

# BYLAWS OF THE WYOMING ACUPUNCTURE SOCIETY

revised May 4, 2016

## ARTICLE I – NAME AND PURPOSE

### Section I – Name

The name of the organization shall be “WYOMING ACUPUNCTURE SOCIETY”

### Section II – Purpose

The Wyoming Acupuncture Society has been founded for the following purposes:

- A. To create a meeting place for Wyoming acupuncturist;
- B. To share knowledge, ideas and concerns about acupuncture, Oriental Medicine and related therapies with each other;
- C. To educate the general public about acupuncture and Oriental Medicine;
- D. To actively promote and support positive legislation regarding acupuncture and Oriental Medicine;
- E. To provide a list of nominees to the Governor for appointment to the State Board of Acupuncture;
- F. To support and encourage National goals congruent with the Wyoming Acupuncture Society goals;
- G. To support and encourage the maintenance of the National Commission for the Certification of Acupuncture and Oriental Medicine; and
- H. To support and encourage continuing education of acupuncturists.

## ARTICLE II – MEMBERSHIP

### Section I – Statement of Policy

This organization shall make no distinction related to gender, age, race, creed or national origin.

### Section II – Membership Categories

- A. Professional Voting Membership
- B. Supporting Membership

### Section III – Definition of Membership Categories

- A. Professional Voting Membership – An acupuncturist who is licensed or certified by and whose primary practice is in the State of Wyoming and is currently a paid member of the Wyoming Acupuncture Society.
- B. Supporting Membership – non voting status, members who support the goals of the Wyoming Acupuncture Society, to include licensed or certified acupuncturists without a current practice in Wyoming, acupuncture students and non-acupuncturists.

### Section IV – Membership Fees

- A. Professional Voting Membership – Annual fee to be set by the Board and due prior to the Annual Fall Meeting.
- B. Supporting Membership – Annual fee to be set by the Board and due prior to the Annual Fall Meeting.

### Section V – Termination of Membership

- A. The Board of the Society may terminate or suspend a membership for nonpayment of fees or for conduct which the Board deems in appropriate to the best interests of the Society. The Board shall notify the member who is the subject of the proposed action sixty (60) days prior notice of the proposed expulsion. The member may submit a written statement to the Boards regarding the proposed action not less than ten (10) days before the effective date

of termination. The board shall review such statement and determine the mitigating effect of all information then make a determination of termination or reactivating of the membership.

## **Section VI – Time and Place of Meeting and Bylaw Revisions**

- A. Annual Meeting: to have an annual meeting in the fall, place to be determined by the Board of the Society.
- B. Additional Meeting: the Board shall have the power to call any other meeting as needed, in particular, in regards to promoting legislative action. All members shall be informed in as timely a manner as possible as to the time and location of said meeting.
- C. By-Law Revisions: Any proposed additions or changes to the bylaws would be distributed to the voting members at least thirty (30) days prior to when voting will occur. The proposed changes are to be voted on by those Professional Voting Members present at the next official Wyoming Acupuncture Society meeting or by mail-in ballot. Any amendment needs a simple majority to pass.

## **ARTICLE III – BOARD OF DIRECTORS**

### **Section I – Composition of the Board**

The Wyoming Acupuncture Society will be governed by a Board of Directors chosen from the voting membership consisting of a President, Vice-President, Secretary, Treasurer and Membership Officer.

### **Section II – Terms of Office**

- A. Length of Term -- Each Board Member shall serve a term of two years. Election will be held at the annual meeting. Elections for President, Secretary and Membership Officer will take place in even-numbered years. The Board will be chosen by the Society's Professional Voting Membership.
- B. Vacated officer positions – If an officer vacates his/her position or is recalled before the term is finished, the other officers will appoint a member to fill that position for the remainder of the term.
- C. Recall of Officers – Officers may be recalled by a majority vote of the Board of Directors for non-performance of duties. The Board shall notify the officer who is the subject of the proposed action with 60 days prior notice of the proposed expulsion. The officer may submit a written statement to the Board regarding the proposed action not less than 10 days before the effective date of termination. The Board shall review such statement and determine the mitigating effect of all information and then make a determination of termination or reactivating of the officership. If no such statement is received from the officer, the original recall will stand.

### **Section III – Responsibilities of Officers**

- A. President – The President shall preside over all meetings and will direct the group in general.
- B. Vice-President – The Vice President shall preside over meetings in the absence of the President, and shall act as the contact person for communications with the Wyoming Acupuncture Society lobbyist.
- C. Secretary – The Secretary shall keep a record of meetings of the Society and be responsible for communications within the Society. The Secretary shall be responsible for answering communications from outside the Society and shall publish the newsletter and be the contact person for the webmaster. In exchange for newsletter publishing and website tasks, the secretary shall receive a free Wyoming Acupuncture Society membership for that year.
- D. Treasurer – The Treasurer shall supervise the funds of the Society and prepare the biannual financial report to be available at the biannual meetings. The treasurer is responsible for making sure all current officers are listed as signers on the Wyoming Acupuncture Society bank account, and for removing non-current officers from the signature card, as well as for payment of all bills, creating and mailing invoices, recording payments received and communicating with the Secretary and Membership Officer regarding bills, invoices and payments received as necessary.

- E. Membership Officer – The Membership Officer shall collect and deposit dues payments and keep a written list of all members, including date and amount of dues paid, address of record, phone and fax numbers and email address. Officer shall create and distribute a receipt and a certificate of membership to each member at the time payment is received and head up membership drives.

#### **Section IV – Communication of Officers**

- A. Email – All officers must be willing and capable of email communication with other officers. Email must be responded to within 48 hours.
- B. Phone – All officers must be willing and capable of phone communication with other officers. Phone messages must be responded to within 24 hours.

#### **Section V – Committees**

To be determined at a later date.