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Appendix E  
*Bylaws-Updated 2020*

**Article I - Name & Affiliation**

*Section A - Name*

This organization shall be known as the Illinois Society for Respiratory Care, herein referred to as the Society.

*Section B – Affiliation*

The Society shall be a chartered affiliate of the American Association for Respiratory Care, herein after referred to as the Association, and shall abide by the rules and regulations of the Association as promulgated from time to time.

12 *Article II - Object**Section A -*13 *Purpose*

14 To encourage, develop and provide educational programs for those persons interested  
15 in the field of Respiratory Care.

16

17 To advance the Science, technology, ethics and art of Respiratory Care through  
18 appropriate institutes, meetings, lectures, preparation and distribution of a newsletter,  
19 and any additional materials and procedures deemed suitable for this purpose.

20

21 To facilitate cooperation between Respiratory Care personnel and the medical  
22 profession, allied health professions, hospitals, service companies, industry and other  
23 agencies within the state interested in Respiratory Care; except that the Society shall  
24 not commit any act that shall constitute unauthorized practice of medicine under the  
25 laws of the State of Illinois.

26

27 To educate the general public in pulmonary health promotion and disease prevention.

28

29 To insure strict adherence to the principles of the code of ethics of the Association

30 *Section B – Intent*

31 No part of the net earnings of the Society shall inure to the benefit of any private  
32 member or individual, nor shall the Society perform particular services for individual  
33 members thereof, other than those usually and customarily performed by similar  
34 organizations.

35 The Board of Directors may provide for the distribution of funds, income and  
36 property of the Society to charitable, educational, scientific or religious corporations,  
37 organizations, community chests, foundations or other kindred institutions  
38 maintained and created for one or more of the foregoing purposes if at the time of  
39 distribution the payee or distributees are exempt from income taxation under the  
40 provisions of section 501, 2055 and 2522 of the Internal Revenue Code, or any later  
41 sections of the Internal Revenue Code which amend or supersede the said sections.

42 In the event of dissolution of the Society, whether voluntary or involuntary, all its  
43 remaining assets shall be distributed as specified in subsection 2 above, as authorized  
44 by the Board of Directors of the Society.

45 The Society shall not commit any act, which shall constitute unauthorized practice of  
46 medicine under the laws of the State of Illinois.

47        *Article III - Boundaries*

48        *Section A - Society Boundaries*

49        The area of **Chapter I** is the area included within the boundaries of the counties of  
50        Henderson, Knox, Marshall, Mercer, Peoria, Rock Island, Stark, Tazewell, Warren,  
51        Woodford, La Salle, Putnam, Grundy, and Fulton.

52        The area of **Chapter II** is the area included within the boundaries of the counties of  
53        Cook, DuPage, and Will.

54        The area of **Chapter III** is the area included within the boundaries of the counties of  
55        Champaign, Clark, Coles, Cumberland, DeWitt, Douglas, Edgar, Ford, Iroquois,  
56        Livingston, Macon, McLean, Moultrie, Piatt, Shelby, Kankakee, and Vermillion.

57        The area for **Chapter IV** is the area included within the boundaries of the counties of  
58        Alexander, Clay, Crawford, Effingham, Edwards, Fayette, Franklin, Gallatin,  
59        Hamilton, Hardin, Jackson, Jasper, Jefferson, Johnson, Lawrence, Marion, Massac,  
60        Perry, Pope, Pulaski, Richland, Saline, Union, Wabash, Wayne, White, Alexander,  
61        Madison, Bond, Clinton, St. Clair, Washington, Monroe, Randolph, and Williamson.

62        The area of **Chapter V** is the area included within the boundaries of the counties of  
63        Adams, Brown, Cass, Christian, Calhoun, Greene, Jersey, Macoupin, Montgomery,  
64        Hancock, Logan, Mason, McDonough, Menard, Morgan, Pike, Sangamon, Schuyler  
65        and Scott.

66        The area of **Chapter VI** is the area included within the boundaries of the counties of  
67        Boone, Bureau, Carroll, DeKalb, Henry, JoDavies, Lee, Ogle, Putnam, Stephenson,  
68        Whiteside, Winnebago, McHenry, Kane, and Kendall.

69

70

71 ***Article IV – Membership***72 ***Section A - Classes***

73 Three Association membership classes shall be recognized by the Society and shall  
 74 include: Active, Associate and Special Membership. The criteria for each of these  
 75 classes shall comply with the Association's current membership definitions.

76 The Society shall have five (5) classes of membership: Active, Associate, Special,  
 77 Corporate and Institutional. These members will have all the rights and privileges of  
 78 the Society except that only Active members of the Association shall be entitled to  
 79 hold office or vote.

80 Corporate membership shall be open to any organization that is in business to make a  
 81 profit.

82

83 Institutional membership shall be open to any organization that is not for profit or  
 84 non-profit.

85 ***Section B - Eligibility***

86 Active, Associate and Special Members. Each applicant for membership shall meet all  
 87 of the qualifications of the class of membership for which s/he applies. Providing all  
 88 qualifications are met and Association or Society dues paid, the equivalent  
 89 membership classification shall be granted in the Society as has been granted by the  
 90 Association.

91 Corporate and Institutional. Each applicant for membership shall meet all of the  
 92 qualifications of the class of membership for which s/he applies. Providing all  
 93 qualifications are met and Society dues paid, membership will be granted in the  
 94 Society only

95 ***Section C - Application for Membership***

96 Application for membership in the Society shall follow the procedure specified by the  
 97 Board of Directors

98

99 **Article V - Officers and Representatives**

100 *Section A - Officers*

101 The Officers of the Society shall be a President; a President-Elect who automatically  
102 succeeds to the Presidency when the President's term ends; a Vice President; a  
103 Secretary; a Treasurer and an Immediate Past President

104 *Section B - Chapter Representation*

105 Each chapter shall be represented on the Board of Directors by the Chapter  
106 Chairperson and by one additional member regardless of the number of chapter  
107 constituents.

108 Each chapter shall be represented on the Executive Committee by the Chairperson of  
109 that chapter.

110 The Board of Director Membership will consist of one (1) Chapter chairperson plus  
111 one (1) additional member of each of the six (6) chapters and the Society officers  
112 (President, President-Elect, Vice President, Secretary, Treasurer, Immediate Past  
113 President) and the Society Delegate and alternate Delegate (no more than 20  
114 members).

115 *Section C - Term of Office*

116 The term of office for President shall be for a period of two (2) years and no  
117 individual shall succeed him/herself in office.

118 The term office for President-Elect shall be for a period of one (1) year immediately  
119 preceding succeeding to the office of President, and no individual shall succeed  
120 him/herself in office.

121 The term of office for Immediate Past President shall be for a period of one (1) year  
122 immediately following the term in the office of President.

123 The term of office for the Vice-President shall be for a period of two (2) years.

124 The term of office for Secretary and Treasurer shall be for a period of two (2) years.

125 The term of office for Chapter Chairpersons shall be for a period of two (2) years.

126 The term of office for members of the Board of Directors shall be for a period of two  
127 (2) years with the exception of the Offices of President-Elect and Immediate Past  
128 President. There shall be no limit to the consecutive terms that may be served as a  
129 member of the Board of Directors.

130 *Section D - Multiple Offices*

131 No officer or delegate shall hold more than one (1) Society office simultaneously.

132 *Section E - Vacancies in Office*

133 In the event of a vacancy in the office of President, the President-Elect shall become  
134 Acting President to serve the unexpired portion of the President's term, and shall  
135 serve his/her own, the successive term, as President.

136 In the event of a vacancy of President-Elect, the Vice-President shall assume the  
137 duties, but not the office, as well as his own until the next meeting of the Board of  
138 Directors, at which time the Board shall fill the vacancy by appointment.

139 In the event of a vacancy in the office of Vice-President, Secretary or Treasurer, the  
140 Board of Directors shall, at their next meeting, appoint a qualified member to fulfill  
141 the remainder of the unexpired term.

142 In the event of a vacancy in the office of Chapter Chairperson, a committee consisting  
143 of the members of the Board of Directors of that chapter shall appoint an Acting  
144 Chairperson from the active membership of that chapter for the remainder of the  
145 unexpired term, subject to an approving vote of the active members of the AARC  
146 within the chapter at their next regular meeting.

147 In the event of a vacancy in the office of Chapter Representative, The Chapter  
148 Chairperson shall appoint a qualified member to serve the remainder of the unexpired  
149 term, subject to an approving vote of the of Directors in the previous election shall  
150 have the first consideration in appointment.

151

152 *Section F - Duties of the Officers of the Society*

153 *President*

154 The President shall be the chief executive officer of the Society. S/he shall preside at  
 155 the annual business meeting and all meetings of the Board of Directors; prepare an  
 156 agenda for the annual business meeting and submit it to the membership not fewer  
 157 than thirty (30) days prior to such a meeting in accordance with Article VIII, Section  
 158 C of the Bylaws; be an ex officio member of all committees except the Elections and  
 159 Nominations Committee; present to the Board of Directors and membership an  
 160 annual report.

161 *President-Elect*

162 The President-Elect shall become Acting President in the event of the President's  
 163 absence, resignation or disability; and shall perform such other duties as shall be  
 164 assigned by the President or Board of Directors.

165 *Vice-President*

166 The Vice-President shall assume the duties of the President-Elect in the event of the  
 167 President-Elect's absence, resignation or disability. The Vice-President shall act as a  
 168 liaison between committees as well as the general membership and the public, and  
 169 carry out such other duties as shall be assigned by the President or the Board of  
 170 Directors.

171 *Treasurer*

172 The Treasurer shall have charge of all funds and securities of the Society; endorsing  
 173 and depositing all checks, notes and monies to the accounts of the Society, and shall  
 174 disburse Society funds under direction of the Board of Directors in accordance with  
 175 the approved budget. At the expense of the Society, s/he shall be bonded in an  
 176 amount to be determined by the Board of Directors.

177 *Secretary*

178 The Secretary shall have charge of keeping the minutes of the Board of Directors and  
 179 annual business meetings; executing the general correspondence of the Society and  
 180 maintaining the Standing Rules; performing such other duties as from time to time  
 181 may be assigned by the President or the Board of Directors.

182 *Immediate Past President*

183 The Immediate Past President shall become Acting President in the event of the  
 184 President and Vice-President's absence, resignation or disability. S/he shall advise and  
 185 consult with the President, serve as a member of the Bylaws Committee, serve as a  
 186 liaison to the Board of Medical Advisors, and perform such duties as shall be assigned  
 187 by the Board of Directors.

188 **Article VI - Nominations and Elections**

189 *Section A - Nominations Committee*

190 The President shall appoint a Nominations Committee each odd numbered year at the  
 191 first quarter meeting. The Chairperson of this committee shall report the slate of  
 192 nominees to the Board of Directors at the second quarter meeting of that *year*

193 *Section B - Nominations*

194 The Nominations Committee must place in nomination the name of at least one (1)  
 195 person for the offices of President-Elect, Vice-President, Treasurer, Secretary and the  
 196 Association's Alternate Delegate, and at least two (2) persons for the office of Medical  
 197 Advisor. Additional nominations may be made from the floor of the Board of  
 198 Directors.

199 Only active members of the Association in good standing and who are licensed by the  
 200 Illinois Department of Financial and Professional Regulation (hereafter referred to as  
 201 IDFP) and are a current Board member or have served as a Board member within  
 202 the last year shall be eligible for nomination.

203 On written petition of ten (10) or more voting members or five (5) percent of the  
 204 voting membership (whichever is the greater number) filed with the President prior  
 205 to the second quarter meeting, any other member or members may be nominated. If a  
 206 nominating petition is so filed, said nomination shall be placed on the ballot.

207 *Section C - Ballot*

208 The Nomination Committee's slate shall be communicated to every active member in  
 209 good standing and eligible to vote.

210 The vote shall be by secret ballot. The deadline date shall be clearly indicated on the  
 211 ballot.

212 Active membership, good standing, and eligibility to vote shall be determined by the  
 213 most current membership list obtainable from the Association.

214 *Section D - Elections Committee*

215 The President shall appoint an impartial Elections Committee, which shall check the  
 216 eligibility of each ballot and tally the votes.

217



218 **Article VII - Governance**

219 *Section A - Structure*

220 The governance of this Society shall be vested in the Board of Directors

221 *Section B - Board of Directors Composition and Powers*

222 The Board of Directors shall consist of the President, President-Elect or Immediate  
223 Past President, Vice-President, Treasurer, and Secretary, the Society's Delegate to the  
224 Association, Chapter Chairpersons and the duly elected Representatives from each  
225 chapter.

226 The Executive Committee of the Board of Directors shall consist of the officers of the  
227 Society, Chapter Chairpersons and the Society's Delegate to the Association as voting  
228 members.

229 The President shall be the Chairperson and presiding officer of the Board of Directors  
230 and the Executive Committee. S/he shall invite in writing such individuals to the  
231 meeting of the Board as s/he shall deem necessary, which shall have the privilege of  
232 voice but not of vote.

233 The Board of Directors shall have the power to declare an office vacant by a two-  
234 thirds (2/3) vote, upon refusal or neglect of any member of the Board to perform the  
235 duties of office, or for any conduct deemed prejudicial to the Society. Written notice  
236 shall be given to the member that the office has been declared vacant.

237 *Duties*

238 The Board of Directors shall supervise all the business activities of the Society within  
239 the limitations of these Bylaws.

240 The Board of Directors shall adapt and rescind Standing Rules of the Society.

241 The Executive Committee shall have the power to act for the Board of Directors  
242 between meetings of the Board and such activities shall be in concert with the goals  
243 of the Society and subject to ratification by the Board at its next meeting.

244 *Vacancies*

245 Any vacancy that occurs on the Board of Directors shall be filled as specified in  
246 Article V Section E of these Bylaws.

247

248

249 *Meetings*

250 The Board of Directors shall meet immediately preceding and immediately following  
 251 the annual business meeting of the Society and shall hold not fewer than two (2)  
 252 regular and separate meetings during the course of the year.

253 Special meetings of the Board of Directors shall be called by the President at such  
 254 times as the business of the Society shall require, or upon written request of ten (10)  
 255 members of the Board of Directors filed with the President and Secretary.

256 A majority of the Board of Directors shall constitute a quorum.

257 *Special Election*

258 Whenever, in the judgment of the Board of Directors, it is necessary to present any  
 259 business to the membership prior to the next regular or annual business meeting, the  
 260 Board of Directors may, unless otherwise required by these Bylaws, instruct the  
 261 Elections Committee to conduct a vote of the membership. The questions thus  
 262 presented shall be determined according to a majority of the valid votes returned  
 263 within thirty (30) days after the date of such submission, except in the case of an  
 264 amendment to the Bylaws when a two-thirds (2/3) majority of the valid votes  
 265 received is required. Any and all action approved by the members in accordance with  
 266 the requirements of this Article shall be binding upon each member thereof. Any  
 267 amendment to the Bylaws of this Society shall be presented to the membership at  
 268 least sixty (60) days prior to a vote, as provided in Article XVIII Section A of these  
 269 Bylaws.

270 **Article VIII - Meeting**271 *Section A - Date & Place*

272 The Society shall hold an annual business meeting each calendar year. Additional  
 273 meetings may be held as required to fulfill the objectives of the Society.

274 *Section B - Purpose*

275 The annual business meeting shall be for the purpose of receiving reports of officers  
 276 and committees, the results of the election and for other business brought by the  
 277 President.

278 Additional business meetings shall be for the purpose of receiving reports and other  
 279 business brought by the President.

280 *Section C - Notification*

281 Written notice of the time and place of the annual business meeting shall be sent to  
 282 all members of the Society not fewer than ninety (90) days prior to the meeting. An

283 agenda for the annual business meeting shall be sent to all members not fewer than  
284 thirty (30) days prior to the annual business meeting.

285 *Section D – Quorum*

286 A majority of the voting members registered at a duly called business meeting shall  
287 constitute a quorum.

288 *Section E – Attendance*

289 All meetings called to conduct official business will be open to the membership-at-  
290 large.

291 **Article IX - Society Delegates to the Association's House of Delegates**

292 *Section A - Election*

293 The Society shall elect an Alternate Delegate to the Association's House of Delegates  
294 in accordance with the Association's Bylaws in each even number year.

295 The candidates for election to this office may not be from the same chapter as the  
296 then incumbent Alternate Delegate.

297 *Section B - Duties*

298 The duties of the Delegates shall be as specified in the Bylaws of the Association.

299 *Section C - Term of Office*

300 The candidate elected to the office of Alternate Delegate shall serve for a term of four  
301 (4) years, the first two (2) of which will be served as Alternate Delegate, and the  
302 remaining two (2) years as Delegate.

303 *Section D – Succession*

304 No person may serve more than two successive terms in the House of Delegates.

305 *Section F - Vacancies in Office*

306 In the event of a vacancy in the office of Delegate, the Alternate Delegate shall  
307 become Delegate to serve the unexpired portion of the Delegate's term, and shall then  
308 serve his/her own, the successive term, as Delegate.

309 In the event of a vacancy in the office of Alternate Delegate, an election shall be held  
310 to fill the vacancy. Candidates for this election may not be from the same chapter as  
311 the then incumbent Delegate.

312

313 **Article X - Committees**

314 *Section A - Standing Committees*

315 The chairpersons and the President, subject to an approving vote of the Board of  
316 Directors, shall appoint members of the following standing committees to serve for a  
317 term of one (1) year except as specified in Article XI Section A subsection 3 of these  
318 Bylaws.

319 Budget and Audit

320 Bylaws

321 Chapter Chairpersons

322 Education

323 Elections

324 Legislative

325 Membership

326 Nominations

327 Program

328 Public Relations

329 Publications

330 Strategic Planning

331 Student

332 *Section B - Special Committees and Other Appointments*

333 Special committees or personnel may be appointed by the President as the business of  
334 the Society requires, subject to an approving vote of the Board of Directors.

335 *Section C - Removal of a Committee Chairperson*

336 Involuntary removal of a committee chairperson requires a two-thirds (2/3)  
337 approving vote of the Board of Directors.

338

339 **Article XI - Duties of Committees**

340 *Section A- Duties and Composition of Committees*

341 *Budget and Audit Committee*

342 This committee shall be composed exclusively of members of the Board of Directors.

343 This committee shall submit a proposed annual budget to the Board of Directors at  
344 the second quarter meeting of that body. The Board's approved budget, with  
345 revisions, shall then be presented in writing to the general membership.

346 This committee shall verify that the Society's officers and committee chairpersons not  
347 exceed the budget in any category without the consent of the Budget and Audit  
348 Committee and an approving vote of two-thirds (2/3) of the Board of Directors.

349 *Bylaws Committee*

350 This committee shall consist of a Chairperson and at least four (4) additional members  
351 from the Board of Directors.

352 This committee shall receive proposed amendments to these Bylaws from members of  
353 the Board of Directors and shall edit such amendments prior to their submission to  
354 the Board of Directors.

355 This committee will provide to the Board of Directors interpretation and  
356 recommendations on Bylaws questions.

357 *Chapter Chairpersons' Committee*

358 This committee shall be composed of all incumbent Chapter Chairpersons of the  
359 Society.

360 The Chairperson of this committee will be elected from the membership of the  
361 committee.

362 *Education Committee*

363 This committee shall consist of a Chairperson and not less than four (4) additional  
364 members.

365 This committee shall assist in designing and planning the educational activities for the  
366 Society and the Chapters.

367 *Elections Committee*

368 This committee shall consist of a Chairperson and not less than four (4) additional  
369 members. Candidates listed on the Election Committee's ballot may not be members  
370 of this committee.

371 This committee shall prepare, distribute, receive, verify and count ballots for all  
372 elections or actions requiring a general membership vote for approval.

373 *Legislative Committee*

374 This committee shall consist of a Chairperson and at least six (6) members.

375 This committee shall review proposed legislature that impacts the field of respiratory  
376 care.377 This committee shall provide the Board of Directors with interpretation and  
378 recommendations on legislative activity.379 *Membership Committee*

380 This committee shall consist of a Chairperson and at least six (6) members.

381 This committee is responsible for membership services and recruitment.

382 *Nominations Committee*

383 This committee shall consist of at least one (1) member from each chapter.

384 This committee shall prepare for review by the Board of Directors a slate of  
385 candidates. It will be the responsibility of this committee to place at least one (1)  
386 name per office on the ballot.387 *Program Committee*388 This committee shall consist of a Chairperson and not less than six (6) additional  
389 members.390 This committee shall be responsible for the planning and implementation of the  
391 Society's annual convention.392 *Public Relations Committee*393 This committee shall consist of a Chairperson and at least four (4) additional  
394 members.395 This committee shall maintain such liaison as has been established by the Board of  
396 Directors with other organizations whose activities may be of interest to the members  
397 of this Society. This shall include the preparation of exhibits, programs and other  
398 items to bring the message of Respiratory Care and the Association to the medical,  
399 nursing and hospital groups, as well as educational facilities where use of such  
400 material can be expected to recruit new people to the field of Respiratory Care.

401

402

403 *Publications Committee*404 This committee shall consist of a Chairperson and not less than four (4) additional  
405 members.

406 This committee shall concern itself with the execution of a Society newsletter and all  
407 other publications of the Society with the public, hospitals and other organizations  
408 through dissemination of information concerning Respiratory Care.

409 *Strategic Planning Committee*

410 This committee shall consist of a Chairperson and at least three (3) members.

411 This committee will formulate five-year strategic plans for the Society, to be  
412 submitted annually.

413 *Student Committee*

414 This committee shall ideally consist of one (1) primary and one (1) alternate  
415 representative from each Respiratory Care educational program in the State and an  
416 active member of the Society who will function as a liaison to the Board of Directors.

417 The purpose of the committee is to actively integrate students into the Society's  
418 systems and committees in order to establish knowledge of the Society and express  
419 concerns of the student population.

420

421 **Article XII - Chapter Organization**

422 *Section A - Boundaries of Chapters*

423 The boundaries of each chapter shall be prescribed by the Board of Directors. (Refer  
424 to Article III, Section A.)

425 *Section B - Organization*

426 The internal organization, except where in conflict with these Bylaws, shall not be  
427 the concern of this document

428 *Section C - Officers and Chapter Representation*

429 Each chapter shall be represented on the Board of Directors by the Chapter  
430 Chairperson and by one additional member regardless of the number of chapter  
431 constituents.

432 Membership in a chapter shall be determined by the member's mailing address.

433 The membership rolls as of March of each year shall determine the appointment of  
434 the Board of Directors.

435 Only active members of the Association in good standing within a chapter ~~and~~ may  
436 be nominated and elected by members of the chapter to represent them on the Board  
437 of Directors. Practicing members must be licensed by the IDFPR. Non-practicing  
438 members may have inactive or non-renewed status with the IDFPR.

439 An active member may opt to transfer his chapter affiliation to a chapter other than  
440 the one that has been designated by his/her mailing address.

441 An active member who wishes to transfer chapter affiliation must make a written  
442 declaration to the Society's Membership Committee in January of each year.

443 The member's letter of declaration must contain:

444 The chapter s/he is currently assigned through his/her mailing address  
445 The chapter to which s/he wants to transfer

446 The Membership Committee will confirm in writing the new chapter affiliation to  
447 the member, the chairperson of the old chapter and the chairperson of the new  
448 chapter.

449 Transfer of chapter affiliations must be renewed in January of each year.

450 Transfer members will have all rights and privileges of a regular chapter member.



451 The chapters' representatives to the Board of Directors shall be elected no less than  
452 thirty (30) days prior to the annual business meeting and shall take office at the first  
453 quarter meeting.

454 Vacancies shall be filled by appointment of the chapter chairperson subject to an  
455 approving vote by the chapter's active membership at their next regular meeting.  
456 Individuals nominated but not elected to the Board of Directors in the previous  
457 election shall have first consideration in appointment.

458 Chapter representatives to the Board of Directors will serve a term of two (2) years  
459 and may succeed themselves indefinitely.

460 A seat may be declared vacant by a simple majority of the chapter membership  
461 present at any regular business meeting.

462 If a member's mailing address is outside of Illinois, the member should select the  
463 chapter to which s/he wishes to belong. If no selection is made, the chapter affiliation  
464 will be selected by the membership committee, using a procedure approved by the  
465 Board of Directors.

466 Each chapter will be represented on the Executive Committee of the Board of  
467 Directors by one (1) chapter chairperson.

468 Only the active members of the Association in good standing within the chapter may  
469 be nominated and elected by the members of the chapter to the office of Chapter  
470 Chairperson. Practicing members must be licensed by the IDFPR. Non-practicing  
471 members may have inactive or non-renewed status with the IDFPR.  
472

473 The Chapter Chairperson shall be elected no less than thirty (30) days prior to the  
474 annual business meeting

475 A committee of the Chapter Representatives will appoint a Chapter Chairperson in  
476 the event of a vacancy, subject to an approving vote by the chapter membership at  
477 their next regular business meeting.

478 The Chapter Chairperson will serve a term of two (2) years and may succeed him/her  
479 indefinitely.

480 The office may be declared vacant by a simple majority of the active members of the  
481 Association within the chapter at a regular business meeting.

482

483 *Section D – Activities*

484 Each chapter organization shall be encouraged to expand the membership of the  
485 chapter and to develop educational activities and such other activities as is consistent  
486 with the Articles of Incorporation and these Bylaws.

487 *Section E - Chapter Admission Requirements*

488 A chapter will be bounded by county lines.

489 There will be six chapters within the state.

490 Chapters must have a minimum of fifty (50) active members from one (1) or more  
491 adjacent counties; a new chapter of the Society may be organized by written petition  
492 of no less than fifty (50) active members in a given geographical area.

493 The petition will then be presented to the Board of Directors for review and shall  
494 consist of a list of memberships, officers, minutes of the organizational meeting,  
495 chapter Standing Rules and geographical locations (by counties).

496 Approval of the petition will be granted by a two-thirds (2/3) vote of the assembled  
497 Board of Directors.

498 *Section F - Correspondence*

499 A copy of the minutes of the governing body and business meetings of the chapter  
500 shall be sent to the Society's office.

501 The names and addresses of chapter officers shall be sent to the Society's office.

502

503 **Article XIII - Board of Medical Advisors (BOMA)**

504 *Section A – Composition*

505 The Society shall have four (4) Medical Advisors. Candidates for Medical Advisor  
506 must be physicians who have an identifiable role in clinical, organizational,  
507 educational or investigational Respiratory Care.

508 *Section B - Term of Office*

509 Each member shall serve for a term of four (4) years, two members to be elected each  
510 even numbered year by active members of the Association within the Society. The  
511 term of office shall commence immediately following the annual business meeting of  
512 the Society.

513 *Section C - Duties*

514 The Board of Directors and all committees shall consult the BOMA in regard to all  
515 matters of medical policy. The BOMA shall assist the appropriate committees or  
516 chapters regarding educational programs and publications. The Chairperson of the  
517 BOMA or his/her delegate shall attend all regular meetings of the Board of Directors  
518 and shall have privilege of voice but not vote.

519 The Chairperson of the Society's BOMA shall submit in writing the names of all its  
520 members to the Association's BOMA for approval.

521 The Chairperson or his/her delegate shall report all activities to the Board of Directors  
522 of the Society at its regular meetings.

523 Charges to the BOMA shall be made from the Board of Directors of the Society.

524 The BOMA shall elect their own officers and be responsible for such organizational  
525 policies as they may otherwise require.

526 Funds that may be required for the BOMA activities should be budgeted within the  
527 Executive Committee's budget request.

528 *Section D - Vacancies*

529 Any vacancy that occurs on the BOMA shall be filled by appointment of the  
530 President of the Society and ratified by the Board of Directors at their next regularly  
531 scheduled meeting.

532 The appointed member will fulfill the remainder of the unexpired term.

533 The term of office of a Medical Advisor may be terminated at any time by a two-  
534 thirds (2/3) vote of the Board of Directors. Notification of this action shall be  
535 submitted to the Medical Advisor and the Chairperson of the Society's BOMA.

536 *Section E – Meetings*

537 An annual meeting of the BOMA shall be held at the time and place of the annual  
538 business meeting of the Society, and other meetings shall be held at such times and  
539 places as shall be determined by the BOMA.

540

541 **Article XIV - Fiscal Policy**542 *Section A - Fiscal Year*

543 The fiscal year of the Society shall be from January 1st through December 31st.

544 *Section B- Fiscal Activities*

545 All fiscal activities shall be in accordance with the Society's Standing Rules.

546 **Article XV - Dues and Assessments**547 *Section A - Payment of Dues*548 Each member of the Society shall pay annual dues in such amounts and in such  
549 manner as may be established on an annual basis by the Board of Directors,550 *Section B - Association Members*

551 Society dues shall be considered paid in full upon payment of the Association's dues.

552 *Section C – Assessments*

553 The Society shall have the right to assess the membership.

554 **Article XVI – Ethics**555 If the conduct of any Society member shall appear to be in willful violation of the  
556 Bylaws or Standing Rules of this Society or prejudicial to this Society's interests as  
557 defined in the Association's Code of Ethics, the matter will be referred to the  
558 Association's Judicial Committee and/or the Society's Board of Directors as  
559 determined by membership designation.560 **Article XVII - Parliamentary Procedure**561 *Section A - Parliamentarian*562 The Delegate of the Society will serve as Parliamentarian of the Board of Directors  
563 during his/her term.564 *Section B – Procedure*565 The rules contained in Robert's Rules of Order (Revised) shall govern whenever they  
566 are not in conflict with the Bylaws of the Society or the Association567 **Article XVIII - Amendments**568 *Section A Ratification*569 These Bylaws may be amended at any regular meeting of the Society with provisions  
570 for absentee ballot or by vote of the Society by a two-thirds (2/3) majority of those  
571 voting, provided the proposed amendment has received an approving vote of two-  
572 thirds (2/3) of the assembled Board of Directors and has been presented to the  
573 membership in writing not less than sixty (60) days prior to the vote.

574 **Article XIX - Intent**

575 No provisions of the Bylaws of the Illinois Society for Respiratory Care shall be  
576 interpreted to conflict with the provisions of the Bylaws of the Association.  
577 Notwithstanding provisions of Article XVIII, these Bylaws may be amended by the  
578 Board of Directors at any time they are found to be in conflict with the Bylaws of the  
579 Association. They may also be amended by the Board when a correction for clarity,  
580 conformity or simple name change is deemed necessary by the Board.