

**Bylaws (Revised as of October 2008)**

**North Suburban Speech – Language Association**

**ARTICLE I -- NAME AND PURPOSES**

**Section 1. The name of the organization shall be North Suburban Speech – Language Association (“NSSLA”).**

**Section 2. In recognition of the responsibilities of the Association to the public, the professions and the membership, its purpose shall be to:**

- A.** Encourage scientific study of the processes of speech, language and hearing.
- B.** Promote investigation of disorders of speech, language and hearing.
- C.** Promote the advancement of clinical procedures in the diagnosis and treatment of speech, language and hearing disorders.
- D.** Foster an exchange of information within the membership.
- E.** Foster cooperation among all agencies, both public and private.
- F.** Promote the growth of services for persons with communicative disorders.
- G.** Disseminate information to related professions and the public about communicative disorders.
- H.** Serve as a recognized area group of the Illinois Speech – Language – Hearing Association and meet the established requirements to serve in that capacity.
- I.** Support community efforts related to improving speech and language abilities.

**ARTICLE II -- MEMBERSHIP**

**Section 1. Types of Membership**

**A. Regular Membership**

- 1. All persons who are certified and/or licensed in the area of speech-language pathology or audiology shall be eligible for full rights of membership in the Association.

2. All persons who are completing their clinical fellowship year in speech – language pathology or audiology shall be eligible for membership.

**B. Student Membership** - Full time undergraduate or graduate students in speech/language pathology or audiology shall be eligible for student membership.

**Section 2. Application and Admission to Membership**

**A.** There shall be no discrimination against any member or applicant for membership due to race, religion, creed, color, gender, age, disability, ethnic origin, sexual orientation, marital status, or any other characteristic protected by the laws of the United States or of the State of Illinois.

**B.** A member shall be considered in good standing if that member remains eligible for membership and is current in the payment of all annual fees.

**Section 3. Rights and Duties of Membership**

**A.** The rights and duties of all classifications of membership shall be determined by the Executive Board. All paid/current members shall have the right to vote in Association elections.

**B.** Bylaw changes are voted upon solely by the Executive Board.

**C.** Co-presidents have decision making authority on policies and procedures.

**Section 4. Duration of Membership**

**A.** Payment of Annual Membership Dues constitutes membership for the current year. All rights, privileges, and interests of a member shall cease upon termination of membership.

**B.** Neither membership nor the rights and privileges of membership shall be transferable.

**ARTICLE III -- FISCAL YEAR AND DUES**

**Section 1. Fiscal year**

**A.** The fiscal year shall be August 1 through July 31<sup>st</sup>.

**B.** Revenues shall be managed with fiscal prudence solely for the purposes as described in Article 1.

**Section 2. Dues**

- A. The annual dues for members shall be determined by the Executive Board.
- B. The schedule for dues payment shall be determined by the Executive Board
- C. The Co-Presidents may establish procedures for dues waivers and refund of dues.

#### **ARTICLE IV -- EXECUTIVE BOARD**

**Section 1. Responsibilities.** The group empowered and required to administer the affairs of the Association shall be known as the Executive Board. Actions of the Executive Board shall be reported to the membership at regularly scheduled business meetings or through electronic communication.

**Section 2. Authority.** The governing body of the NSSLA shall be the Executive Board which, subject to limitations by statute and these Bylaws:

- A. shall have sole authority to determine its policies or changes in policies;
- B. shall have discretion in the disbursement of its funds; and
- C. shall resolve all disputes and grievances according to policies established by the Co-Presidents and/or Executive Board, whose decisions shall be final and binding upon all parties.

**Section 3. Qualifications.** Any voting member in good standing is eligible to become an Executive Board member.

**Section 4. Officers.** The Executive Board shall consist of the following voting members:

- A. **Co-Presidents:** the Co-Presidents shall be the chief executive officers of the Association. The Co-Presidents shall be elected for a term of (2) years. There are no term limits.
- B. **Advisory Directors:** the Past Co-President is the immediate past president of the Association. The Past Co-President shall serve for a term of one (1) year as Advisory Director.
- C. **Secretary:** the Secretary shall be the Association officer appointed to maintain the records of the business meetings of the Association and Executive Board. The Secretary shall serve for a minimum of one (1) year. There are no term limits.

- D. Treasurer:** the Treasurer shall be the Association officer appointed to oversee the ongoing business matters of the Association and to maintain necessary financial records. Financial records will be lawfully maintained. The Treasurer shall serve for a minimum of two (2) years. There are no term limits
- E. Representative Councilors:** the Representatives to the Illinois Speech-Language-Hearing Association Representative Council shall be a channel of communication between the Association and ISHA and between the Association and other recognized area groups. Each Representative shall serve for a minimum term of two (2) years. There are no term limits.
- F. Committee Chairs:** Any committee heads are on the Executive Board.

**Section 5. Executive Board Duties**

- A.** Committee Heads shall have responsibility to prepare a report to the Executive Board as requested by the Co-Presidents.
- B.** Co-Presidents shall provide committee chairs with job descriptions that specify additional duties.

**Section 6. Nominations and Elections**

- A.** Nomination of Candidates for Office
  - 1. From the general membership, nominees for Co-President shall be selected and presented to the Executive Board in accordance with the policies and procedures outlined for this committee.
  - 2. The slate of nominees shall be presented to the membership through an Association mailing at least fourteen (14) days prior to the election.
  - 3. A written or oral statement expressing a willingness to perform the duties of the office shall be available from the nominee.
- B.** Election
  - 1. Election shall be by secret ballot of those members present at the last membership meeting of the fiscal year.
  - 2. Election shall require a plurality of the votes cast.
  - 3. The Treasurer shall serve as the Teller to count and verify the results of the election.
  - 4. Election results shall be posted via email to the membership.

- Section 7. Term of Office.** All elected officers shall begin their term of office on the first day of the fiscal year.
- Section 8. Resignation.** Any Executive Board member may resign at any time by providing written or verbal notice to the Executive Board. Such resignation will take effect at the time specified in the future, or if no time specified, at the time such resignation is received by the Executive Board.
- Section 9. Conduct of Executive Board**
- A. Frequency: At least one Executive Board meeting is held annually.
  - B. Presiding Officer. At least one Co-President shall preside at all meetings.
  - C. Rules of Order: a simple majority of those present at an Executive Board meeting shall be sufficient for decision making.

#### **ARTICLE V -- COMMITTEES**

- Section 1. Standing Committees.** Standing Committees are those committees assigned to perform the ongoing operations of the Association and shall report to the Executive Board.
- Section 2. Ad Hoc Committees.** From time to time as deemed necessary for managing a specific task that concurs with the purposes of NSSLA as listed in Article I, appointment of Ad Hoc Committees and chairpersons may be made from among the membership.

#### **ARTICLE VI -- PRESENTATIONS/WORKSHOPS AND MEETINGS OF THE ASSOCIATION**

Meeting Schedule:

- Section 1.** A minimum of five (5) meetings shall be held during each fiscal year..
- Section 2.** A simple majority of those present and voting shall be required to transact business
- Section 3. CEU Agenda** – Each association meeting shall offer an ASHA/ISHA approved CEU program.

## **ARTICLE VII -- AMENDMENTS AND REVIEW OF BYLAWS**

- A. Proposed Amendments.** Amendments to these bylaws may be proposed by the Executive Board or general membership.
- B. Amending Procedures:** Amendments to the Bylaws are determined by the Executive Board.

**Section 2. Bylaws:** Are available to the general membership upon request to the Co-Presidents.

## **ARTICLE VIII -- DISCRIMINATION**

NSSLA recognizes discrimination on the basis of race, religion, creed, color, gender, age, disability, ethnic origin, sexual orientation, or marital status to be inconsistent with its goals, purposes, and policies and with the professional and ethical responsibilities of its Members, Board Committees and Officers. All program and activities of the Association shall be carried out in such a manner as to be consistent with, not in adherence to, this policy.

## **ARTICLE IX -- DISSOLUTION**

In the event that the NSSLA should disband or cease to exist for any reason, any cash or other assets that may be held by said Association shall be donated in the name of the Association as the Executive Board shall so designate.

## **ARTICLE X -- DISCLAIMER**

NSSLA is not responsible for the professional practices of any members or attendees as our meetings are solely informational workshops, not certified educational or training programs.