

MONTANA GERONTOLOGY SOCIETY BY LAWS

ARTICLE I. NAME

The name of this corporation shall be the Montana Gerontology Society.

ARTICLE II. PURPOSES

The purpose of the Montana Gerontology Society shall be to promote advances in the field of aging and professional development, as well as public education and advocacy. Therefore, the Society's objectives shall be:

- to stimulate communication and encourage networking between persons in aging service programs,
- to develop short-term training programs for professionals, paraprofessionals, and the general public in the field of aging,
- to present an annual conference and membership meeting to aid in the accomplishment of the Society's purposes.

ARTICLE III. MEMBERSHIP

Section 1. Eligibility.

Membership in the Montana Gerontology Society will be extended to any person who holds interest in furthering the purposes of the Society, as stated in the By Laws.

Section 2. Membership.

An individual who has met membership requirements qualifies as a Full Member.

Section 3. Voting.

Each Full Member shall be allowed to cast one (1) vote on all issues brought before the general membership.

Section 4. Membership Year.

The membership year of the Montana Gerontology Society shall be from January 1 to December 31 of each year.

Section 5. Fiscal Year.

The fiscal year of the Montana Gerontology Society for accounting purposes shall be from January 1 to December 31.

ARTICLE IV. BOARD OF DIRECTORS

Section 1. Powers.

The Board of Directors, hereafter referred to as the Board, shall have the power to establish policies and regulations for the management and operation of the Montana Gerontology Society. The Board shall be subject to the resolutions and orders of the membership.

Section 2. Number.

The Board shall consist of twelve (12) members: President, President Elect, Immediate Past President, Secretary, Treasurer, one representative from each of the four (4) membership categories and three (3) At Large. The four (4) membership and three (3) At Large categories are:

Membership:

- 1) Senior Representative - person 55 years of age or older;
- 2) Student Representative - student attending a college or university;
- 3) Provider Representative - individual or practitioner providing services to older adults;
- 4) Education Representative - member of faculty or administration at a college or university.

At Large:

Membership –
Public Relations –
Communications –

Section 3. Election.

New Board Members are to be selected by the Board of Directors prior to and announced at the annual meeting with terms of office to commence at adjournment of the annual meeting.

Section 4. Eligibility of Member Running for President Elect.

To run for the office of President Elect, a member must be a current member of MGS.

Section 5. Terms of Office.

The members of the Board shall be elected as follows:

- 1) Annually: The President Elect shall be elected each year and then shall serve, successively, one (1) year terms as President and

Immediate Past President. The Student Representative shall be elected for a one (1) year term.

2) Odd Years: The Secretary, Provider Representative, Education Representative, and one (1) At Large position will be elected for two (2) year terms.

3) Even Years: The Treasurer, Senior Representative, and two (2) At Large positions will be elected for two (2) year terms.

Members of the Board shall be limited to serving no more than six (6) consecutive years without an intervening year of non-Board membership.

Section 6. Vacancy.

In the event a Board member resigns, or the position would otherwise become vacant, the President shall appoint a member of the organization to fill the term and must be voted in by a majority of the Board. That person shall complete the remainder of the term. In the event that any presidential office becomes vacant the line of succession is as follows: The President Elect would assume the position of the President; a new President-Elect would be appointed from among the members of the Board and voted in by a majority of the Board. That person shall complete the remainder of the term of office.

Section 7. Meetings.

The Board shall meet regularly and upon the call of the President or upon written request of five (5) Directors to transact the general business of the membership in the interim between annual meetings.

Section 8. Quorum.

Fifty (50) per cent of active board members shall constitute a quorum, and when a quorum exists, the agreement of a majority of the Directors present shall be required for all actions of the Board. The President will announce what constitutes a quorum before any board meeting.

Section 9. Attendance.

Members of the Board who have missed two (2) consecutive Board meetings shall be approached by the President regarding their commitment to completing the term of office. Members of the Board who have missed three (3) consecutive Board meetings shall be replaced by Presidential appointment at the discretion of the President.

ARTICLE V. OFFICERS

Section 1. Number.

The officers of the Montana Gerontology Society shall be the President, President Elect, Immediate Past President, Secretary, and Treasurer.

Section 2. Duties.

The duties of the officers shall be as follows:

- 1) President The president shall:
 - a. preside at all meetings and will be an ex-officio member of all committees except the committee on Nominations;
 - b. appoint all adhoc committees subject to the approval of the Board;
 - c. appoint a Board member to chair each Standing Committee;
 - d. appoint a board member to fill any vacant officer's position as stipulated in Article IV, section 6;
 - e. appoint active members of the society to fill vacant board positions as stipulated in Article IV, section 6.
- 2) President Elect. The President Elect shall:
 - a. perform the duties of the President in the absence of the President;
 - b. perform all other duties that may be assigned by the President;
 - c. assume the office of the President should the President resign, or the position otherwise becomes vacant.
- 3) Immediate Past President. The Immediate Past President shall:
 - a. act in advisory capacity to the President and President Elect;
 - b. perform duties as assigned by the President.
- 4) Secretary. The Secretary shall:
 - a. keep the minutes of the Board meetings and minutes of the general membership meetings;
 - b. conduct all correspondence and perform such other secretarial duties as may arise or as may be requested by the President;
 - c. maintain the archives of the Society.
 - d. Keep an accurate record of the names and addresses of all members

- 5) Treasurer. The Treasurer shall:
 - a. take custody of all monies raised by all activities of the corporation and deposit same in the account of the corporation;
 - b. draw checks or vouchers upon the funds of the corporation for all validated claims;
 - c. pay out no monies without obtaining a receipt;
 - d. keep and maintain adequate books of accounts and records and shall make such reports to the Board and membership as may be required by the Board;

Section 3. Term of Office.

The Officers shall be elected by the Board prior to the Annual Meeting with the terms of office to commence at the adjournment of the Annual Conference and shall serve terms as stated in Article IV, Section 5.

ARTICLE VI. COMMITTEES

Section 1. Membership. Committees.

Membership Committees shall be composed of Full Members of the Montana Gerontology Society.

Section 2. Chairperson.

A Board Member shall be appointed by the President to chair each Standing Committee.

Section 3. Reports.

All committee chairpersons shall submit a written report to the secretary summarizing their committee's activities and recommendations at least two weeks prior to each board meeting. These reports will be disseminated by the secretary to each board member electronically or by whatever means is most appropriate. In addition, all committee chairpersons shall prepare a written report of their committee's work for the past year to be submitted to the general membership at the Annual Meeting.

Section 4. Standing Committees.

There shall be standing and ad hoc committees that may include Membership, Communications, Fundraising, etc. Job Descriptions for those committees will be developed by the Board and changed as needed.

ARTICLE VII. MEETINGS

Section 1. Annual Meeting.

The Montana Gerontology Society shall hold an Annual Meeting in the Spring of each year at a date and time to be determined by the Board and communicated by written notice to the members no less than thirty (30) days prior to the meeting.

Section 2. Other Meetings.

The President may call other meetings of the general membership when approved by the Board.

Section 3. Quorum.

The Full Members present at a meeting shall constitute a quorum.

ARTICLE VIII. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Society in all cases to which they are applicable and in which they are not inconsistent with these By-Laws and any special rules of Order the Society may adopt

ARTICLE IX. AMENDMENTS

These By-Laws may be amended by a favorable vote of two-thirds of the Full Members present and voting on such a proposal at an annual or special meeting of the general membership, provided that a written copy of the proposed amendment(s) has been sent to all Full Members of record at least 15 days in advance of such a meeting.