



DALLAS AORN BYLAWS
Current Iteration: Revised December, 2020

Article I Title

The title of this professional organization is The Association of Operating Room Nurses of Dallas, Inc., (Dallas AORN) hereinafter referred to as the "Chapter".

Article II Purposes

The purposes of this Chapter are

- A. To unite registered professional perioperative nurses for the purpose of promoting the highest professional standards of perioperative nursing practice for the optimal care of the patient before, during and after operative and other invasive procedures.
- B. To provide opportunities for continuous professional development, to include diversified educational activities.
- C. To generate, evaluate, and disseminate scientific evidence to improve professional perioperative practice.
- D. To provide leadership in professional perioperative practice to influence health care delivery.
- E. To cooperate lawfully with other professional associations, health care facilities, universities, industries, technical societies, research organizations, and governmental agencies in matters affecting the foregoing purposes of the Association,
- F. To otherwise lawfully adopt policies and conduct programs for the continuous improvement of professional perioperative practice provided that the policies and programs are consistent with requirements that the Association is not organized for profit and no part of its earnings inure to individuals.

Article III Membership and Dues

Section 1. Membership in the Association is contingent upon membership in AORN and compliance with requirements as specified in these bylaws.

Section 2. Membership is unrestricted by consideration of nationality, race, creed, life-style, color, gender, or age.

Section 3: Categories of membership in this Association are voting and non-voting.

- A. Voting: A registered nurse or a nurse who is retired and whose RN license was in good standing at the time of non-renewal, who supports the mission of AORN.
 - 1. May vote for elected officials.

2. May serve as a delegate to the AORN National Conference. May hold elective office.
 3. May serve on committees.
- B. Non-voting: An individual who is not a registered nurse or nurse who is retired, who provides or provided direct or indirect perioperative services, and who supports the mission of AORN.
1. May serve on committees
 2. May not vote for elected officials or in the House of Delegates.

Section 4: Dues

- A. Annual membership dues in this Association are determined by the AORN National Board of Directors and subject to ratification by the House of Delegates.
- B. Dues shall be paid according to established policy.
- C. Delinquency: Anyone who is not on the official Dallas AORN roster provided by AORN is not considered a chapter member.

Article IV Leadership Council

Section 1: Composition

The Chapter will be governed by a Leadership Council (hereafter referred to as “the Council”) comprised of elected officers and Volunteers

Officers

- A. President:
 1. Serves as the official representative of the Chapter
 2. Presides at all meetings of the Chapter and the Leadership Council.
 3. The presidency represents a two-year term following one year as President-Elect
- B. President-Elect:
 1. Elected by the membership in even-numbered years for a one-year term, followed by a two-year term as President.
 2. Observes and assists the President in preparation for assuming the duties and responsibilities of that office.
 3. Performs the duties of the President in the absence or inability of the President to act.
- C. Treasurer:
 1. Elected by the membership in even-numbered years.
 2. Monitors the fiscal affairs of the Chapter.
 3. Provides reports and interpretation of the Chapter’s financial activities to the membership and the Leadership Council.
- D. Secretary:
 1. Maintains electronic records of the proceedings of all business meetings of the Chapter and the Leadership Council.
 2. Secretarial duties may be assigned to a member of the Council or rotated among members of the Council if no individual is available to assume the role of Secretary.

Volunteers

- A. No fewer than five Chapter members will join the Council
- B. There is no limit to the number of Volunteers on the Council

Section 2: Responsibilities

Under the direction of the President, the Leadership Council will be responsible for all business, continuing education, and social activities of the Chapter.

- A. Council members, including the elected officers of the Chapter, will commit to ensuring the successful implementation of all activities/endeavors voted upon by the Council.
- B. One or more members of the Council will volunteer to chair/manage each project the Council elects to pursue (e.g. continuing education; social activity; community event).
- C. A volunteer must commit to the successful implementation of at least two Chapter activities during the year.
- D. Council members are encouraged to solicit assistance from Chapter members in implementing activities for which they have assumed responsibility.
- E. Volunteers must attend 2/3 of Council meetings.

Section 3: Meetings

- A. The Leadership Council will meet either in person or electronically no fewer than four times each year.
- B. Special meetings of the Leadership Council may be called by the president or upon request of three (3) members of the Council.
- C. A majority of the Leadership Council constitutes a quorum.

Section 3: Removal

A volunteer who does not fulfill a commitment or does not attend the required number of Council meetings can be removed from the Council by the President

Article VI Nominating Committee (NDLC)

Section 1: Committee Composition

- A. The nominating committee consists of at three (3) members. Two (2) members are elected in the even numbered years and one (1) in the odd numbered years, each serving for a term of two (2) years.
- B. Annually, the NC members will select one of their number to chair the Committee.
- C. The President will appoint a member of the Leadership Council to serve as mentor/liason for the Nominating Committee.

Section 2: Responsibilities

- A. Solicits and receives nominations for potential candidates for all elected positions
- B. Verifies potential candidates for voting AORN membership status.
- C. Prepares and presents a slate of candidates to the President.

Article VII Eligibility - Elections -Terms - Vacancies – Removal

Section 1: Eligibility

- A. To be eligible for elective office as a member of the Leadership Council or member of the Nominating Committee, a nominee must currently be a voting member in good standing of the Association and the Chapter.
- B. To be eligible for the office of President-Elect, a nominee must have served at least one (1) year as a

member of the Leadership Council.

- C. With unanimous consent of the members of the Nominating Committee, a member of the Nominating Committee may be listed as a candidate for election on a slate that they have prepared.

Section 2: Elections

- A. The Officers and Nominating Committee shall be elected by ballot, electronic or written, and the results will be announced at the annual meeting.
- B. Plurality elects.
- C. In the event of a tie, choice is by lot.
- D. When only one person is nominated, the candidate can be accepted by acclamation.

Section 3: Term of Office

- A. The President serves a term of one (2) year and shall function in the leadership role until her/his successor has assumed office.
- B. A President-elect is elected in even years and serves in that capacity for one (1) year, then assumes the role of President for two years.
- C. The Secretary is elected in the even years for a term of two (2) years, and shall serve until a successor has assumed office.
- D. The Treasurer is elected in odd years for a term of two (2) years, and serves until a successor has assumed office.
- E. The term of office will begin upon installation at the annual meeting and will end when with the installation of the next duly elected or appointed candidate.
- F. If the officer is filling an unexpired term, expiration date of the term does not change.

Section 4: Vacancies

- A. A vacancy in the office of President is filled by the President Elect.
- B. A vacancy in the office of President-elect is filled by vote of the Leadership Council.
- C. All other vacancies are filled by the Leadership Council from a slate of eligible candidates prepared by the Nominating Committee.
- D. Any member filling a vacancy for an unexpired term of one (1) year or more is deemed to have served one term.

Section 5: Removal

- A. Any elected official, regardless of the manner of election or appointment, may be removed by the Leadership Council upon two-thirds (2/3) affirmative vote whenever, in their judgment, the best interests of the Chapter would be served
- B. A request by the officer or Nominating Committee member for an opportunity to have an unprejudiced hearing to defend against the termination must be granted.

Article VIII Meetings

Section 1: Chapter Meetings

- A. The number of meetings per year, the months in which they are held, and the time and place is

determined by mutual agreement of the Leadership Council and the membership.

- B. A minimum of three educational meetings with contact hours will be held annually. Meetings may be face to face, by webinar, or conference call.
- C. Notice of meetings will be placed on the chapter website. Changes in the schedule of the monthly meetings will be communicated to the membership in a timely fashion.

Section 2: Annual Meeting

The annual meeting is designated as the meeting at which Officers, Leadership Council and Nominating Committee members are elected.

Section 3: Special Meetings

- A. A special Chapter meeting may be called by the President, or by request of a majority of the Leadership Council or by request of a quorum of the membership
- B. The notification shall state the purpose of the special Chapter meeting, the time and place, and no business other than that stated in the notification may be transacted.

Section 4: Quorum

Five percent (5%) of the voting membership, including five (5) members of the Leadership Council, constitutes a quorum for a business meeting of any type.

Article IX Delegates

Section 1: Eligibility

To represent the Chapter as a delegate at the annual AORN Conference, delegates must be voting members.

- A. Delegates may be selected by a method deemed appropriate by the Leadership Council.
- B. Preference for delegate status is given to members of the Leadership Council.
- C. The President and President Elect will automatically represent the chapter as delegates, if possible.

Section 2: Representation

The number of eligible chapter delegates is determined annually by the national Association.

Section 3: Term of Office

Any Chapter member serving as a delegate must agree to participate on the Leadership Council for the following year.

Article X Official Publication

The Leadership Council shall establish and maintain vehicle(s) of communication for the Chapter.

Article XI Parliamentary Authority

Robert's Rules of Order Newly Revised is the parliamentary authority of this Association.

Article XII Fiscal Year

- A. The fiscal year of the Chapter is July 1 through June 30.
- B. The Leadership Council will ensure a biennial audit, or an audit at the end of each Treasurer's term of office.

Article XIII Amendments

- A. Proposed amendments to the bylaws must be posted fifteen (15) days prior to a vote.
- B. Amendments to the bylaws require a two-thirds (2/3) vote of the members voting.
- C. Housekeeping revisions can be made with approval of the Leadership Council.

Article XIII Dissolution

If the Chapter should dissolve, all funds in the treasury will be donated to the TCORN endowed scholarship managed by the AORN Foundation.

Signed this 1st day of January 2021



President-Elect



Treasurer

Revised: January 1, 2021
Revised: December, 2017
Accepted unrevised in 2016
Revised: 2015