

State/Local Endocrine Society Model By-Laws

Constitution

I. Name and Object:

Section 1. The name of the Society shall be the (Name of Society).

Section 2. Its object shall be the promotion of knowledge in all that pertains to endocrinology, the fellowship of those affiliated with the Society and the sharing of common problems of those interested in endocrinology in (City, State, Country...).

II. Membership:

Section 1. The Society shall consist of Members, Life Members, Honorary Members and Associate Members.

Section 2. Any physician who makes or has endocrinology as his/her major interest and who has been a member of the (State) Medical Association for at least one year shall be eligible for election as a Member of the Society.

Section 3. a. Upon completion of twenty (20) years membership or attaining the age of sixty-five (65), a Member may become a Life Member and may enjoy all the privileges of the Society but shall not be required to pay dues.

b. Any Member who is incapacitated, upon approval of the Council and by three-fourths (3/4) vote of the Society, may become a Life Member.

c. Any Member having completed these requirements (as stated in Section 3, Subsection a) who is still actively engaged in private practice or in the active practice of endocrinology may continue as an active dues-paying member if he so desires.

Section 4. Honorary Members of the Society shall be elected from physicians and surgeons in endocrinology. Honorary Members shall have all the privileges of Members except the right to vote and hold office and shall be exempt from the payment of dues. Honorary Membership can be bestowed on physicians who have been of special service to this Society upon approval of the Council and by three-fourths (3/4) vote of the Society.

Section 5. Associate Members shall be dues-paying Members of the Society who are engaged in the practice of endocrinology in (State) but who are not members of the (State) Medical Association. Associate Members shall have all the privileges of membership except the rights to vote and hold office. Fellows in endocrinology in training in (State) shall be eligible for election to the Society as Associate Members but shall not be required to pay dues.

III. Officers and Elections:

Section 1. The officers of the Society shall consist of a President, a Vice President and a Secretary-Treasurer, all to be elected annually. The officers of the Society together with the Immediate Past President shall constitute the Council of the Society.

Section 2. The officers of the Society shall be elected by ballot at the Annual Meeting.

Section 3. Any vacancy in the Council occurring by resignation, death or otherwise may be filled at any stated Meeting by presidential appointment, subject to subsequent approval of the Council and ratification by the Membership.

IV. Annual Meeting:

Section 1. The Annual Meeting shall be held at (time of meeting) or as otherwise specified by the Council.

V. Amendment:

Section 1. The Constitution may be amended by a two-thirds (2/3) vote of the Members present, provided a quorum exists and provided that a notice of the proposed amendment has been given in writing by the Secretary six weeks before the Annual or called Meeting.

VI. Adoption:

Section 1. The Constitution goes into effect this date, (insert date).

VII. By-Laws:

Section 1. The Membership of the Society shall adopt a set of By-Laws in accordance herewith and the By-Laws shall be amended as hereinafter provided.

(State) Endocrine Society

By-Laws

1. The President shall preside at all meetings, shall appoint all committees with the approval of the Council and shall be the Chairman of the Council.
2. The Vice President shall, in the absence of the President, perform the duties of the latter and, in case of resignation, disability or death, shall succeed to his office.
3. The Secretary-Treasurer shall keep a record of the proceedings of the Society and of the Council, shall have charge of all the Society's property not specified elsewhere and shall send notices at least three weeks before the date of each regular Meeting to all Members of the Society, giving the titles and authors of papers to be read and of other presentations and the names of candidates for Membership.
4. The Secretary-Treasurer shall collect and receive all dues and assessments, have charge of the Society's funds, make all disbursements approved by the Council and make a detailed report in writing at the Annual Meeting or oftener if required.
5. The Council shall meet as often as the interest of the Society requires. Three members shall constitute a quorum. The Council shall arrange for the programs of the stated Meetings, shall constitute a Board of Trial for all offenses against the Constitution and By-Laws or for conduct unbecoming an honorable physician and shall have the sole power of recommending the censure or expulsion of any Member. The Council shall have the power of recommending assessments it deems necessary for the welfare of the Society.
6. Candidates for Membership shall be nominated in writing and shall be endorsed by two (2) Members. Such nominations shall be transmitted to the Council by the Secretary and the names of the candidates shall be placed on the Card of Announcement. The Council shall examine the credentials and inquire into the standing of the candidates. The election shall be by ballot at the Meeting at which the names are reported by the Council and the candidate shall be declared elected on receiving a three-fourths (3/4) vote of the Members present, provided a quorum exists.
7. The dues of the Members shall be (insert dues amount) per year, payable annually at (insert time of year).
8. Any Member in arrears for dues or assessments for one year, after having been duly notified in writing by the Treasurer, forfeits his Membership by a majority vote at any Meeting.

9. Any unexplained and unexcused absence by a Member for four (4) consecutive Meetings shall be equivalent to resignation and such delinquent shall be dropped from Membership, due warning having been given to the delinquent Member in writing by the Secretary on the third (3rd) absence.
10. Fifty per cent (50%) of the voting Members shall constitute a quorum. In the event that fifty per cent (50%) of the voting Members are not present to constitute a quorum, the business of the Society shall be conducted with thirty per cent (30%) of the voting Members present.
11. Each Member shall have the privilege of inviting guests to any Meeting.
12. Any of the By-Laws may be amended, repealed or suspended at any Meeting by a three-fourths (3/4) vote of the Members present, provided a quorum exists.
13. Any Customary or Parliamentary proceedings not covered by this Constitution and By-Laws shall be governed by Robert's Rules of Order.
14. Any Member may be asked by the Council or Program Committee to present a paper or discussion at the Annual Meeting.
15. A Nominating Committee, consisting of the three Immediate Past Presidents and the current President of the Society, shall present to the Council for its consideration prior to the Annual Meeting a slate of nominees for the Society's offices for the coming year. Upon approval by the Council, these nominees will be proposed to the Membership at the Annual Meeting, at which time additional nominations may be made by the Members. Election to office shall be by majority vote of the Members present, providing a quorum exists.