

# CONSTITUTION AND BYLAWS OF THE LEON COUNTY DENTAL ASSOCIATION

## **CONSTITUTION**

### ARTICLE I NAME

This organization shall be called the Leon County Dental Association with the principle office at Tallahassee, Leon County, Florida.

### ARTICLE II PURPOSE

The purpose of this Association shall be to advance the dental profession in education, science and good fellowship; to encourage dental and oral research; to disseminate to the profession knowledge of dental discoveries and inventions; to promote free and liberal discussion and exchange of opinion on all subjects related to dentistry; to promote the usefulness, honor and interests of its members; to enlighten and direct public opinion in regard to oral hygiene and civic health work along dental lines; to advocate proper dental legislation and enforcement thereof; to encourage membership in the American Dental Association, Florida Dental Association and Northwest District Dental Association.

### ARTICLE III OFFICERS

The officers of the Association shall be President, President-Elect and Secretary-Treasurer. Before being elected, the President and President-Elect must have been members of the Leon County Dental Association for three years, and two years for the Secretary-Treasurer.

All elective officers shall be elected at the May meeting. These officers will be installed at a time coincident with the Florida National Dental Convention. Nominations for all officers shall come from the Executive Council and from the floor.

### ARTICLE IV EXECUTIVE COUNCIL

The Executive Council shall be composed of President, President-Elect, Secretary-Treasurer, Past President and two members of the Association who shall be elected by the Association. These two members shall be designated First At-Large member and Second At-Large member.

### ARTICLE V COMMITTEES

The President or the Executive Council may appoint committees when and if they are deemed necessary.

### ARTICLE VI MEMBERSHIP

Section 1. This Association shall be composed of active, honorary, life, privileged and associate members.

Section 2. Active members: Any ethical, legally registered dentist, residing within the jurisdiction of this Association shall be eligible to active membership in the Association and shall become an active member of the Association upon compliance with the conditions of

membership prescribed in the Bylaws of the Leon County Dental Association. Active members of this Association must be active members of the Northwest District Dental Association. Active members are accorded all rights and privileges of this Association.

Section 3. Honorary members: Any person who has made valuable contributions to science, art or literature of dentistry or medicine may become an honorary member by election at any regular meeting of the Association, provided that he has previously been approved by the Executive Council. Honorary members may enjoy all of the privileges of this Association except that of ballot or holding office.

Section 4. Life members: Any member of the Leon County Dental Association who has been duly elected to life membership in the Florida Dental Association shall automatically become a life member of this Association. Those life members still engaged in the active practice of dentistry shall be deemed active life members. Those life members who have retired from the active practice of dentistry shall be deemed retired life members. Life members retain the right to vote, but may not hold office.

Section 5. Privileged members: Any active member that the Executive Council deems eligible shall have all privileges of the Association but shall not be required to pay dues. Privileged membership is generally conferred on those active members who have become unable to engage in the practice of dentistry due to physical incapacitation.

Section 6. Associate members: Any ethical, qualified dentist who is otherwise ineligible for active membership in the Northwest District Dental Association that the Executive Council recommends may become an associate member. They will pay customary dues but will not have voting privileges and can not hold office.

## ARTICLE VII AMENDMENTS

This constitution may be amended at any session of this Association by a two-thirds vote, if a quorum is present, provided such amendment has been submitted in writing at a previous meeting. It may be amended at any regular meeting by unanimous vote, if a quorum is present.

## **BYLAWS**

### ARTICLE I OFFICERS

Section 1. The President shall preside at all meetings of the Association and Executive Council; approve all bills; appoint all committees not otherwise provided for; appoint members to fill vacancies in office or committees until the next regular meeting; notify members of such appointment; and perform such other duties as usually befall a presiding officer.

Section 2. The President-Elect shall assist the President in his duties, preside in his absence and succeed to his office in case of vacancy for any cause. He shall be a member of the Executive Council.

Section 3. The Secretary-Treasurer shall keep full and complete records of this Association and its Executive Council, including minutes of all meetings. He shall keep a correct list of all members of the Association. He shall keep an up-to-date copy of the Constitution and Bylaws of this Association, showing any and all amendments and standing resolutions. He shall collect all dues and monies due to the Association, keep accurate records of all monies in a bank designated by the Executive Council and pay out monies on order of the President and the

Executive Council or under the Bylaws of the Association. He shall promptly make such reports as officers of the Association shall request. He shall be a member of the Executive Council.

## ARTICLE II EXECUTIVE COUNCIL

Section 1. The Executive Council shall consist of the officers of the Association, the Past President and two other members elected by the Association.

Section 2. The Executive Council may appoint committees and report those appointed to the membership.

Section 3. The Executive Council shall have absolute control of the business of this Association between regular meetings.

Section 4. In the event that any member, committeeman or officer of this Association shall willfully neglect or fail in the proper performance of his duties, or shall conduct himself in his official capacity, or in his private capacity, in a manner detrimental to the best interest of this Association, it shall be the duty of the Executive Council to take cognizance of such neglect or conduct and recommend to the Association such action as is necessary.

## ARTICLE III MEMBERSHIP

Section 1. Candidates for membership shall make application in writing to the Secretary-Treasurer or Executive Council.

Section 2. Any ethical, legally registered dentist practicing in Leon County who is a member of the Florida Dental Association and the Northwest District Dental Association shall be eligible for membership in the Leon County Dental Association. Loss of membership in the Northwest District Dental Association shall automatically terminate membership in the Leon County Dental Association.

Section 3. Candidates for membership who have previously been members of the Association and dropped for nonpayment of dues shall be required to submit with application dues for one current year together with dues for one year in which they are in arrears and any assessment.

Section 4. All applications shall be referred to the Executive Council who shall investigate and submit their report therein. A favorable report of any application for membership by the Executive Council submitted to a regular meeting of this Association shall require a majority vote of the members present to elect the applicant to membership. Any applicant may appeal to the Association against an unfavorable report of the Executive Council on any application and such appeal shall be sustained by three-fourths vote of the members present.

Section 5. Honorary members shall be elected by the Association on nomination of an active member. The nomination shall first be placed with the Executive Council and upon their approval shall be placed before the Association.

## ARTICLE IV DUES

Section 1. The annual dues of this Association shall be set by the majority of membership as needed for operation and shall be due and payable January 1.

Section 2. Any member who shall fail to pay his dues by the May meeting shall be automatically expelled from this Association. Any member who fails to pay assessments within sixty days after they become due shall be automatically expelled from the Association.

Section 3. Life members in the Leon County Dental Association shall be exempt from half of all dues and all of any assessments in this Association.

Section 4. Honorary members shall be exempt from all dues and assessments.

Section 5. Privileged members shall be exempt from all dues and assessments.

Section 6. Associate members shall pay full dues and assessments.

#### ARTICLE V MEETINGS

Section 1. The regular meetings of the Association shall be held at least quarterly with meetings in January, March, May, July, September and November, with other meetings set by the President or Executive Council.

Section 2. The May meeting shall be the regular business meeting for election of officers, and these newly elected officers shall take office in May.

Section 3. Special meetings may be called by the President at the request of ten members.

Section 4. Half of the eligible voting membership shall constitute a quorum for the transaction of business.

Section 5. Meetings shall be restricted to members as defined in Article VI of the Constitution of this Association, and to such guests as approved by the Executive Council.

#### ARTICLE VI ORDER OF BUSINESS

Section 1. Sturgis Standard Code of Parliamentary Procedure shall govern the deliberations of this Association on all points not otherwise provided for in the Constitution and Bylaws.

Section 2. The order of business may be suspended by two-thirds vote of all members present.

#### ARTICLE VII AMENDMENTS TO BYLAWS

It is hereby provided that amendments, revisions and any and all alterations to the Bylaws necessary to the proper conduct of this Association's well being and growth shall be prepared by the members of the Executive Council or any member and presented to the members of this Association after proper notice at any regular meeting.

#### ARTICLE VIII RULES

Rules may be suspended upon the unanimous vote of members present.

#### ARTICLE IX CODE OF ETHICS

The Code of Ethics of the Florida Dental Association shall be the Code of Ethics of this Association.

APPROVED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 1991.

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President

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President-Elect

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Secretary-Treasurer