

## BYLAWS OF THE ALASKA PHYSICAL THERAPY ASSOCIATION, INC.

### Article I. Name **and Relationship to the American Physical Therapy Association**

Section 1: The Alaska Chapter of the American Physical Therapy Association, Inc., **also known as APTA Alaska**, hereinafter referred to as the Chapter, shall be a Chapter of the American Physical Therapy Association, hereinafter referred to as the Association.

Section 2: The geographical jurisdiction of the Chapter shall coincide with the boundaries of Alaska.

### Article II. Object

The object of the Chapter shall be the object of the Association as stated in the Association bylaws.

### Article III. Functions

The functions of the Chapter shall be the same as the functions of the Association **as stated in the Association bylaws** ~~established in its Bylaws.~~

### Article IV. Membership

#### Section 1: Categories and Qualifications of Members

The Chapter membership categories and qualifications for Physical Therapist, Retired Physical Therapist, Life Physical Therapist, Student Physical Therapist, Physical Therapist Assistant, Retired Physical Therapist Assistant, Life Physical Therapist Assistant and Student Physical Therapist Assistant shall be the same as those of the Association.

In addition, the Chapter shall maintain a single Corresponding Member category and a single Corresponding Student Member category with rights and privileges as stated in the Association bylaws.

#### Section 2: Rights and Privileges of Members

The rights and privileges of the Chapter's members shall be identical to those established in the Association bylaws.

Physical Therapist Assistant, Retired Physical Therapist Assistant and Life Physical Therapist shall have one (1) vote at the Chapter level.

#### Section 3: Admission to Membership

Admission to Chapter membership is by assignment by the Association's Board of Directors.

#### Section 4: Good Standing

An individual member is in good standing within the meaning of these bylaws if the member is in good standing in the Association.

#### Section 5: Disciplinary Action

- A. Any member of the Chapter who is suspended by the Association shall have his or her membership privileges suspended in the Chapter. Any member who is expelled from membership in the Association shall be expelled from Chapter membership.

- B. Complaints to the effect that a member has violated the ethical principles of standards of the Association shall be processed in accordance with the Association's Procedural Document on Disciplinary Action.

#### Section 6: Reinstatement

Individuals shall be reinstated to Chapter membership in accordance with the Association's Standing Rules. The Chapter may not charge a reinstatement fee.

#### Article V. Districts and Special Interest Groups

At present, the Chapter does not have Districts or Specials Interest Groups. The Chapter may create Districts or Special Interest Groups within its territorial jurisdiction, which shall operate under bylaws or rules of order that shall not be inconsistent with Chapter or Association bylaws and that shall be approved by the Chapter **Board of Directors** ~~Executive Committee~~.

#### Section 1: Districts

##### A. A District Shall:

1. Operate under bylaws or rules of order that shall not be inconsistent with Chapter or Association bylaws and that shall be approved by the Chapter Board of Directors.
2. Not establish dues.
3. Not levy special assessments that carry punitive action or loss of good standing.

- B. A District of the Chapter may be established and/or dissolved in accordance with the rules and conditions specified by the Chapter's Board of Directors.

#### Section 2: Special Interest Groups

##### A. Purpose

Members of a Special Interest Group may meet, confer, and promote their interests.

##### B. Formation

1. A Special Interest Group may be formed on demonstration of interest with a statement of purpose and through written petition signed by at least five (5) percent of the Chapter membership, recommendation by the Chapter Board of Directors, and approval by a majority vote of the quorum present at a regular Chapter meeting.
2. Each group shall operate under bylaws or rules of order that shall not be inconsistent with Chapter or Association bylaws and that shall be approved by the Chapter Board of Directors.
3. These bylaws or rules shall be submitted to the Chapter Board of Directors for action and must be acted upon at the first Chapter Board of Directors meeting following receipt. If the Chapter Board of Directors does not approve such bylaws or rules, the affected group may appeal to the membership of the Chapter at the next meeting. The Chapter Board of Directors must act on the matter as instructed by the Chapter membership.
4. A Special Interest Group of the Chapter may be established and/or dissolved in accordance with the rules and conditions specified by the Chapter's Board of Directors.
5. A Special Interest Group shall not establish dues or levy special assessments that

carry punitive action or loss of good standing.

### Section 3: Limitations

Districts and Special Interest Groups are subject to the following limitations:

- A. Bylaws and policies of the Association and the Chapter.
- B. No District or Special Interest Group shall profess or imply that it speaks for or represents the Chapter or members other than those currently holding membership in the District or Special Interest Group unless authorized by the Chapter's Board of Directors.

### Article VI. General Membership Meetings

#### Section 1: Regular and Annual Meetings

**All meetings of members, whether regular, annual or special, shall be held at such location, whether within or without the State of Alaska, as the Board of Directors from time to time shall determine.**

The Chapter shall hold an annual meeting of the Chapter membership in the ~~fall~~ **month of October of each year or on such other day as the Board of Directors shall designate, and at such time as may be designated by the Board of Directors** for the conduct of business, with attendance limited to Chapter members and invited guests approved by the Chapter ~~officers~~ **Board of Directors**.

A minimum of four (4) regular meetings shall be held during the fiscal year. ~~Notice shall be provided to members at least 30 days prior to the meeting.~~

**Regular, Annual and Special meetings may be held via electronic means to facilitate the work of the Chapter.**

Chapter ~~business~~-Meeting Minutes shall be submitted to ~~the~~ Association ~~headquarters~~ within forty-five (45) days following a meeting.

#### Section 2: Special Meetings

Special meetings for a specific purpose may be called by the ~~Executive Committee~~ **President, Board of Directors** or any twenty-five (25) members, provided that **not less than ten (10) nor more than fifty (50) days**-notice is given to all members. Attendance is limited to Chapter members and invited guests approved by the Chapter ~~officers~~ **Board of Directors**.

#### Section 3: Notice of Meeting Requirements

**Written notice stating the place, day and hour of each regular, annual and special Chapter ~~business meeting and, in case of a special meeting, the purpose or purposes for which the~~ meeting called by the Chapter Board of Directors or membership shall be sent electronically or by postal mail to members entitled to vote at least ~~thirty (30) days~~ **not less than ten (10) nor more than fifty (50) days** prior to the meeting. **If mailed, the notice shall be considered to be delivered when deposited in the United States mail addressed to the member at the member's address as it appears on the records of the corporation, with postage prepaid. If sent electronically, the notice shall be considered to be delivered when sent to the most current email address of the member as it appears on the records of the corporation.****

#### Section 4: Quorum

~~A quorum for the transaction of business at any regular or special meeting shall consist of twice the number of members serving on the Executive Committee plus one. At least one officer must be present.~~

**A minimum of ten (10) percent of voting members shall constitute a quorum, provided at least one Chapter Officer is present. A quorum is required for all business presented to the membership for action.**

Section 5: Minutes

~~All meeting minutes shall be submitted to the Association within forty-five (45) days after the date of the meeting.~~

Section 5 6: **Electronic Voting**

~~A. A majority of the Executive Committee may determine that the Chapter members be polled electronically or by mail on issues other than the annual election. At least 10% of the ballots of eligible members must be returned to validate the vote.~~

Except where otherwise stated in these Bylaws, the Chapter Board of Directors may determine the need for an electronic vote. When electronic voting is used, a minimum return of **ten (10)** percent of the ballots of eligible members must be returned to validate the vote. If electronic voting is to be used, members shall be notified by electronic means at least thirty (30) days prior to the announced deadline for voting.

## **Article VII. Officers, Board of Directors**

### **Section 1: Composition and Terms**

- A. The Officers of the Chapter shall ~~consist of~~ be the President, Vice President, Secretary, Treasurer, PTA Caucus Representative and Chief Delegate.**
- B. The number of directors which shall constitute the whole Board shall be six (6) until the number is changed by amendment of these Bylaws.**
- C. The Board of Directors shall consist of the President, Vice President, Secretary, Treasurer, Chief Delegate, PTA Caucus Representative.**
- D. The President, Vice President, Secretary, Treasurer and PTA Caucus Representative shall be elected for a term of two (2) years and the Chief Delegate shall be elected for a term of three (3) years, or until the election and installation of the successor.**
- E. Members of the Board of Directors shall assume office on January 1 following the election. No member shall serve more than three (3) complete consecutive terms in the same office. Exception: When no other individual desires to be nominated for an office, the incumbent may serve one (1) additional term.**

### **Section 2: Vacancies and Removal**

- A. If, before the expiration of the term for which he or she was elected, the President dies, resigns, is removed by the affirmative vote of the Board of Directors, fails to serve, or becomes disqualified, the Vice President shall succeed to the Presidency for the unexpired portion of the term.**
- B. All other vacancies created by death, resignation, removal by the affirmative vote of the Board of Directors, failure to serve, or disqualification of other officers, shall be filled by the affirmative vote of a majority of the remaining Directors, unless the vacancy occurs during the first year of the term when a special election will be held electronically.**

### Section 3: Qualifications

- A. Only such members of the Chapter as are provided for in the Association Bylaws, Article IV, Section 2, Subparagraph B.(3).b, who have been members in good standing for a period of at least two (2) years immediately preceding their election, and who have consented to serve, shall be eligible for election to office.
- B. Physical Therapist Assistants and Life Physical Therapist Assistants may hold office subject to the limitations specified in the Association Bylaws, Article V, Section 4, Subparagraph C.
- C. Only Physical Therapist, Life Physical Therapists, or Retired Physical Therapist members may be President, Vice President, Chief Delegate and President-Elect.
- D. Only Physical Therapist Assistant, Life Physical Therapist Assistant, or retired Physical Therapist Assistant members may be the PTA Caucus Representative.

### Section 4: Duties

- A. President - The President shall:

- 1. **Preside at all meetings of the Chapter, to include meetings of the Board of Directors and Membership.**
- 2. **Act as a neutral member of the Board of Directors in voting matters and will exercise the right to vote only to resolve or create a tie vote or when the vote is using a secret ballot.**
- 3. Be an ex-officio member of all committees except the Ethics committee and the Nominating Committees.
- 4. Serve as the official spokesperson of the Chapter.
- 5. ~~Assure that board members are fulfilling their duties.~~
- 6. ~~Receive correspondence from the Association and disseminate to appropriate individuals.~~
- 7. Appoint non-elected Chapter committee chairs, **work groups and task forces** and special project coordinators, pending approval by the Chapter Board of Directors.
- 8. ~~Appoint independent accountant as auditor of Chapter financial records.~~
- 9. Serve as a **Chapter Alternate Delegate to the APTA House of Delegates.**
- 10. Oversee the Executive Director.

- B. Vice President - The Vice President shall:

- 1. ~~Assume the duties of the President in the absence or incapacitation of the President.~~
- 1. **Assume the duties of the President in his or her absence and may have other responsibilities as designated by the President. In the event of a vacancy in the office of the President, the Vice President shall succeed to the Presidency for the unexpired portion of the term.**
- 2. Serve as coordinator of Chapter **Monthly** meetings.
- 3. ~~and Assist with the production~~ Serve as Editor of the Chapter newsletter.
- 4. Work with the Component Executive **Director** to coordinate conferences and educational programs.

- C. Secretary - The Secretary shall:

- 1. ~~Be responsible for keeping Record the Minutes of the proceedings of the Chapter and the Executive Committee.~~ **Record the Minutes of meetings of the Membership and Board of Directors.**
- 2. **Submit Meeting Minutes to the Executive Director within seven (7) days of the meeting.**

3. Submit Meeting Minutes to the Association within **forty-five** (45) days of the meeting.
- ~~4. Stay knowledgeable in the storage and filing of meeting minutes and correspondence.~~
5. Serve as liaison to the ~~tellers~~ and Finance Committee.
6. Serve as Chair of the Bylaws Committee.

D. Treasurer - The Treasurer shall:

1. Be responsible for reporting ~~in writing to the Chapter~~ on the financial status of the Chapter ~~and to the Executive Board of Directors or Membership on request.~~
2. Work with the Executive Director to prepare and disseminate the annual budget.
3. Work with Executive Director to assure accurate recording of receipts and disbursements for the Chapter.
- ~~4. Authorize payment of all bills for the Chapter following receipt of a properly executed voucher.~~
5. Assure ~~Submit Chapter annual~~ financial statements, tax returns, and audit reports **are submitted** to the Association **annually** ~~when and as directed by APTA Headquarters.~~
6. Serve as Chair of the Finance Committee.

E. Chief Delegate - The Chief Delegate shall:

- 1. Serve as Chairperson of the Chapter Delegation during the year and at meetings of the House of Delegates.**
2. Coordinate activities throughout the year to prepare the Chapter Delegation for the upcoming House of Delegates.
3. Assure that the Chapter has the **apportioned** ~~full number of~~ Delegates to attend each House of Delegates session.
4. Provide leadership to the Chapter Delegation during House events.
- 5. Present to the House of Delegates such matters as instructed by the Chapter membership or Board of Directors.**
6. Prepare ~~and distribute electronic or written~~ a report on Delegate activities for the **Board of Directors** ~~Executive Committee~~ and Chapter Newsletter.
7. Participate in Regional Caucus activities.
8. Identify Chapter members who are qualified to serve in elected office for the Association.

~~F. All Officers shall:~~

- ~~1. Submit any revisions in the policy and procedure manual or Chapter Bylaws to the Secretary annually.~~
- ~~2. Prepare a budget and submit to the Treasurer.~~
- ~~3. Orient their successor to the duties of the office prior to leaving office, including a file of pertinent Chapter materials.~~
- ~~4. Perform other duties as assigned.~~

G. PTA Caucus Representative

1. The qualifications of the PTA Caucus Representative shall be as stated in the Association's Board Policies and Procedures.
2. The Chapter shall notify Association headquarters of the name of the Representative, as required by the Association.
3. Only Physical Therapist Assistant members who have been members in good standing for no fewer than two (2) years immediately preceding the start of the House session may serve as PTA Caucus Representative.

The PTA Caucus Representative shall:

1. **Attend and vote at the annual and special meetings of the PTA Caucus.**
2. **Prepare a summary of action taken by the PTA Caucus for presentation at the next Board of Directors meeting and/or newsletter.**
3. **Report to the Chapter membership at the Chapter meeting immediately following the annual session of the PTA Caucus any action taken during the session of the PTA Caucus.**
4. Present to the PTA Caucus such matters as approved by the **Chapter Board of Directors** ~~executive committee~~ and/or voting body.

#### **Section 5: Duties of the Board of Directors**

##### **A. The Board of Directors shall:**

1. **Carry out the mandates of the Chapter as determined by the membership.**
2. **Assure that the Chapter assumes the obligations and limitations set forth in Article V. in the Association Bylaws.**
3. **Create and appoint special committees and direct the activities of all committees as necessary to fulfill the functions of the Chapter.**
4. **Maintain liaison with the Association and inform all Chapter members of matters pertaining to the welfare of the organization.**
5. **Keep records and files of business transacted for the Chapter and shall make a report at each annual or special meeting.**
6. **Carry out, between meetings of the general Chapter membership, business of the Chapter and determine policy not in conflict with these Bylaws and policies determined by the voting body of the Chapter.**
7. **Approve the annual budget and all expenditures outside of the approved budget.**
8. **Be permitted to conduct meetings of the Board of Directors using telecommunications or other communication technology so long as all the members can simultaneously hear each other and participate during the meeting.**

#### **Section 6: Conduct of Business**

- A. **The Board of Directors shall meet at least four (4) times annually; meetings may occur face to face or electronically.**
- B. **The President may call a special Board of Directors meeting and must call a special meeting on request of three (3) members of the Board.**
- C. **Notice of all meetings shall be given to all members of the Board of Directors no later than three (3) days before the date of the meeting.**
- D. **Three (3) Board Members constitute a quorum.**
- E. **Each member of the Board of Directors shall each have one (1) vote. The President-Elect shall have a voice, but no vote.**
- F. **Board of Directors and Special meetings may be held via electronic means to facilitate the work of the Chapter.**

#### Article VIII. Committees

##### Section 1: Finance Committee

The Finance Committee shall:

- A. Consist of at least three (3) members, one (1) of whom shall be the Treasurer, who shall serve as Chair.
- B. Advise the ~~Executive Committee~~ **Board of Directors** on matters pertaining to the **Chapter's Association's** financial needs, growth, and stability based on periodic review of income and expenditure investments
- C. **Perform** an annual **peer** audit.
- D. Each member, other than the Treasurer, shall serve a term of two (2) years.
- E. At least one (1) member shall be appointed annually.

Section 2: Nominating Committee

The Nominating Committee shall:

- A. Prepare a slate of at least two (2) candidates, if possible, for each position from those consenting to serve. The slate shall be published electronically and distributed to members at least thirty (30) days prior to the election.**
- B. Foster activities that maintain and promote a pool of nominees.**
- C. Submit Chapter recommendations for candidates for Association offices, task forces, and committees.
- D. Be composed of three (3) members elected by the Chapter membership. One (1) member shall be elected annually and shall serve for a term of three (3) years. The senior member shall serve as Chairperson. No member shall be elected to successive terms.**
- ~~E. Be elected by the Chapter and consist of five three (3) members of the Chapter, excluding student and student affiliate members, who have:~~
  - ~~1. Been members in good standing for at least two (2) years immediately preceding their election or appointment, and~~
  - ~~2. Consented to serve.~~
- ~~F. One outgoing member of the Executive Committee shall be appointed of the current to serve as an ex-officio member of the committee.~~
- ~~G. Members shall serve three (3) year terms, or until their successors are elected. One term shall expire each year. No member shall be elected to successive terms.~~
- ~~H. The senior member of the Committee shall serve as Chair.~~
- I. Vacancies on this committee shall be filled by appointment by the Executive Committee **Board of Directors** within **ninety (90) days. The newly appointed Nominating Committee Member of** the and shall serve the unexpired portion of the term.

Section 3: Ethics Committee

The Ethics Committee shall:

- ~~A. Be a three (3) person committee, one person appointed annually by the Executive Committee immediately after the Annual Meeting.~~
- ~~B. The individual with the most seniority on the committee shall serve as Chairperson.~~
- ~~C. Be charged with investigating any ethics complaints accord to the Association's stated procedures.~~

Section 4: Bylaws Committee

- ~~A. Be a three (3) person committee, one of whom will be the Secretary who shall serve as chair.~~
- ~~B. Following the receipt of the official minutes of the APTA House of Delegates, the Committee shall review the Chapter Bylaws and notify the Executive Committee of changes that are necessary to~~



~~bring the Chapter bylaws into compliance with Association bylaws. The Committee may also recommend any changes, which it feels necessary.~~

~~G. Proposed bylaw changes shall be presented to the membership at the annual chapter meeting.~~

#### Section 5: Special Committees

Such other committees, standing or special, may be appointed by the President, with the approval of the **Chapter Board of Directors** ~~Executive Committee~~, as the **Board of Directors** ~~Executive Committee~~ deems necessary to establish in order to carry on the work of the Chapter.

#### Article IX. Delegates to the Association's House of Delegates

##### Section 1: Qualifications

- A. The qualifications of delegates shall be as stated in the Association's bylaws.
- B. Only Physical Therapist members who have been Association members in good standing for two (2) years immediately preceding may serve as Chapter Delegates.**
- C. A Chapter Delegate may not, in the same year, serve as a Section or Assembly Delegate.
- D. The Chapter shall notify Association headquarters of the names of Chapter Delegates as required by the Association and the Standing Rules of the House of Delegates.
- E. The Chapter must be represented in the House of Delegates at least every third year.

##### Section 2: Election and Term

- ~~A. Only Physical Therapist members who have been Association members in good standing in any category of membership for no fewer than two (2) years immediately preceding the start of the House session may serve as Chapter Delegate.~~
- ~~B. PTA Caucus delegates: Only Physical Therapist Assistant members who have been Association members in good standing for no fewer than two (2) years immediately preceding the start of the House session may serve as PTA Caucus Delegates.~~
- C. One (1) Physical Therapist member is elected during the annual Chapter Elections as Chapter Delegate to the House of Delegates of the Association.
- D. No later than the last meeting prior to the annual session of the House of Delegates of the Association, the Chapter shall elect additional number of delegates to which the Chapter is entitled.
- E. The term of office for the Chapter Delegate shall be a maximum of two (2), two (2) year terms, or until a successor is elected.
- F. Eligible Chapter members who will be attending the ~~Association's~~ House of Delegates ~~⊕~~ may be designated Alternate Delegates. If the elected Delegates are unable to fulfill their roles, Alternate Delegates will be seated.

##### Section 3: Duties of Delegates

- A. To participate in the Association's year around governance activities in preparation for the House of Delegates.
- B. To attend and vote at the annual and special meetings of the House of Delegates.
- C. To present to the House of Delegates such matters as are approved by the **Chapter Board of Directors** ~~Executive Committee~~ and/or membership.

#### Article X. ~~Representative to the Physical Therapist Assistant Caucus~~

##### Section 1: Qualifications

- ~~A. The qualifications of the Representative shall be as stated in APTA's Board Policies and Procedures.~~
- ~~B. The Chapter shall notify Association headquarters of the name of the Representative, as required by the Association.~~
- ~~C. Only Physical Therapist Assistant members who have been members in good standing for no fewer than two (2) years immediately preceding the start of the House session may serve as PTA Caucus Representative.~~

Section 2: Election and Term

- ~~A. One Physical Therapist Assistant member shall be elected during the annual Chapter election as PTA Caucus Representative to the House of Delegates of the Association and then serve as a member of the **Chapter Board of Directors** Executive Committee.~~
- ~~B. The term of office for the PTA Caucus Representative shall be two (2) years, or until a successor is elected.~~

Section 3: Duties of the PTA Caucus Representative

- ~~A. To attend and vote at the annual and special meetings of the PTA Caucus.~~
- ~~B. Prepare a summary of action taken by the PTA Caucus for presentation at the next Board of Directors meeting and/or newsletter.~~
- ~~C. Report to the Chapter general membership at the Chapter meeting immediately following the annual session of the PTA Caucus any action taken during the session of the PTA Caucus.~~
- ~~D. Present to the PTA Caucus such matters as approved by the Chapter Board of Directors executive committee and/or voting body.~~

Article XI. Elections

Section 1: Elected Officers and Positions

- A. President-Elect
- B. Vice President
- C. Secretary
- D. Treasurer
- E. Chief Delegate
- F. Other Delegates as Allocated
- G. PTA Caucus Representative
- H. Nominating Committee Member

Section 2: Election Timing

- A. The election will be held electronically and/or by mail following the Annual Meeting of the Chapter. Members who do not have access to electronic voting may request a ~~written~~-mail ballot. Requests must be made no later than two (2) weeks prior to the close of voting.
- B. The Slate **of Candidates shall be published electronically thirty (30) days prior to the Annual Meeting.**
- C. **The Nominating Committee Chair will call for nominations from the floor at the Annual Meeting.**
- D. The final Slate of Candidates shall be made available to all members no later than thirty (30) days prior to the election.
- ~~E. Additional nominations will be accepted on the floor, and the slate will be finalized following the annual meeting.~~

- F. Elections for Treasurer, Delegate **and PTA Caucus Representative** will be held in even numbered years.
- G. Elections for Vice President and Secretary will be held in odd numbered years.
- H. Elections for Chief Delegate will be held every three (3) years.
- ~~I. Elections for Chapter Delegate will be held in even numbered years.~~
- J. The President-Elect shall be elected every two (2) years for a one (1) year term and then succeed to the office of President for a two (2) year term. A sitting president shall be required to be elected as President-Elect prior to the second year of his/her term in order to complete a second or third term.

Section 3: Election Results

- A. In order for an election to be valid, a minimum of **ten (10)** percent of eligible **ballots votes** must be received.
- B. Elections will be decided by a simple majority.
- C. In the case of a tie, a run-off election shall be held between only those candidates who were tied for the open seat. Nominations are not reopened.

Section 4: Report of Elections

- A. The ~~Feller's Report~~ **Election Results** will be made available to membership electronically ~~or in print~~ within ~~30~~ **seven (7)** days of when the election results are finalized.
- B. Official report of results will be sent to **the Association APTA** ~~by component executive~~ within **thirty (30)** days of the finalization of the results.

Article XII. Finance

Section 1: Fiscal Year

The fiscal year of the Chapter shall be the same as that of the ~~American Physical Therapy~~ Association, January 1 through December 31.

Section 2: Limitation on Expenditures.

No officer, employee, or committee shall expend any money not provided in the budget as adopted or spend any money in excess of the budget allotment, except by the order of the Chapter **Board of Directors** ~~Executive Committee~~. The **Board of Directors** ~~Executive Committee~~ shall not commit the Chapter to any financial obligation in excess of its current financial resources.

Section 3: Dues

- A. ~~The dues for each membership class shall be~~ **Chapter dues shall be as follows:**

1. Physical Therapist	\$100
2. Physical Therapist – Post Professional Student	\$50
3. Physical Therapist Assistant	\$50
4. Life Physical Therapist	\$5
5. Life Physical Therapist Assistant	\$5
6. Student Physical Therapist/Student Physical Therapist Assistant	\$10
7. Retired Physical Therapist	\$75
8. Retired Physical Therapist Assistant	\$35
9. Corresponding	\$10

10. Corresponding Student

\$10

- B. Student Physical Therapist and Student Physical Therapist Assistant member dues are for **twelve** (12) months from the time of renewal or join date. As of the last day of the graduation month, the Student Physical Therapist or Student Physical Therapist Assistant member automatically converts to the Physical Therapist or Physical Therapist Assistant member category for the remainder of the **twelve** (12) months of membership. Once the membership remainder expires, these new Physical Therapist and Physical Therapist Assistant members are eligible for one year of membership at **fifty** (50) percent of the Association and chapter dues rate for the Physical Therapist and Physical Therapist Assistant member.
- C. All dues changes approved by the Chapter membership and approved by the Association's Board of Directors before the Association's deadline will become effective on the first of the Association's next fiscal year.
- D. The ~~Executive Committee~~ **Chapter Board of Directors** may offer reduced Chapter dues as an incentive to promote membership.
- E. The ~~Section~~ **Chapter** shall submit ~~Chapter~~ annual financial statements, tax returns, and **an** audit report to the Association when and as directed by APTA Headquarters.

Article XIII. Voluntary Dissolution

The Chapter may dissolve subject to a recommendation to dissolve supported by no less than two-thirds of the members of the Chapter's **Board of Directors** ~~Executive Committee~~ and adopted by two-thirds of the members.

Article XIII~~V~~. Parliamentary Authority

The rules contained in the current edition of *ROBERT'S RULES OF ORDER NEWLY REVISED* shall govern the Chapter in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order adopted by the Chapter.

Article XIV. Amendments

- A. These bylaws may be amended by two-thirds of the votes being cast **in person**, electronically or by mail. Each ballot shall be accompanied by a copy of the proposed changes and supporting statements. At least **ten** (10) percent of the ballots of eligible members must be returned to validate the vote.
- B. **Any member or group of members may propose an amendment to these bylaws, such proposed amendments shall be submitted to the Board of Directors for distribution to the members. The proposed amendments shall be distributed to all voting members of the Chapter thirty (30) days prior to the vote or meeting at which the proposed amendments will be considered.**
- C. If the intent of an amendment is editorial or to bring the Chapter's Bylaws into agreement with those of the Association, the amendment shall be made as required by the Secretary of the Chapter and approved by the **Board of Directors** ~~Executive Committee~~. The Secretary shall notify the Chapter's membership of such amendment.

- D. Amendments to the Chapter's Bylaws become effective upon approval in writing by the Association's Board of Directors. Exception: Changes in Chapter dues which become effective on the first of the Association's fiscal year following approval.

ARTICLE XV ~~XVI~~: Association as Higher Authority

In addition to these Chapter Bylaws, the Chapter is governed by the Association's bylaws and standing rules, and the Association's House of Delegates and Board of Directors policies.

Reviewed and Amended November 2003

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