

Suggested By-laws of the Sun City Athletic Trainers' Association

Article I: Name

This association will be known as the Sun City Athletic Trainers' Association.

Article II: Objectives

The objectives of this association will be;

- to provide opportunities for members, individually and collectively, to develop leadership abilities
- to develop and discuss ideas associated with sports medicine
- to improve the profession of athletic training
- to prepare members for responsible roles in the community

Article III: Membership

Section 1:

The membership of this association will consist of professional athletic trainers in the El Paso area (Far West Texas to Southern New Mexico), student trainers from schools within this area, and all other professionals and paraprofessionals who maintain an interest in sports medicine.

Section 2:

Eligible individual may apply to the Association for membership. Membership will be granted after eligibility is determined, payment of dues, and member profile are received.

Section 3:

The executive committee will be empowered to suspend or expel a member for non-payment of dues, failure to attend meetings for an extended period of time without valid excuse, for conduct unbecoming or prejudicial to the best interest of the association. *Suspension or expulsion requires a discussion at a regular meeting and a vote of 1/3 of the membership in good standing and in attendance. The member in question will be notified by certified mail and may file an appeal with any officer within two weeks of notification. The appeal will be heard at the next regularly scheduled meeting.

Article IV: Officers

Section 1:

The officers of this association will be a president, vice president, secretary, treasurer, and public relations representative. Terms of office will be for two years, or until successors are duly elected. The officers will serve as the executive committee. As the president represents Athletic Training of the El Paso area, it is recommended that he/she be a member of the Texas State Athletic Trainers Association, Southwest Athletic Trainers Association, and National Athletic Trainers Association.

Section 2:

The president will serve as the executive officer of the association, preside at all meetings of the membership and executive committee, be an ex-officio member of all standing committees, and perform such other duties as are ordinarily incumbent upon a president.

Section 3:

The vice president will perform such duties as are ordinarily incumbent upon a vice president and other duties as assigned by the president and executive committee.

Section 4:

The secretary will keep minutes of membership and executive committee meetings, conduct such correspondence as may be required by the president and executive committee, and perform such duties as are incumbent upon a secretary.

Section 5:

The treasurer will keep and maintain all records of membership and all financial records and books ordinarily kept by a treasurer. All books and records will be kept open at all times for inspection by the executive committee and to any auditor designated by the board. The treasurer will also pay all authorized obligations of the association and submit regular financial statements in the form, manner, and frequency prescribed by the executive committee, and generally perform such duties ordinarily incumbent upon a treasurer.

Section 6:

The public relations representative will contact media sources for the promotion of the association and its current events and present the association as a resource to the community. The representative will outreach to recruit membership and must be a member of the Texas State Athletic Trainers Association.

Article V: Executive Committee

Section 1:

There will be an executive committee consisting of the officers of the association.

Section 2:

The executive committee will approve all financial commitments and the payment of all obligations and generally supervise the affairs of the association and its committees.

Section 3:

The executive committee will meet regularly each month during the school year or at the call of the president or any member of the executive committee at a time, date, and place to be fixed by the committee.

Section 4:

A majority of the executive committee will constitute a quorum for the transaction of business and a majority vote of those present will be necessary to give effect to any action of the executive committee.

Article VI: Election and Nominations

Section 1:

The election of officers will be held at a regular meeting of the membership in the last month of the school year.

Section 2:

Nominations will take place at the next to the last regular meeting of the school year. Nominations will not be accepted after the close of the meeting. Only members in good standing will be eligible for nomination of any office.

Section 3:

No individual will be eligible for nomination or election unless that individual can assure the membership of his or her intent to maintain their membership during the next administrative period to the best of their knowledge.

Section 4:

Voting will be by secret ballot. Proxies will not be allowed. A majority of the votes will be required to elect. Votes may only be cast by members in good standing. Each member may only cast one vote.

Section 5:

In the event that any office becomes vacant for any reason whatsoever, the vacancy will be filled at the next regular association meeting following the nomination and election process described in this article.

Section 6:

All officers will assume their responsibilities July 1st of the election year.

Article VII: Meetings

Section 1:

The membership of the association will meet throughout the school year at a time and place determined by the executive committee. Special meetings may be called by the president provided that each member has received two days notice of such meeting and the nature of the business to be conducted at the meeting.

Section 2:

One third of the members in good standing will constitute a quorum at any regular or special meeting of the association. Robert's Rules of Order will govern all deliberations of the association and its executive committee, except as provided otherwise in these by-laws.

Section 3:

The executive committee will meet prior to any regular or special meetings or at the call of the president or any member of the executive committee. This meeting will take place at a time, date, and place to be fixed by the executive committee.

Article VIII: Revenue

Section 1:

Annual dues will be \$25.00 per member. Dues will be paid at the first regularly scheduled meeting of the school year. Delinquent payments will require an additional \$1.00 late charge for each month that dues are not paid. Members who have not paid by the January membership meeting will not be eligible for membership until the following school year.

Section 2:

Anyone who transfers into the area after the first regularly scheduled meeting will have one month to pay their dues without penalty. After the month has expired, penalty dues will take effect. Individuals who are new to the area will have a one month grace period and do not need to pay dues until the second regularly scheduled meeting of the school year.

Section 3:

The executive committee, with the approval of the membership, may plan or recommend the raising or accumulation of revenue from sources other than dues.

Section 4:

The fiscal year of the association will begin on August 1.

Article IX: Committees

Section 1:

The president will appoint committees and their chairpersons as necessary. The chairperson will choose the members of their committee and notify the president and the secretary of the members of that committee.

Section 2:

The duties of any committee will be to meet, plan, report, and make recommendations to the executive committee on their project at hand.

Article X: Disbandment

If, for any reason, this association would become defunct, all materials, supplies, and monies will become equally divided and distributed to paying members in good standing of the association at the discretion of the executive committee.

Article XI: Amendments

Any amendment of these bylaws may be adopted by a two thirds majority of the members present at any meeting, provided written notice of the proposed amendment and date of such meeting is given to all members at least one week prior to the meeting.