

## **NORTH CENTRAL DISTRICT OF IDAHO CHAPTER BYLAWS**

### **ARTICLE I. NAME**

The name of this organization is the North Central District, it is a component district of the Idaho Physical Therapy Association which is a chapter of the American Physical Therapy Association Inc., hereinafter referred to as the “District.” , “Chapter” and “APTA” respectively. The territorial jurisdiction of the district includes the following Counties: Idaho, Lewis, Nez Perce, Clearwater, and Latah.

### **ARTICLE II. OBJECT**

The object of the District shall be the same as the those expressed in the Chapter Bylaws (ARTICLE II)

### **ARTICLE III. FUNCTIONS**

The functions of the District shall be the same as those prescribed in the Chapter Bylaws. (ARTICLE III)

### **ARTICLE IV. MEMBERSHIP**

Membership classes and qualifications, rights and privileges, admission, good standing, disciplinary action and reinstatement shall be the same as in the Chapter Bylaws. (ARTICLE IV)

### **ARTIVCLE V. DISTRICT**

Section 1. District assignment should be made by the Chapter according to the address of record, in the chapter files for the members residence, and/or practice location. A member wishing for assignment to a District other than the one in which he/she resides or practices may petition the Chapter Board of Directors or Executive Committee for reassignment.

Section 2. Formation and dissolution of a district shall be the same as Idaho Chapter Standing Rules Section 4.

### **ARTICLE VI. MEETINGS**

Section 1. The District shall hold a minimum of two (2) regular meetings each year. Notice of meetings shall be mailed or emailed to District Members at least thirty days (30) prior to each meeting.

Section 2. The date of District Meetings shall not conflict with those of the Chapter.

Section 3. A written report of the District shall be presented at the annual Chapter Meeting and at other times at the request of the Board of Directors.

Section 4. A minimum of one (1) regular meeting shall be designated as an Educational Meeting.

Section 5. Special meetings may be called by the Chairperson or District officers. Notice of such meetings must be mailed or emailed at least five (5) days prior to such meeting. The purpose of the special meeting must be specified in the notice.

Section 6. A quorum for the transaction of business at any regular or special meeting shall consist of those present at that meeting who are District voting members, at least one of whom is a District officer.

Section 7. Whenever the District Officers deem it convenient or desirable, a question may be submitted for mail or email vote. Provisions for balloting shall be in compliance with the Chapter Standing Rules.

## ARTICLE VII. OBLIGATIONS

Section 1. The obligations of the North Central Idaho District shall be:

A. To provide opportunities for improved communications and for the membership to participate directly in Chapter planning and activities.

B. To coordinate all District activities within the Chapter calendar time frames.

C. To inform the Chapter of District activities.

## ARTICLE VIII. NOMINATIONS AND ELECTIONS

Section 1. Nominations for candidates, who consent to serve if elected, will be solicited from district members for each District office that is due for election. The nominees will be presented for election to the voting membership at the spring meeting requiring election of officers.

Section 2. A plurality vote of voting members present shall be decisive in all elections. Elections shall be by ballot, unless there is but one nominee for each office when a voice vote may be called. Tellers should be appointed by the Presiding Officer, when members vote for two (2) or more candidates for an office. The number of candidates needed to fill the positions who receive the plurality vote shall be declared elected. In the event of a tie, re-balloting shall be held to determine the elections. Elected officers shall assume office after the close of the meeting at which elected.

## ARTICLE IX. OFFICERS

Section 1. The Officers of the District shall be the Chairperson, Vice-Chairperson, and Secretary/Treasurer.

Section 2. Duties of the Officers are as follows:

A. The Chairperson shall serve as official head and public spokesperson of the District. He/she shall be ex-officio member of all District committees. He/she will also sit as a Board Member of the State Chapter. The term of office will be two (2) years and elections will be on even numbered years.

B. The Vice-Chairperson shall assume the duties of the Chairperson in his/her absence, resignation or removal from office and serve as advisor to all District committees. The term of office will be two (2) years and elections will be on odd numbered years.

C. The Secretary/Treasurer shall serve as Secretary of all District meetings. He/she shall keep accurate minutes of all meetings and make minutes available to District Members upon request. He/she shall notify the membership of all meetings thirty (30) days in advance with the exception of special meetings. He/she shall notify the Chapter Office of the District officers within thirty (30) days following an election. He/she shall maintain an up to date and accurate listing of District Members. He/she shall also be custodian of all funds of the District with said funds to be paid out only upon approval of the District Officers. He/she shall keep true and accurate accounts of all receipts and disbursements in a book or secure computer document which shall be the property of the District and report entries to the membership, District Officers, Board of Directors, and Chapter Finance Committee. The term of office will be two (2) years and elections will be on even numbered years.

## ARTICLE X. COMMITTEES

May be established by the District in accordance with Chapter Standing Rules, Section 5.

## ARTICLE XI. FINANCES

Section 1. The financial year of the District shall be the same as that of the Chapter January 1 through December 31.

Section 2. Dues are not charged. Donations and special assessments however may be requested and received provided there is no punitive action for nonpayment of these monies. . Special assessments may be levied by a two thirds (2/3) vote of the membership, either at a regular meeting, or special meeting, or by mail or email vote. Special assessments require the approval of the Chapter Board of Directors.

Section 3. The District Chairperson shall submit budget requests to the Chapter Finance Committee by July of each year.

## ARTICLE XII. AMENDMENTS

Section 1. These Bylaws may be amended in whole or in part by two thirds (2/3)

vote, a quorum being present, at any meeting of the District provided that at least thirty (30) days prior to that meeting a copy of the proposed amendment has been sent out by mail or email to members of the District. The amended Bylaws must be submitted to the Chapter's Executive Committee or Board of Directors for final approval.

Section 2. Revised or amended Bylaws shall be consistent with the Articles of Incorporation of the Chapter.

Section 3. Amendments for compliance. If the intent of an amendment is editorial or to bring the District's Bylaws into agreement with those of the Chapter, the amendment shall be made as required and approved by the Chapter Board of Directors. The Idaho Chapter shall notify the districts membership of such amendment.

#### ARTICLE XIII. ASSOCIATION AND CHAPTER AS HIGHER AUTHORITY

In addition to these Bylaws, the District is governed by the Chapter and APTA Bylaws, Standing Rules, and Policies.