

Redwood Empire Veterinary Medical Association Constitution and By-Laws

Constitution

Article I Name

This association shall be incorporated and known as the Redwood Empire Veterinary Medical Association and shall remain a non-profit organization in fact, hereinafter referred to as “the Association.”

Article II Objectives

The objective of this Association shall be the advancement of the science and art of veterinary medicine, to enlighten and direct public opinion regarding veterinary activities, elevate the standards of ethical practice and stimulate the interchange of knowledge and experience in the practical application of the science of veterinary medicine.

Article III Officers and Election

Section 1. The elective officers of the Association shall be a President, a Vice President, Continuing Education Coordinator, Member at Large, Secretary and Treasurer, all of whom shall be elected by ballot at the regular annual meeting of the Association. An information Officer shall be appointed by the President. Their term of office shall be one year, or until a successor shall be duly elected or appointed.

Section 2. The elective officers shall constitute the Executive Committee of the Association.

Article IV Property and Assets

The property of the Association is dedicated to charitable purposes and no part of the assets of the organization shall benefit private persons. Upon dissolution of the Association, any remaining assets shall be distributed to another charitable non-profit organization, which has established its tax-exempt status under the applicable section of the Internal Revenue Code. Any assets held in trust shall be dispersed by the Superior Court of Sonoma County to non-profit charities.

By-Laws

Article I Duties of Officers

Section 1. It shall be the duty of the President to preside at all meetings and preserve order in decorum.

Section 2. It shall be the duty of the Vice-President to perform all duties of the President in his absence and assist the President as he may from time to time determine or direct. He shall also serve as liaison to the Disaster Committee.

Section 3. It shall be the duty of the Secretary-Treasurer to keep an accurate record of the proceedings of each meeting of the Association and of the Executive Committee. He is responsible for collection of membership dues, the custodian of all official records, the maintenance of a complete set of accounting records and the payment of all monetary obligations incurred against the Association. The Secretary-Treasurer shall report in detail at each meeting of the membership, on all dues received and expended, all outstanding obligations of the Association and on other such matters as may be proper. All monies shall be deposited in the bank in the name of the Redwood Empire Veterinary Medical Association. At the annual meeting of the Association, the Secretary-Treasurer shall report in detail on the past year's financial condition.

Section 4. It shall be the duty of the Continuing Education Coordinator to establish and maintain a program of continuing education and to work in cooperation with the Executive Committee to promote the program.

Section 5. It shall be the duty of the Member at Large to assist other officers as the President may from time to time determine. He shall also function as liaison between the Executive Committee and the membership.

Section 6. It shall be the duty of the Information Officer to function as newsletter editor and maintain the REVMA web page and other electronic media.

Section 7. The Executive Committee shall select the time and place of all meetings unless otherwise designated by vote of the membership, shall screen all applicants for membership, shall have complete charge of the property and all financial affairs of the Association, hire and fire employees and shall be empowered to take action in emergency situations.

Article II Committees

Section 1. In addition to the Executive Committee, there may be appointed committees of the Association, as follows:

Public Relations Committee (1 to 3 persons):

Liaison to local media our position on local animal or veterinary related issues.

Grievance, Ethics, and Professional Conduct Committee (2 Veterinarians and 1 lay person):

Review and arbitrate disputes between the public and individual members as well as between members. An attempt shall be made to resolve disputes to the satisfaction of both parties, but if the committee finds the veterinarian in violation of common standards or ethics, they shall be empowered to send the matter before the Board of Examiners. Records of disputes shall be retained by REVMA for five years. Members are allowed to access to their own file by application to the committee. Any complaint must be discussed with the veterinarian involved as soon as possible. If any meeting is held about a complaint, the offender has the right and is urged to attend the meeting, with his attorney present if necessary.

Wellness Committee (1 to 3 persons):

Support groups for members who are experiencing a substance abuse issue.

Animal Assisted Activities Committee (1 to 3 persons):

Liaison to organizations dedicated to in-hospital pet therapy, nursing homes animal visits, etc...

Disaster Committee (A combined group of 2-4 veterinarians and volunteer community members):

Shall be conducted according to CVMA mandates.

CVMA Committee (2 persons):

The committee shall consist of a Delegate and Alternate Delegate to represent the Association in the House of Delegates of the California Veterinary Medical Association. After receiving the agenda for the CVMA House of Delegates meeting, the delegates of the Association shall study the agendas and present the major issues to be addressed to the Executive Committee. The agenda will also be published in the Association newsletter for evaluation and opinions. Delegates of the CVMA shall solicit input and resolution from the Executive Committee and the membership, shall accurately express the desires of REVMA and the House of Delegates of CVMA, and, if specifically directed by the Executive Committee, shall vote as directed by the Executive Committee.

Section 2. The President shall appoint all committee members, and designate the chairperson, to terms not less than two years in order to main continuity.

Section 3. Each committee chair shall present a written report of their activities during the past year at the Annual Meeting, to be published in the Association Newsletter.

Article III Membership

Section 1. Any person who holds the degree of Doctor of Veterinary Medicine, or who is licensed to practice veterinary medicine in the State of California, and whose ethical, moral, and professional qualifications comply with the Constitution and by-laws, is eligible to apply for election to active membership in the Association.

There are three types of memberships: Full, Affiliate and Distinguished.

Full Membership: is available to Veterinarians licensed by the California State Board of Examiners and includes the right to vote and a monthly newsletter.

Affiliate Membership: is available for staff, spouse, out of county Veterinarians, students, etc... and does not include the right to vote but does include a monthly newsletter. This membership is not available to Sonoma County Veterinarians. The dues for affiliate membership will be the same as the current year's Large Animal dues.

Distinguished Membership: may be bestowed upon any individual deemed worthy by the members. Distinguished Member's dues are permanently waived.

Section 2. A full membership shall have the right to vote on all propositions submitted to the membership at large, the right to vote upon the election of officers, the privilege of attending all meetings of the Association, receiving all publications and shall be eligible for any office or honor within scope of the Association.

Section 3. Dues for all members shall be payable on March 1 of the year for which they are levied. Dues unpaid by April 15, shall have a late fee of \$4.00 per month added. New members may have dues prorated. If dues are not paid on or before June 1st of that year, said member shall then automatically cease to be a member in good standing, and all rights and privileges of active membership shall be suspended.

Article IV Nomination of Officers

Section 1. Nomination for elective office shall be made from the floor at the annual meeting.

Section 2. Nominees shall have been members of the Redwood Empire Veterinary Medical Association for not less than one year prior to nomination.

Article V Meetings

Section 1. Executive Committee Meetings will be held prior to general meetings. These Board Meetings are open to attendance by full members of the association.

Section 2. The annual meeting shall be held in January of each year. Newly elected officers shall take office following the annual meeting.

Section 3. General meetings of the Association shall be held every one to two months throughout the year on the 3rd Thursday of that month unless designated otherwise by the Executive Committee. Notification of the meeting date and location will be published in the Association newsletter.

Section 4. Veterinarian non-members may attend lectures for \$10.00 plus applicable meal fee. There will be no meeting charge for staff or spouses as long as the veterinarian is a full member.

Section 5. A quorum for the transaction of business shall consist of a simple majority of full members present.

Article VI Ethical Conduct

Section 1. It shall be the duty of the Grievance, Ethics and Professional conduct Committee to investigate reported violations of the Code of Ethics and Professional Conduct of the Association. They shall attempt mediation and hold informal hearings when necessary with members concerning reported violations. Standards of conduct shall be as determined in the Principles of Veterinary Medical Ethics as published by the AVMA and subscribed to by CVMA. Rules of Disciplinary Procedures and General Appellate Procedures of the AVMA, also subscribed to by CVMA, will apply as necessary.

If, in the opinion of the Ethics and Professional Conduct Committee, a minor violation of the Code of Ethics has been committed, it is the duty of the committee to admonish or censure the member.

If, in the opinion of the Ethics and Professional Conduct Committee, a major violation of the Code of Ethics and Professional Conduct has been committed, it is the duty of the committee to recommend to the Executive Committee that a formal hearing be held as provided for in the Rules of Disciplinary Procedures of the AVMA.

Article VII Rule of Order

The current edition of Robert's Rules of Order shall be the guide for parliamentary procedures at all meetings of the Association, its board and committees.

Article VIII Amendments

This constitution and by-laws can be changed or amended at any time by a 2/3 vote of the full members present at any meeting of which the time, date and location has been published in the Association newsletter. They may be suspended at any time by a 2/3 vote of the full members present.