radiologic Technologists, (ALSRT)*** hereinafter referred to as the Society, affiliated with the American Society of Radiologic Technologists (ASRT).

### ARTICLE II – PURPOSE AND FUNCTIONS

#### Section 1: Purposes

The purpose of this Society shall be to advance the professions of radiation and imaging disciplines and specialties; to assist in establishing and maintaining high standards of education; to enhance the quality of patient care; and to further the welfare and socioeconomics of radiologic science professionals.

#### Section 2: Functions

- A. To provide meetings at which to transact Society business, to present scientific papers, to conduct educational activities, to discuss professional issues, to encourage similar programs among districts and chapters of the Society.
- B. To publish and disseminate information pertinent to the conduct of the Society or the profession.
- C. To assist in establishing and enunciating high standards of education and training and to implement them through appropriate channels.
- D. To stimulate and encourage research designed to provide the knowledge needed to assure increasingly efficient patient care.
- E. To expand educational opportunities and to develop programs designed to broaden the scope of technological service.
- F. To enunciate policies concerning the professional status, legislative activity, and the welfare of its members.
- G. To cooperate with external organizations or agencies whose policies are not in conflict with those of the American Society of Radiologic Technologists, as may be necessary to maintain continued progress and growth of the Society.

### ARTICLE III – MEMBERS

#### Section 1: Policy

- A. It is the policy of the ALSRT that members and students be provided an atmosphere free of harassment or discrimination related to an individual's race, color, gender, religion,

45 national origin, age or disability. Any practice or behavior that constitutes harassment or  
 46 discrimination shall not be tolerated at any meeting of this society, by any member,  
 47 student, while engaged in any ALSRT sponsored activities.

48 B. The name of the Society or any of its officers, delegates, Board of Directors or its staff, in  
 49 their official capacities, shall not be used in connection with a corporate company for  
 50 other than the regular functions of the Society.

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52 **Section 2: Qualifications**

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54 A. All candidates for membership shall submit the prescribed application form properly  
 55 completed, together with required fees, and shall furnish any additional information as  
 56 may be required.

57 B. The membership of the Society shall be those persons involved in the radiologic  
 58 sciences.

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60 **Section 3: Categories**

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62 The membership of this Society consists of two categories, Voting and Non-Voting Members,

63 A. Voting Members:

- 64 1. Active
- 65 2. Associate
- 66 3. Life

67 B. Non-Voting Members:

- 68 1. Honorary
- 69 2. Supporting
- 70 3. Student
- 71 4. Inactive

72 C. Membership categories defined

- 73 1. **Active members** are those who are registered by the American Registry of  
 74 Radiologic Technologists (ARRT), or its equivalent, or hold unrestricted license  
 75 under state statutes and hold membership in the American Society of Radiologic  
 76 Technologists (ASRT). They shall have all the rights, privileges and obligations of  
 77 members including the right to vote, debate, and hold office.
- 78 2. **Associate members** are those persons who do not meet the qualifications for active  
 79 membership. Associate members shall have all the privileges and obligations of  
 80 active members except the right to hold office.
- 81 3. **Life members** shall be active members who have rendered exceptional service to  
 82 the Society. Life members shall be selected by a majority vote of a regular meeting,  
 83 upon a unanimous recommendation of the Board of Directors. They shall pay no  
 84 dues and have all the privileges and obligations of active members.
- 85 4. **Honorary members** are those persons who, because of the interest they have  
 86 evidenced in the activities and aims of this Society, the Society wishes to honor.  
 87 Honorary members shall be chosen by a majority vote at a regular meeting of the  
 88 Society upon unanimous recommendation of the Board. They shall pay no dues,

89 and shall have all the privileges and obligations of active members except the right to  
90 vote and hold office.

91 5. **Supporting members** shall be those persons who are interested in promoting the  
92 purposes and functions of this Society, but who are not eligible for other membership  
93 categories. They shall have all the privileges and obligations of active members  
94 except the right to vote and hold office.

95 6. **Student members** are those who are enrolled in primary radiologic sciences  
96 programs accredited by an agency recognized by the American Registry of  
97 Radiologic Technologists (ARRT). Eligibility for application to this category shall  
98 terminate upon conclusion of, or discontinuation of, such education. Student  
99 members shall have all the privileges and obligations of active members, except the  
100 right to vote and hold office other than Student Delegate.

101 7. **Inactive members** are former members who are no longer actively engaged in the  
102 field of radiologic technology and who have applied for inactive status. They shall  
103 have all the privileges and obligations of active members except the right to vote and  
104 hold office.

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#### 106 **Section 4: Resignation**

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108 Any members shall have the right to resign by written notice to the Secretary/Treasurer  
109 providing all dues or other indebtedness to the Society have been paid.

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#### 111 **Section 5: Censure, Reprimand and Removal**

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113 Any member may be suspended or terminated for cause. Sufficient cause for suspension or  
114 termination of membership shall be a violation of the Bylaws or any lawful rule or practice duly  
115 adopted by the Society or any other conduct prejudicial to the interests of the Society.

116 A. If the Board of Directors deems the charges to be sufficient, the person charged shall be  
117 advised in writing of the charges.

118 B. A statement of the charges shall be sent by certified or registered mail to the last  
119 recorded address of the member at least twenty (20) days before final action is taken.

120 C. The statement shall be accompanied by a notice of the time and place of the meeting of  
121 the Board of Directors at which time the charges shall be considered.

122 D. The member shall have the opportunity to appear in person and be represented by  
123 counsel to present any defense to such charges before action is taken.

124 E. Suspension or expulsion shall be by two-thirds (2/3) vote of the entire membership of the  
125 Board of Directors.

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#### 127 **Section 6: Reinstatement**

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129 Any member who has resigned or whose membership has been deleted from the Society for  
130 other reasons may be reinstated only after filing a new application and paying the fees as a new  
131 member.

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133 **Section 7: Membership Fees**  
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- 135 A. The application fee for active, associate and supporting members shall be uniform and  
136 of such amount as is required by the Society. In the case of the student member, the  
137 fee may be waived by a unanimous vote of the Board of Directors.
- 138 B. Dues for all members, established by the Board of Directors, require adoption by a  
139 majority of the members. Notice of such must be given to the voting members at least  
140 thirty (30) days in advance of the vote.
- 141 C. Members who are more than sixty (60) days in arrears of payment of dues lose all rights  
142 of membership. It shall be the duty of the Secretary/Treasurer to erase from the rolls of  
143 membership the name of any person who is in arrears for more than sixty (60) days.
- 144 D. Membership dues are payable annually by May 1<sup>st</sup>. The Society's accounting and  
145 corporate fiscal year is May 1<sup>st</sup> to April 30<sup>th</sup>.

146 **ARTICLE IV – OFFICERS**  
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148 **Section 1: Elected Officers**  
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151 The officers of the Society shall be; President, President-Elect, Vice-President, and  
152 Secretary/Treasurer, and such additional officers as are recommended by the Board of  
153 Directors, and ratified by the membership.  
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155 **Section 2: Qualifications**  
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157 All officers of the Society shall be active members and employed in the field of radiologic  
158 technology.  
159

160 **Section 3: Eligibility**  
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162 Officers who meet eligibility requirements at the time of assuming office shall be permitted to  
163 complete the term, even though employment status may change.  
164

165 **Section 4: Election**  
166

167 The President-Elect, Vice-President, or other officers shall be elected by a majority vote of the  
168 voting members present at an annual conference business meeting, or at another time by  
169 special ruling of the Society Board of Directors. The Secretary/Treasurer is appointed annually  
170 by the Society Board of Directors.  
171

172 **Section 5: Term**  
173

- 174 A. The President-Elect shall serve for a term of one (1) year as President-Elect, one (1)  
175 year as President, one (1) year as Executive Board Member, and one (1) year as  
176 Chairman of the Board.

- 177 B. The Vice-President shall serve for a term of one (1) year or until a successor has been  
178 appointed or elected.
- 179 C. The Secretary/Treasurer shall serve for a term of one (1) year or until a successor has  
180 been appointed.
- 181 D. All officers shall surrender to their successors all records and properties belonging to the  
182 Society.
- 183 E. The Vice-President may be re-elected. The Secretary/Treasurer may be re-appointed.
- 184 F. The newly elected officers shall be installed into office under direction of the Board.

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186 **Section 6: Nominations**

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- 188 A. Nominations may be submitted by any Society voting member. Nominations should be  
189 sent to a member of the Committee on Nominations.
- 190 B. A nominating committee of three or more members shall be appointed at least sixty (60)  
191 days prior to the date of the annual meeting.
- 192 C. The committee shall satisfy itself that all candidates have the proper credentials and are  
193 willing to serve if elected.
- 194 D. The procedure by which this committee is appointed and the qualifications of its  
195 members shall be determined by the Board of Directors.

196

197 **Section 7: Vacancies**

198

- 199 A. A vacancy in the office of President shall be filled by the Vice-President.
- 200 B. A vacancy in the office of President-Elect shall remain vacant until the next annual  
201 meeting when a President shall be elected from the floor in the manner provided for in  
202 the Bylaws and the President-Elect elected in the same manner.
- 203 C. A vacancy in any other elected office shall be filled by an appointment unanimously  
204 agreed upon by the remaining members of the Board of Directors.
- 205 D. In the absence or inability of the President or Vice-President to act, the Chairman of the  
206 Board shall call the meeting to order and preside until such time as the President or Vice  
207 President can resume the duties or a temporary chairman can be elected.

208

209 **Section 8: Censure, Reprimand, and Removal**

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- 211 Any officer may be censured, reprimanded or removed from the office for dereliction of duty or  
212 conduct detrimental to the Society. Such action may be initiated when the Board of Directors  
213 receives formal and specific charges against an officer.
- 214 A. If the Board of Directors deems the charges to be sufficient, the person charged shall be  
215 advised in writing of the charges.
- 216 B. A statement of the charges shall be sent by certified or registered mail to the last  
217 recorded address of the officer at least twenty (20) days before final action is taken.
- 218 C. The statement shall be accompanied by a notice of the time and place of the meeting of  
219 the Board of Directors at which time the charges shall be considered.

- 220 D. The officer shall have the opportunity to appear in person and be represented by  
 221 counsel to present any defense to such charges before action is taken.  
 222 E. Censure, reprimand or removal shall be by two-thirds (2/3) vote of the remaining  
 223 membership of the Board of Directors.  
 224

## 225 **ARTICLE V – THE BOARD OF DIRECTORS**

### 226 **Section 1: Composition**

- 227  
 228  
 229 A. The Board of Directors shall be composed of the following voting members:  
 230 1. Chairman of the Board  
 231 2. Executive Board Member  
 232 3. President  
 233 4. President Elect  
 234 5. Vice President  
 235 6. Secretary/Treasurer  
 236 7. Member At Large  
 237 8. Senior ASRT Delegate  
 238 9. Junior ASRT Delegate  
 239 10. Education Delegate  
 240 11. Chapter Presidents  
 241 B. The Board of Directors shall be composed of the following non voting members:  
 242 1. Student Delegate  
 243 C. Additional director positions may be established by a vote of the voting members. Such  
 244 directors shall serve for a period of one (1) year and shall not succeed to the  
 245 chairmanship.  
 246

### 247 **Section 2: Qualifications**

248  
 249 Members of the Board of Directors shall be active members of the Society.  
 250

### 251 **Section 3: Responsibilities**

- 252  
 253 The Board of Directors shall:  
 254 A. Be vested with the responsibility of the management of the business of the corporation.  
 255 B. Provide for the annual audit of the books and accounts of the Society.  
 256 C. Control all funds and/or properties of the Society.  
 257 D. Change the dates or location of the annual meeting if found advisable and, in case of  
 258 state or national emergency, to cancel the annual meeting and to provide for the election  
 259 of officers.  
 260 E. Review the plans of the next annual meeting and approve the final registration fee  
 261 schedule.  
 262 F. Provide organizational guidelines for the annual meeting.  
 263 G. Appoint a qualified person to act in the capacity of parliamentarian.

- 264 H. Employ such personnel as necessary to conduct the business of the Society.  
 265 I. Determine the number and boundaries of the affiliate districts and chapters.  
 266 J. Appoint a qualified member to serve as an Alternate Delegate to the ASRT House of  
 267 Delegates.  
 268 K. Fill officer vacancies.

269

#### 270 **Section 4: Duties of Board of Directors**

271

- 272 A. Chairman of the Board: The Chairman shall act in an advisory capacity to the Society  
 273 President and to other officers in all matters concerning the interests and management  
 274 of the Board of Directors; presides over Board meetings in the absence of the President.  
 275 B. Executive Board Member: The Executive Board member shall act in an advisory  
 276 capacity to the Society President and to other officers in all matters concerning the  
 277 interests and management of the Board of Directors.  
 278 C. President: The president shall preside at all meetings of the Society; shall perform all  
 279 duties consistent with the office; shall be an ex-officio member of all committees, except  
 280 the nominating committee; and shall appoint committees unless otherwise provided in  
 281 the Bylaws.  
 282 D. President-Elect: The President-Elect shall perform all duties consistent with the office;  
 283 shall become familiar with the activities of the Society and shall make all preparations  
 284 necessary for elevation to the office of President.  
 285 E. Vice-President: The Vice-President shall perform all duties consistent with the office;  
 286 and shall become acquainted with all of the duties of the President. In the absence of  
 287 the President, the Vice-President shall assume the duties of the President.  
 288 F. Secretary/Treasurer: The Secretary/Treasurer will keep a correct and permanent record  
 289 of the membership, conduct correspondence, maintain the evidence of continuing  
 290 education (ECE) program and perform all duties that usually and customarily pertain to  
 291 the office of secretary. The Secretary/Treasurer shall receive and keep the funds of the  
 292 Society and pay out same only upon the order of the Board of Directors. At the time of  
 293 the annual meeting, the Secretary/Treasurer shall make a full financial report which shall  
 294 be incorporated into the minutes.  
 295 G. Member at Large: The Member at Large shall represent the interests of the general  
 296 membership; conducts projects and accepts duties as assigned by the President and the  
 297 Board of Directors.  
 298 H. Senior and Junior ASRT Delegate: The Senior and Junior ASRT delegate shall  
 299 represent the Society, perform all duties consistent with the position, and meet  
 300 expectations set forth by the ASRT for Society delegates.  
 301 I. Education Delegate: The Education delegate shall serve as the point of contact for  
 302 Radiologic Technology programs within the state; will be responsible for coordinating  
 303 student activities for the annual meeting; will be a member of the annual meeting  
 304 planning committee.  
 305 J. Chapter Presidents: Chapter presidents shall serve to represent the membership of that  
 306 chapter.

307 K. Student Delegate: The Student delegate shall serve to represent students enrolled in  
308 Radiologic Technology programs within the state; will promote student participation in  
309 the Society; will work with the Education Delegate to coordinate student activities for the  
310 annual meeting; serves as a non-voting member.

311

#### 312 **Section 5: Vacancies**

313

314 A vacancy in the Board of Directors, except for President, President-Elect and Chapter  
315 Presidents, shall be filled by an appointment unanimously agreed upon by the President and  
316 remaining members of the Board of Directors to complete the unexpired term.

317

#### 318 **Section 6: Meetings**

319 A. The Board of Directors shall meet at least five (5) times each year to include the post-  
320 annual meeting, summer, fall, and winter meetings, and the pre-annual meeting.

321 B. The President, or a majority of the members of the Board of Directors, upon written  
322 request to the Board chair, may call a special meeting, provided a fifteen (15) day notice  
323 to all Board members is given.

324

#### 325 **Section 7: Quorum**

326

327 A two-thirds (2/3) majority of the Board of Directors' members shall constitute a quorum for all  
328 meetings.

329

#### 330 **Section 8: Censure, Reprimand, and Removal**

331

332 Any Board member may be censured, reprimanded or removed from the office for dereliction of  
333 duty or conduct detrimental to the Society. Such action may be initiated when the Board of  
334 Directors receives formal and specific charges against a Board member.

335 A. If the Board of Directors deems the charges to be sufficient, the person charged shall be  
336 advised in writing of the charges.

337 B. A statement of the charges shall be sent by certified or registered mail to the last  
338 recorded address of the officer at least twenty (20) days before final action is taken.

339 C. The statement shall be accompanied by a notice of the time and place of the meeting of  
340 the Board of Directors at which time the charges shall be considered.

341 D. The Board member shall have the opportunity to appear in person and be represented  
342 by counsel to present any defense to such charges before action is taken.

343 E. Censure, reprimand or removal shall be by two-thirds (2/3) vote of the remaining  
344 membership of the Board of Directors.

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### 346 **ARTICLE VI – DISTRICT/CHAPTER POWERS and PRIVILEGES**

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348 All officers of affiliate/chapter societies and chapters of the Alabama Society of Radiologic  
349 Technologists (ALSRT) shall be members of the ALSRT in either the Active or Associate  
350 categories as outlined above. Such membership must be in good standing as long as any

351 officer shall hold office. Any officer of a affiliate or chapter associated with the ALSRT who is  
 352 not a member of the ALSRT shall cause the affiliate or chapter to be removed from the list of  
 353 recognized affiliates/chapters as reported to the American Society of Radiologic Technologists  
 354 (ASRT).

355

356 **Section 1: District Establishment**

357

- 358 A. The number of districts and their boundaries shall be determined by the Board of  
 359 Directors.
- 360 B. A district-wishing to apply shall elect officers and hold regular meetings according to  
 361 these Bylaws for a period of not less than one year. The chapter may apply to the  
 362 Society Board of Directors for official designation as a district.
- 363 C. After meeting application criteria, the district shall be established by a majority vote of  
 364 the Board of Directors.
- 365 D. In the event that the district fails to elect officers and/or hold meetings during a one-year  
 366 period, it shall be considered to be inactive.
- 367 E. Inactive districts may reapply for district status following the established procedure.
- 368 F. A district may be terminated by a majority vote of the Society Board of Directors.

369

370 **Section 2: Membership**

371

- 372 A. District membership categories shall be consistent with those of the Society. Dues paid  
 373 to the Society shall include membership in one (1) district.
- 374 B. Membership in additional districts may be obtained with payment of appropriate fees, if  
 375 any.
- 376 C. Society members may attend functions of any district.
- 377 D. Associate and Student members may have the privilege of voting at district meetings  
 378 and may hold office, other than the office of president and vice-president, in the district

379

380 **Section 3: Officers**

381

- 382 A. A president, vice-president and secretary/treasurer shall be elected by the membership  
 383 of each district. The office of secretary/treasurer may be divided into two offices. The  
 384 office of president-elect may be established if necessary or applicable.
- 385 B. All officers shall hold membership in the Society and in the district in which they are  
 386 elected. At least the president and vice-president shall be active members of the  
 387 Society.
- 388 C. All officers shall serve for a term of one (1) year, or until their successors have been duly  
 389 appointed or elected and assumed office. They shall surrender to their successor all  
 390 records and properties belonging to the district.

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392 **Section 4: Dues and Fees**

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394 Districts may establish additional membership and/or attendance fees.

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**Section 5: Board of Directors**

A district Board of Directors may be established by a vote of the district membership. Its composition and the duties shall be consistent with, but not necessarily identical to those specified for the Society Board of Directors.

**Section 6: Voting Procedures**

The district shall establish by majority vote at a regular meeting such voting procedures as best meet the needs of the district and are applicable to the business conducted.

**Section 7: Treasury**

- A. The district shall have control over its treasury.
- B. Disbursements from the district treasury shall be made upon authority of a majority of the district officers.

**Section 8: Duties of a District**

The district shall work in conjunction with the needs and philosophies of the Society.

**Section 9: Committees**

The district President may appoint such committees as are necessary to promote the activities of the district.

**Section 10: Meetings**

District organizations shall hold at least four (4) meetings per year, but preferably more.

**Section 11: Indemnification**

The Society shall not be responsible for any debts, actions, or public statements made by any of its districts.

**Section 12: Reporting**

The district President shall ensure that reports of district activities are furnished to the Society and that an annual report is submitted at the time of the Society annual meeting.

**Section 13: Dissolution or Inactivity**

438 In the event of the dissolution or inactivity of a district, ALL ASSETS remaining after payment of  
439 all indebtedness of the district shall be returned to the Society's general fund. All district records  
440 shall be transferred to the Society.

441

## 442 **ARTICLE VII – SOCIETY DELEGATES TO THE ASRT HOUSE OF DELEGATES**

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### 444 **Section 1: Delegates**

445

446 A. There shall be two (2) Society delegates. One shall be elected each year by a majority  
447 of the voting members present at the annual business meeting. An alternate delegate  
448 will be appointed by the Board of Directors. A delegate will assume the duties of the  
449 position on August 1<sup>st</sup> of the year elected.

450 B. The Society shall submit to ASRT the names of the Society delegates and alternate  
451 delegate by the first business day of April or the Society delegate position shall remain  
452 open until after the ASRT House of Delegates' meeting.

453 C. The Society has the power to remove delegates.

454

### 455 **Section 2: Qualifications**

456

457 A. A delegate shall show proof of continuing education.

458 B. A delegate shall be a voting member of the ASRT and the Society for two (2)  
459 consecutive years immediately preceding nomination.

460 C. A delegate shall have served as an officer, or on the Board of Directors or as a  
461 Committee member in the Society.

462 D. A delegate shall practice in the radiologic science profession or health care.

463 E. A delegate may serve concurrently on the Board of any national radiologic science  
464 certification or national accreditation agency.

465 F. A delegate shall have the time and availability for necessary travel to represent the  
466 Society.

467 G. A delegate should have attended one or more ASRT Annual Conferences including  
468 House of Delegate Meetings.

469 H. A delegate should have employer support and secretarial assistance or ability.

470 I. A delegate should have genuine interest in professional affairs of the Society and the  
471 American Society of Radiologic Technologists.

472 J. A delegate should have good communication skills--verbal and written.

473

### 474 **Section 3: Responsibilities**

475

476 A. Society delegates shall attend the ASRT House of Delegates' meeting and all meetings  
477 required of delegates.

478 B. Society delegates shall respond to communication from the ASRT Office, ASRT Board  
479 of Directors or from the ASRT House of Delegates.

480 C. Delegates will submit written reports of the ASRT annual meeting/House of Delegates to  
481 the Society Board of Directors.

482 D. Delegates will keep the Board of Directors current on all ASRT business by submitting  
483 reports at each board meeting.

484 E. Delegates will give an oral summary of ASRT business during the annual Society  
485 business meeting.

486

#### 487 **Section 4: Term**

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489 The Society Delegates shall serve for a term of two (2) years, and may not serve more than two  
490 (2) consecutive terms. An alternate delegate is appointed annually.

491

#### 492 **Section 5: Absence**

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494 An absence exists when an appointed Society delegate is unable to fulfill the duties of the  
495 position during the ASRT House of Delegates' meeting. The delegate shall be considered  
496 absent for the purpose of that meeting only. It is the responsibility of the Society delegate to  
497 notify the ASRT, the Speaker of the House, and the alternate delegate of the delegate's inability  
498 to attend the conference, as soon as possible. The alternate delegate shall be seated for that  
499 meeting only. Any delegate position or alternate position not filled by the appointment process  
500 remains open. There shall be no onsite credentialing of delegates.

501

#### 502 **Section 6: Vacancies**

503

504 A vacancy exists when a delegate has submitted a written letter of resignation or when a  
505 delegate position has not been filled by the appointment process. A delegate vacancy caused  
506 by the written resignation of a delegate shall be filled by the appointed alternate delegate.  
507 The elevated alternate delegate shall complete the unexpired term.

508

#### 509 **Section 7: Censure, Reprimand, and Removal**

510

511 Any Society delegate may be censured, reprimanded or removed from the office for dereliction  
512 of duty or conduct detrimental to the ASRT or the Society. Such action may be initiated when  
513 the Board of Directors receives formal and specific charges against the delegate.

514 A. If the Board of Directors deems the charges to be sufficient, the person charged shall be  
515 advised in writing of the charges.

516 B. A statement of the charges shall be sent by certified or registered mail to the last  
517 recorded address of the officer at least twenty (20) days before final action is taken.

518 C. The statement shall be accompanied by a notice of the time and place of the meeting of  
519 the Board of Directors at which time the charges shall be considered.

520 D. The delegate shall have the opportunity to appear in person and be represented by  
521 counsel to present any defense of such charges before action is taken.

522 E. Censure, reprimand or removal shall be by two-thirds (2/3) vote of the remaining  
523 membership of the Board of Directors.

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#### 525 **Section 8: Delegate Expenses**

- 526  
527 A. The Board of Directors shall determine prior to the ASRT annual conference, a fixed  
528 amount of total expenditures for each delegate attending the conference.  
529 B. Upon Board approval, the Secretary/Treasurer or Board representative will pre-pay  
530 registration and travel as determined by the Board.  
531 C. All reimbursable expenses must be listed on the approved ALSRT Expense Report Form  
532 and include original, dated receipts. Expenses reported not meeting these criteria will  
533 not be paid.

## 534 **ARTICLE VIII – MEETINGS**

### 535 **Section 1: Annual Meeting**

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539 A. The Society shall hold an annual meeting each year for the purpose of installing officers,  
540 receiving reports, amending Bylaws, and conducting such other business as may arise;  
541 and for presenting educational programs.  
542 B. The site of the annual meeting shall be determined by the Board of Directors and shall  
543 be announced to members at least 6 months prior to the annual meeting.  
544

### 545 **Section 2: Special Meetings**

546  
547 Special meetings of the Society may be called at such time and place as may be designated by  
548 the Board of Directors. A majority of this group shall constitute sufficient authority. Members  
549 shall be notified at least fifteen (15) days in advance of such meetings, together with a  
550 statement of the business to be transacted. No business other than that specified shall be  
551 transacted at a special meeting.  
552

### 553 **Section 3: Quorum**

554  
555 A quorum for the annual meeting business meeting or any special meeting shall consist of  
556 twenty percent (20%) of the voting members registered and present at the meeting and includes  
557 not less than two (2) officers.  
558

## 559 **ARTICLE IX – COMMITTEES**

- 560  
561 A. The Board of Directors shall establish committees as deemed necessary to aid the  
562 Society in carrying on its activities. Such committees shall be responsible to the Board  
563 and may be altered or eliminated at any time by the Board.  
564 B. The President shall appoint the members of the committees unless in conflict with other  
565 sections of the Bylaws.  
566 C. A vacancy in any committee shall be filled by appointment by the President.  
567

## 568 **ARTICLE X – PARLIAMENTARY AUTHORITY**

569

570 The rules contained in the current edition of **Robert's Rules of Order Newly Revised** shall  
571 govern this Society in all cases to which they are applicable and in which they are consistent  
572 with these Bylaws.

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574

#### **ARTICLE XI – AMENDMENTS**

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576 Amendments to the Bylaws may be made by a two-thirds (2/3) vote of the voting members  
577 present at any Society business meeting. Notice of such proposed amendments must be sent  
578 by the Bylaws Committee to the Secretary/Treasurer at least sixty (60) days prior to the time of  
579 voting. Notice of proposed amendments shall be sent to all voting members at least thirty (30)  
580 days prior to the time of voting. Amendments shall become effective at the conclusion of the  
581 business meeting unless otherwise specified.

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#### **ARTICLE XII – INDEMNIFICATION**

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585 Every officer, director, delegate or employee of the Society shall be indemnified by the Society  
586 against all expenses and liabilities, including attorney's fees, in connection with any threatened,  
587 pending or completed proceeding in which the above-mentioned individual is involved by reason  
588 of being or having been an officer, director, employee, or delegate of the Society if the above-  
589 mentioned individual acted in good faith and within the scope of the above-mentioned  
590 individual's authority and in a manner reasonably believed to be not opposed to the best  
591 interests of the Society. In no event shall indemnification be paid to or on behalf of any above-  
592 mentioned individual going beyond or acting beyond the powers granted by authority of this  
593 organization or Bylaws. The foregoing right of indemnification shall be in addition to, and not  
594 exclusive of, all other rights to which such officer, director, or employee may be entitled.

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#### **ARTICLE XIII – DISSOLUTION**

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598 In the event of dissolution or final liquidation of the Society, all of its assets remaining after  
599 payment of its obligations shall have been made or provided for, shall be distributed to and  
600 among such corporations, foundations, or other organizations organized and operated  
601 exclusively for scientific and educational purposes, consistent with those of the Society, as shall  
602 be designated by the Board of Directors.

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604 Revised: February 28, 2006/PHL

605 Revised: April 17, 2010/PAB

606 Revised: April 8, 2011/PAB

607 Revised: April 8, 2017/PAB