



## **VALLEY ADVANCED PRACTICE NURSES ASSOCIATION CONSTITUTION AND BY-LAWS**

**ARTICLE I**     **NAME**   The name of this organization shall be called the **Valley Advanced Practice Nurses Association**, hereafter referred to as **“VAPNA”**.

**ARTICLE II**     **PURPOSE AND GOALS**

**Section 1**     **VAPNA** is organized for educational purposes to advance, support and promote the **Advanced Practice Registered Nurses (APRN’s)**.

**Section 2**     The goals of this organization are to:

- (1)** Provide continuing education programs for the APRN
- (2)** Educate the public regarding the role of the APRN
- (3)** Establish channels of communication and cooperation with other groups who share the purpose and vision of VAPNA
- (4)** Act as a resource for APRN’S
- (5)** Provide educational scholarships for APRN students attending local nurse practitioner schools.

**ARTICLE III**    **MEMBERSHIP**

**Section 1**     The membership of VAPNA shall be comprised of Regular and Associate members.

**Section 2**     Regular Membership shall be comprised of Registered Nurses prepared and recognized as Advanced Practice Registered Nurses by the Texas Board of Nursing. Regular members shall pay dues, may vote, hold elected or appointed office and may serve as Committee Chairs.

**Section 3**     Associate Membership shall be open to retired APRN’S, or MSN or Doctoral prepared nurse educators who are interested in fostering the purpose and goals of VAPNA. Associate members shall pay dues but may not vote or serve as Committee Chairs or officers of VAPNA.

**ARTICLE IV**    **DUES**

**Section 1**     Annual dues shall be established with approval by majority vote of regular members at a scheduled meeting.

**Section 2** Dues are paid on an annual basis.

**Section 3** Nurse Practitioners Students shall receive one-year free membership to VAPNA upon completion of their APRN program.

**ARTICLE V OFFICERS**

**Section 1** Elected officers of VAPNA shall be: President, Vice President, Secretary, Treasurer and Public Relations Officer.

To be eligible for election as an officer, the candidate must be recognized as an Advanced Practice Registered Nurse in the State of Texas, must be in good standing by the Texas Board of Nursing and must reside in Texas. The candidate must have been an active and voting member of VAPNA for a minimum of two years and/or served on a VAPNA Committee, Task Force, or Advisory Group within the past two years.

Officers shall serve a term of two years. Members may not serve more than two consecutive terms in the same elected office unless no other candidates become available.

The Executive Committee shall be comprised of all officers and meet as necessary to pursue VAPNA business and activities.

**Section 2** **President** - The President shall provide leadership and preside at all meetings. The President will be a cosigner on all bank accounts. The President shall be elected on **EVEN** numbered years.

**Section 3** **Vice President** - The Vice President shall perform the duties of the President in their absence. The Vice President shall be responsible for meeting site arrangements and educational programs. The Vice President will perform other duties as directed by the President. The Vice President will be elected on **ODD** numbered years.

**Section 4** **Secretary** - The Secretary shall keep minutes of all meetings. The minutes shall be posted on the web site and kept in an organized folder. The Secretary shall maintain all correspondence and perform other duties as directed by the President. The Secretary shall be elected on **ODD** numbered years.

**Section 5** **Treasurer** - The Treasurer shall receive dues and other VAPNA funds, disburse funds for approved expenses and keep an itemized account with all receipts of disbursements. The Treasurer shall give a report at regularly scheduled meetings. The Treasurer shall submit annual dues notice to the membership and maintain an official roster of membership. The Treasurer will submit bank information and tax information to the Executive Committee for an annual audit. The Treasurer shall be elected on **EVEN** numbered years.

**Section 6**      **Public Relations Officer** – The Public Relations Officer shall establish a social presence for the organization utilizing print and electronic media. The Officer shall maintain the website and create marketing and promotional materials promoting the goals of the organization. The Public Relations Officer shall be elected on **EVEN** numbered years.

**Section 7**      **Code of Conduct** – VAPNA officers will act in the best interest of and fulfill their obligations to the organization and its constituents-members. Officers will serve ethically, with integrity, honesty, and fairness. They will conduct themselves in a professional, courteous, and respectful manner.

**ARTICLE VI      ELECTION OF OFFICERS**

**Section 1**      **Nominees for Office** - The Nominating Committee shall be appointed by the President. Their duty is to prepare a slate of eligible candidates to be presented to the membership. Elections shall take place during the first quarter of each year. Elected officers shall be sworn in at the following membership meeting.

**Section 2**      **Ballots** – Ballots shall be distributed to members. Ballots shall be returned by a specified date set by the Nominating Committee. Ballots will be counted by the presiding officers.

**Section 3**      **Notification of Results** – Election results shall be announced at the next scheduled meeting.

**ARTICLE VII      MEETINGS OF THE MEMBERSHIP**

**Section 1**      Upcoming meetings shall be posted on the website. Meetings shall be held on the first Thursday of the month unless otherwise noted.

**Section 2**      All business except that specifically designated in the by-laws shall be decided by a majority vote of regular members at a scheduled meeting. **Quorum** is designated at ten percent of current members.

**Section 3**      Roberts Rules of Order shall govern the conduct of business at all meetings except where superseded by these by-laws.

**ARTICLE VIII      STANDING COMMITTEES**

**Section 1**      Standing committees shall consist of Website, Nominating and Conference Committees. Chairs of each committee shall be appointed by the President who will receive suggestions from the Executive Board and from Membership.

**Section 2**      **Website Committee** shall be responsible for print, electronic and internet sites including Facebook and maintenance of [myvapna.org](http://myvapna.org) with the assistance of designated webmaster.

**Section 3** **Nominating Committee** shall be responsible for securing nominations for office and presenting them to the membership for election.

**Section 4** **Conference Committee** shall be responsible for organizing and evaluating the annual conference and other educational offerings.

**ARTICLE IX DISSOLUTION CLAUSE**

Upon dissolution of this organization, assets shall be distributed to one or more organizations with similar purpose and within rules of the federal tax codes.

**ARTICLE X OPERATION RESTRICTIONS**

Certain activities are prohibited and/or restricted including but not limited to the following:

**Section 1** VAPNA will refrain from participating in political campaigns for candidates.

**Section 2** VAPNA will ensure its assets and earnings do not unjustly enrich board members, officers or other insiders.

**Section 3** VAPNA will not further non-exempt purposes that benefit private interests.

**Section 4** VAPNA will not operate for the primary purpose of conducting a trade or business that is not related to tax exempt purposes.

**Section 5** VAPNA will not engage in activities that are illegal or violate fundamental public policy.

**Section 6** VAPNA will not allow two members from one family to serve on the Board of Directors simultaneously in order to assure no conflict of interest exists.

**ARTICLE XI AFFILIATIONS**

**Section 1** VAPNA may affiliate with other professional organizations that promote the goals and purposes of Advanced Practice Nurses.

**Section 2** Affiliations shall be proposed by VAPNA officers and must be distributed to the membership with a statement of purpose for the proposed affiliation.

**Section 3** Formal affiliations shall require ten percent vote of regular membership.

**ARTICLE XII AMENDMENTS TO THE BY-LAWS**

**Section 1** Revisions and proposed amendments to the by-laws must be submitted to regular membership prior to a scheduled meeting.

**Section 2** By-law revisions and amendments shall be adopted by a ten percent of the regular membership.

THESE BY-LAWS WERE PRESENTED AND APPROVED BY VAPNA MEMBERSHIP ON THIS

\_\_\_\_\_ DAY OF \_\_\_\_\_ YEAR \_\_\_\_\_.

_____	<b>President</b>	<b>Betty Bautista</b>
_____	<b>Vice President</b>	<b>Pamela Lopez</b>
_____	<b>Secretary</b>	<b>Emmanuel Pantoja</b>
_____	<b>Treasurer</b>	<b>Hilda L Solis</b>
_____	<b>Public Relations</b>	<b>(Vacant)</b>

Bylaws amended March 2018