



# Ohio River Valley Chapter of the American Association of Physicists in Medicine

## BY-LAWS OF THE OHIO RIVER VALLEY CHAPTER OF THE AMERICAN ASSOCIATION OF PHYSICISTS IN MEDICINE

April 19, 2010

### Article I Name

The name of this organization shall be the "Ohio River Valley Chapter of the American Association of Physicists in Medicine". (The Ohio River Valley Chapter shall hereinafter be referred to as the Chapter; the American Association of Physicists in Medicine shall hereinafter be referred to as the Association.)

### Article II Purpose and Jurisdiction

**Section 1:** The purpose of this Chapter shall be:

- a. to encourage interest in the field of physics to medicine and biology, and its application to human welfare,
- b. to promote and improve the profession of medical physics,
- c. to promote research and training in medical physics and related fields, and
- d. to promote and facilitate access of members to the Association.

**Section 2:** The Chapter is organized exclusively for charitable, scientific, and educational purposes as defined under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

No part of the income of the Chapter shall in insure to the benefit of, or be distributable to, its members, trustees, officers, or other private persons, except that the Chapter shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purpose set forth herein. No substantial part of the activities of the Chapter shall be the carrying on of propaganda, or otherwise attempting to influence legislation, unless the activities are conducted in parallel to or



# Ohio River Valley Chapter

of the

## American Association of Physicists in Medicine

otherwise condoned by the Association. The definition of “substantial” is calculated and defined by the Legal Department of the Association through the Director of Finance and Administration of the Association at Headquarters as 20% (twenty percent) of our Chapter expenditures. The Chapter shall not participate in, or intervene in (including the publishing of distributions of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of these articles, the Chapter shall not carry on any other activities prohibited to be carried on by a corporation exempt from Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code of 1954 or the corresponding provision of any future United States Internal Revenue Law, or a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954 or any other corresponding provision of any future United States Internal Revenue Law.

**Section 3:** In the event of dissolution of the Chapter, the Executive Board of the Chapter shall pay or make provision for payment of all liabilities of the Chapter. The residual assets of the Chapter will be turned over to the Association, which is exempt as organizations described in Sections 501(c)(3) of the Internal Revenue Code of 1954 or corresponding sections of any prior or future Internal Revenue Code, or to the Federal, State, or Local Government for exclusive public purpose, as the Executive Board of the Chapter shall determine.

**Section 4:** The jurisdiction of this Chapter shall be confined to the states of Indiana, Kentucky, and Ohio. The Chapter shall have the authority to solicit members in the Ohio River Valley Region of the United States without prejudice towards future formation of other Chapters within this Region.

### Article III Chapter Relationship

**Section 1:** The Chapter shall function under the sponsorship of the American Association of Physicists in Medicine.

**Section 2:** Having the Chapter been admitted by and through the Association, the By-Laws shall obligate the Officers of both the Chapter and the Association in accordance with provisions of the By-Laws of each.



# Ohio River Valley Chapter

of the  
**American Association of Physicists in Medicine**

**Section 3:** The President shall submit an Annual Summary Report of the Chapter's activities to the Executive Committee of the Association by the thirty-first of January of the year following the Presidency.

**Section 4:** The Board of Directors of the Association may, at its discretion, dissolve the Chapter if, in its opinion, the Chapter has ceased to function or its actions are considered detrimental to the objectives of the Association.

**Section 5:** The Chapter shall not obligate the Association, its officers, or its body of members without first obtaining written approval of a duly authorized representative of the Association's Board of Directors.

## **Article IV Membership**

**Section 1:** The Chapter shall consist of Full Members, Emeritus Members, Junior Members and Affiliate Members.

**Section 2:** Full Members of the Chapter must be Full Members of the Association.

**Section 3:** Emeritus Members of the Chapter must be Emeritus Members of the Association.

**Section 4:** Junior Members of the Chapter must be Junior Members of the Association or individuals who are preparing to meet the requirements for Junior Membership concurrently with being enrolled as full-time students in a college or university course to that end. Junior Membership may be held for a period not to exceed four years.

**Section 5:** Affiliate Membership is open to businesses, corporations, or institutions who wish to further the work of the Chapter, and whose participation within the Chapter is recognized as promoting the purpose of the Chapter.

**Section 6:** Voting on amendments to the By-Laws and on election of Officers shall be restricted to Full Members and Emeritus Members.



# Ohio River Valley Chapter of the American Association of Physicists in Medicine

## Article V Officers

**Section 1:** The elected Officers of the Chapter shall be the President, President-Elect, Secretary/Treasurer, and the Representative Board Member.

**Section 2:** The elected Chapter Officers must be Full Members or Emeritus Members.

**Section 3:** An Officer of the Chapter must be a member in good standing.

**Section 4:** The tenure of Office for Chapter Officers shall be as follows:

|                             |             |
|-----------------------------|-------------|
| President                   | One year    |
| President-Elect             | One year    |
| Secretary/Treasurer         | Two years   |
| Representative Board Member | Three years |

The President and President-elect may not succeed themselves. The Secretary/Treasurer and the Representative Board Member may succeed themselves for a maximum of two consecutive terms.

**Section 5:** Newly selected Officers shall take Office on January 1<sup>st</sup> of the year following the election results announcement.

**Section 6:** Nominations for Officers shall be made by the Nominating Committee appointed by the President and comprised of the Past-President and at least one member in good standing who is not currently an elected Officer.

This Nominating Committee shall attempt to select at least three nominees for each elective Office except for the Presidency. Candidates for all Offices must be members in good standing and be deemed Qualified Medical Physicists according to the definitions of the Association. No member shall be nominated without that individual's consent. The list of nominees shall be submitted to the Secretary/Treasurer by no later than December 1<sup>st</sup> annually.

The Secretary/Treasurer shall prepare a Ballot to be sent electronically via e-mail to all voting members who have identified themselves as being associated with the Ohio River Valley Chapter in the AAPM Members Directory. Each voting member shall return the Ballot to the Secretary/Treasurer by no later than



# Ohio River Valley Chapter

of the  
**American Association of Physicists in Medicine**

December 15<sup>th</sup>. This Ballot will include the proposed nominees and a write-in selection choice.

The Secretary/Treasurer shall present the results to the President no later than December 31<sup>st</sup>.

For all valid votes received, a Majority Vote elects for two candidates and a Plurality Vote elects for more than two candidates.

**Section 7:** The President shall preside at all general meetings and Executive Board meetings of the Chapter. The President shall act as Parliamentarian and as Program Committee Co-chairperson.

**Section 8:** President-Elect shall preside at any meeting of the Chapter or the Executive Board from which the President is absent. Should the Office of President be vacated for any reason, the President-Elect shall assume the duties of President for the remainder of the term of Office. At the end of his term of Office, the President-Elect shall succeed to the Office of President. The President-Elect shall act as Parliamentarian in the absence of the President, and as Program Committee Co-chairperson.

**Section 9:** Secretary/Treasurer shall be responsible for the following:

- a. maintaining records of the Chapter's activities, affairs and correspondence,
- b. maintaining membership records,
- c. maintain financial records and Chapter accountability for all funds that may accrue to the Chapter,
- d. dispersal of such funds of the Chapter as may be necessary to meet appropriations and expenses incurred by the Chapter, subject to the approval of the President or Executive Board, and
- e. submission of a semi-annual financial report to the President for audit. In addition, an annual financial report will be submitted to the Executive Board of the Chapter on February 15<sup>th</sup>.

**Section 10:** The Representative Board Member will represent the Chapter as a member of the Board of Directors of the Association. If the Representative Board Member is unable to attend the Board of Directors Meeting, the President shall designate an alternate representative.



# Ohio River Valley Chapter

of the  
**American Association of Physicists in Medicine**

A written report for each Association Board Meeting will be submitted by the Chapter's Representative Board Member to be included in the Chapter's Newsletter for the members.

**Section 11:** The Executive Board of the Chapter shall consist of above four elected Officers and the most recent Past President.

The Executive Board shall conduct the general business of the Chapter and shall set the By-Laws of the Chapter by simple majority.

Any action taken by the Executive Board may be subject to review by the membership upon petition by at least 20% (twenty percent) of the Full Members and Emeritus Members.

**Section 12:** If any Office, other than that of the President, becomes vacant during the year, elections for the unexpired term will be held prior to or at the first regular meeting following written notification from the Executive Board to the Chapter membership. Prior to this meeting an interim appointment may be made by the Executive Board of the Chapter.

**Section 13:** Committees of the Chapter shall be established, and has needed, by the Chapter's Executive Board.

## **Article VI** **Meetings and Dues**

**Section 1:** The Chapter shall have a minimum of two meetings per calendar year.

**Section 2:** The business year of the Chapter will coincide with the calendar year.

**Section 3:** The Executive Board shall establish the time and place of regular meetings. Special Meeting shall be held if petitioned for by at least 20% (twenty percent) of the Full Members and Emeritus Members. The request for a Special Meeting must be submitted in writing to the Secretary/Treasurer

**Section 4:** Of the total Full Members and Emeritus Members including two elected Officers, 20% (twenty percent) attendance shall constitute a quorum for the execution of Chapter business. A quorum for any standing committee shall exist when a majority of the committee members is present.



# Ohio River Valley Chapter of the American Association of Physicists in Medicine

**Section 5:** The parliamentary procedure of the Chapter shall be governed by “Robert’s Rules of Order.”

**Section 6:** Dues shall be established by the Officers of the Chapter subject to approval by a majority of the Full Members and Emeritus Members.

## **Article VII Amendments**

**Section 1:** Amendments to these By-Laws may be proposed with the concurrence of at least five Full Members or Emeritus Members and shall be submitted in writing to the Chapter Secretary/Treasurer.

**Section 2:** Amendments will be acted upon only after the Chapter membership has been provided with a written copy of the proposed By-Laws by the Secretary/Treasurer via e-mail.

**Section 3:** Amendments shall require approval of 2/3 (two-thirds) of the Full Members and Emeritus Members of the Chapter.

## **Article VIII Attestation**

The Ohio River Valley Chapter of the American Association of Physicists in Medicine is duly authorized by the Board of Directors of the AAPM to function as a Chapter of the Association in accordance with the provisions of the foregoing By-Laws.



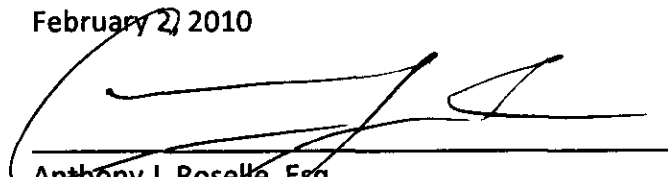
# Ohio River Valley Chapter of the American Association of Physicists in Medicine

Revisions to the By-Laws may only be admitted following approval by the Legal Department of the Association through the Director of Finance and Administration of the Association at Headquarters, as well as from a favorable majority vote there following by the Executive Board of the Chapter through the Office of the President of the Chapter.

## Article IX Association Approval for Admittance

Approval Date: February 2, 2010

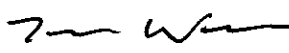
Association:

  
Anthony J. Roselle, Esq.  
Counsel for the American Association of Physicists in  
Medicine  
Bevan, Mosca, Giuditta & Zarillo, P.C.  
776 Mountain Blvd., Suite 202  
Watchung, NJ 07069

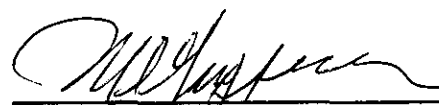
## Article X Chapter Executive Board Approval for Admittance

Approval Date: March 6, 2010

President:

  
Jian Z. Wang, Ph.D., DABR  
Columbus, OH

President-Elect:

  
Michael S. Gossman, M.S., DABR  
Ashland, KY





# Ohio River Valley Chapter

of the  
**American Association of Physicists in Medicine**

Secretary/Treasurer:

---

Rebecca F. Richardson, M.S., DABR  
Louisville, KY

Representative Board Member:

---

Howard R. Elson, Ph.D., DABR  
Cincinnati, OH

Past-President:

---

Matthew A. Meineke, Ph.D., DABR  
Elizabethtown, KY

## **Article XI** **Chapter Body Approval for Admittance**

Approval Date: April 19, 2010

Chapter Body: Full and Emeritus Member majority vote (Recorded).

## **Article XII** **Chapter Executive Board Approval of majority vote for Admittance**

Approval Date: April 19, 2010

ORVC Executive Board: Majority member vote (Recorded).



# Ohio River Valley Chapter

of the  
**American Association of Physicists in Medicine**

## **Article XIII Admittance**

The By-Laws provided herein are admitted through approval by the Association, the Chapter Executive Board, and by Chapter Full and Emeritus by majority vote.