

DISTRICT OF COLUMBIA VETERINARY MEDICAL ASSOCIATION

BY-LAWS

January 13, 1998 (amended)

Article 1

Order of Business:

The following shall be the order of business unless otherwise provided.

1. Call to order by the President.
2. Acknowledge guests.
3. Announce new members.
4. Reading of minutes of the previous meeting.
5. Treasurer's Report.
6. Announcements.
7. Reports of Committees.
8. Unfinished business.
9. New business.
10. Nomination of Officers. (October meeting)
11. Election and installation of Officers. (January Meeting)
12. Regular Program.
13. Adjournment.

(Amended 8 JAN 80)

Article 2

Membership

Section 1. Application for membership shall be made in writing to the Secretary (or Secretary-Treasurer). The application shall include the name, address, degree, school and year of graduation, and recommendations from two members. The application shall be accompanied by a membership fee in the amount of the current year's dues. Applicants approved for membership after the June meeting shall have their membership fee applied to the next fiscal year's dues.

(Amended 10 OCT 95)

Section 2. Any member in good standing may submit the name of any person who has rendered meritorious service to veterinary medical science, or to the advancement of its application, for honorary membership in the Association. The names of such persons shall be submitted to the Executive Committee for recommendation, and by that committee to the Association for final action. Not more than two honorary members shall be elected in one calendar year. Honorary members shall not be required to pay dues. The veterinarian serving as District II representative to the AVMA Executive Board shall automatically be an honorary member of the Association.

(Amended 9 JUN 87)

Section 3. Any member in good standing who has been a member of the DCVMA for at least 10 years, who is at least 65 years old, and whose combined age and active membership in the

Association total at least 80 years, is eligible to apply for life membership status. Application for life membership shall be made through the Secretary (or Secretary-Treasurer) to the Executive Committee for recommendation, and by that body to the Association for final action at the next regularly scheduled meeting. Life members shall be entitled to all the privileges of membership except the right to vote and to hold office. Life Members shall not be required to pay dues.

(Amended 10 OCT 95)

Article 3 **Officers**

Section 1. Any member of this Association, in good standing, may be elected to office in the Association. The officers of this Association shall be a President, President-elect, Vice President, Secretary, and Treasurer (or Secretary-Treasurer). They shall hold office for one year or until their successors have been elected and installed.

(Amended 10 OCT 95)

(a) Nominations for office in the Association shall be made at the October meeting each year by a nomination committee appointed by the President. Nominations can also be made from the floor. It is desired to have at least two candidates nominated for each office, especially for the office of President-elect. By tradition, the office of the President-elect has rotated among members representing various professional interests.

(Amended 8 JAN 80)

(b) All officers shall be elected by ballot at the January meeting of the following year, except the President-elect shall automatically succeed to the office of President. A majority of all votes cast shall be necessary for the election of any officer.

(Amended 8 JAN 80)

(c) If a vacancy occurs for any reason, the general membership shall be notified of the vacancy and the need for a special election to fill the vacancy. The special election shall be held at the next regularly scheduled meeting that occurs at least 10 days after notification. The elected officer shall be installed at the same meeting and shall serve the unexpired term of the predecessor. Nominations shall originate from the floor and election shall be by ballot. A majority of all votes cast shall be necessary for election.

(Amended 9 JUN 87)

Section 2. The President shall preside at all meetings of the Association. In the absence of the President, the President-elect shall preside; in the absence of these officers, the Vice President shall preside. Should all of these officers be absent, the Association shall elect a temporary chairman to preside at the meeting.

(Amended 13 MAR 62)

(a) The President is empowered to order the immediate payment of bills if the Treasurer or (Secretary-Treasurer) judges the bills to be true and correct, and the President deems it wise to make such immediate payment.

(Amended 10 OCT 95)

(b) The President shall appoint the nominating and membership committees, and other committees deemed necessary.

(Amended 10 OCT 95)

(c) The President-elect shall be the Newsletter Editor.

(Amended 10 OCT 95)

(d) The Vice President shall be the Program Chairman for all meetings.

(Amended 8 JAN 80)

(e) The Secretary (or Secretary-Treasurer) shall keep the records of the proceedings of the Association; prepare all the Association's correspondence; notify all members of the date of each meeting at least 10 days in advance of the meeting, if not previously published in the Newsletter; receive all applications for membership; and also perform such other duties as may be assigned.

(Amended 10 OCT 95)

(f) The Treasurer (or Secretary-Treasurer) shall receive all dues payments; notify those members delinquent in payment of dues; give security for the trust reposed in him/her whenever the Association shall deem it necessary; pay all bills which come into their hands approved by the President. At the January meeting each year, the Treasurer (or Secretary-Treasurer) shall give a detailed account of all official receipts and disbursements of the previous year. This statement of account must be duly audited and signed by the Executive Committee. The Treasurer (or Secretary-Treasurer) shall also perform such other duties as may be assigned.

(Amended 10 OCT 95)

Article 4 Executive Committee

Section 1. The Executive Committee shall consist of the elected officers, AVMA Delegate, AVMA Alternate Delegate, the immediate Past President, any DCVMA member elected to District or National AVMA office, and three DCVMA members each elected for a 3-year term. The terms for the three members will overlap so only one member is elected each year, except when electing someone to fill an unexpired vacancy. The election procedures for the three members shall be as described in Article 3, Sections 1.(a) and 1.(b). If a vacancy occurs for any reason, the vacancy shall remain until filled in accordance with the provisions of Article 3, Section 1.(c).

(Amended 9 JUN 87)

(a) A member shall not hold two of the following offices simultaneously: elected DCVMA officer, AVMA Delegate, AVMA Alternate Delegate, or one of the three elected members of the Executive Committee.

(Amended 8 JAN 80)

(b) Each member of the Executive Committee, not each office, shall have one vote, except the President or Presiding Officer shall vote only in the case of a tie vote.

(Amended 8 JAN 80)

Section 2. The Executive Committee shall meet whenever the President deems it necessary.

(Amended 8 JAN 80)

Section 3. Duties

(a) The Executive Committee shall determine the annual dues to be paid by members in accordance with the provisions of Article 7. of the By-Laws.

(b) The Executive Committee shall pass on the qualification of all applicants for membership as provided in Section 1. of Article 2. of the By-Laws.

(c) The Executive Committee shall forward consumer complaints about District of Columbia Veterinarians to the District of Columbia Board of Examiners in Veterinary Medicine.

(Amended 8 JAN 80)

(d) At the end of each year, the Executive Committee shall audit the accounts of the Treasurer (or Secretary-Treasurer) before the officer presents their annual report to the Association.

(Amended 10 OCT 95)

(e) The Executive Committee shall consider all proposed amendments to the By-Laws, and shall dispose of them in accordance with the provisions of Article 10 of the By-Laws.

(f) The Executive Committee shall perform such other duties as the Association may impose upon it.

(g) At the end of each year, the chairman of the Executive Committee shall render a report of the activities of the committee to the Association.

Article 5

Delegates to the House of Delegates of the American Veterinary Medical Association

Section 1. Any member of the Association in good standing, who is also an active member in the AVMA, may be elected to a 4-year term as a Delegate of the AVMA. Nominations shall be made each "Leap Year" at the October meeting, and the election shall take place at the January meeting of the following year. The election procedures described in Article 3, Sections 1.(a) and 1.(b) shall be followed. If a vacancy occurs for any reason, the vacancy shall remain until filled in accordance with the provisions of Article 3, Section 1.(c), except that if an emergency situation occurs that requires the duties of the Delegate and/or Alternate Delegate to be fulfilled during such vacancy, the President, with the advice and consent of the Executive Committee, may appoint a Temporary Delegate and/or Temporary Alternate Delegate to serve the Association in

the interim period until a special election can be held as described in Article 5, Section 2, for the duly elected Delegate and/or Alternate Delegate.

(Amended 9 JUN 87)

Section 2. It shall be the duty of the Delegate and the Alternate Delegate to represent the interests of the District of Columbia Veterinary Medical Association in the House of Delegates of the American Veterinary Medical Association. The Delegate shall present to the District of Columbia Veterinary Medical Association a written report of the major activities of the American Veterinary Medical Association.

(Amended 8 JAN 80)

Article 6 Meetings

There shall be four regular meetings of this Association each year, scheduled during the second week in January, March, June, and October, unless otherwise specified by the Executive Committee. Additional meetings may be called by the Executive committee. The March meeting is traditionally a Dinner Meeting. The fiscal year shall begin January 1.

(Amended 13 JAN 98)

Article 7 Dues

The annual dues are \$35.00 but may be changed in accordance with the needs of the Association. Changes shall be recommended by a majority of the Executive Committee and approved by a majority of a quorum at a general membership meeting. The fiscal year is January 1 through December 31. Dues are payable after the January meeting but before the March meeting.

(Amended 9 NOV 2006)

Article 8 Suspension

Members who have not paid their dues by the March meeting shall be considered delinquent and shall be notified of this fact by the Treasurer (or Secretary-Treasurer) twice within the next six months. If the dues are not paid by the October meeting, the delinquent member shall be dropped from the rolls of the Association.

(Amended 10 OCT 95)

Article 9 Quorum

Members present at the meeting shall constitute a quorum.

(Amended 14 OCT 75)

Article 10
Amendments and Suspension

Section 1. Any proposed amendment to these By-Laws shall be submitted in writing, endorsed by three members and referred to the Executive Committee for recommendation. The Executive Committee shall mail a copy of the proposed amendment(s) together with the recommendations of the committee with reference to the proposed amendment(s) to each member in good standing not less than 10 days before a regular meeting of the Association. No amendment shall be effective unless adopted by a two-thirds vote of all members present and voting.

(Amended 8 JAN 80)

Section 2. The By-Laws may be suspended temporarily at any time by a unanimous vote of the members present, provided that no changes shall be made to Article 2 hereof relating to membership.

(Amended 8 JAN 80)

Article 11
Code of Ethics

The code of ethics adopted by the American Veterinary Medical Association shall be the code of ethics of this Association.