

## BYLAWS OF THE OPTOMETRIC SOCIETY OF GREATER KANSAS CITY, INC.

### SEAL

The Corporate Seal of this Society shall consist of a circular disk, around the perimeter of which shall be inscribed the name of this Society, "The Optometric Society of Greater Kansas City, Inc."

### MEETINGS

All meetings of the Society, unless otherwise provided shall be held within the Greater Kansas City Metropolitan area.

- a. The annual meeting of the members shall be held on the first Monday in December when they shall elect Society officers to serve for the ensuing year and until their successors are elected or chosen and qualify, and to transact such other business as may properly come before it.
- b. Regular meetings of the members of this Society shall be held on the first Monday of each month, if not a legal holiday, and if a legal holiday, then on the following Monday, excluding the months of July and August.
- c. One-fifth of the membership, present in a quorum, at any meeting, shall be requisite and shall constitute a quorum at all meetings of the members for the transaction of business except as otherwise provided by these By-Laws.
- d. The vote for directors, and upon demand of any member in good standing, the vote upon any question before the meetings, shall be by ballot or show of hands. All elections shall be had and all questions decided by majority vote except as otherwise provided herein.
- e. Written notice of the annual meeting shall be mailed or emailed to each member entitled to vote there at their last known address or email address, at least fourteen (14) days prior to the meeting.
- f. A complete list of the members entitled to vote at the ensuing election, arranged in alphabetical order with the residence of each, shall be provided through an electronic copy to all society members.
- g. Special meetings of the members, for any purpose or purposes, may be called by the President, and shall be called by the President or Secretary-Treasurer at the request in writing of the majority of the Society officers or at the request in writing of the majority of the whole membership in good standing and entitled to vote. Such request shall state the purpose of the proposed meeting.
- h. Business transacted at all special meetings shall be confined to objects stated in the call.
- i. Written or emailed notices of a special meeting of the members, stating the time and place and object thereof, shall be mailed, postage prepaid, at least ten (10) days before such meeting to each member entitled to vote thereat, at their last known address.
- j. Meetings shall be conducted according to Robert's Rules of Order.

### OFFICERS AND DIRECTORS

The officers of this Society shall be a President, Vice-President, the immediate Past President, a Secretary-Treasurer, MOA Trustee, and KOA Trustee.

- a. Each officer shall be an active member in good standing.
- b. All officers shall enter upon their official duties at the time of their installation, which shall be at the annual meeting following election, and shall serve for one term, one year, or until their successors shall be duly elected and installed.
- c. The Society officers shall determine the policies and activities of the Society, elect and discipline members, approve the budget, approve all bills, take council with committees, and have general management of the Society.

### MEETINGS OF THE BOARD

Regular meetings of the-officers may be held without notice at such time and place as shall from time to time be determined by the officers.

Special meetings of the officers may be called by the President on five (5) days notice to each Officer, either personally or by mail or by the President or Secretary-Treasurer in like manner on the request of two or more Officers.

At all meetings of the Officers, a majority of the Officers shall be necessary and sufficient to constitute a quorum for the preset at any meeting at which there is a quorum, shall be the act of the Officers, except as may otherwise specifically provided by these By-Laws.

The officers of this society shall hold office for one year and until their successors are chosen and qualify in their stead. Any officer elected, may be removed at any time by the affirmative vote of two-thirds (2/3) of the whole officers.

### PRESIDENT

The President shall be the chief executive officer of this society: he/she shall preside at all meetings of the members and Officers; he/she shall have general and active management of the business of the Society; shall see that all orders and resolutions of the Officers are carried into effect; and is exofficio member of all committees formed or to be formed.

He /She shall execute bonds, mortgages, other contracts requiring a seal, under the seal of the Society; shall keep this seal in safe custody and when authorized by the Officers, affix the seal to by instrument requiring the same, and the seal when so affixed shall be attested by the signature of the Secretary-Treasurer.

The President shall create such committees as he /she deems necessary and shall appoint the members thereof, subject to the approval of the Officers.

He /She shall have the general powers and duties of supervision and management normally vested in the office of President of such organizations.

#### VICE-PRESIDENT

The Vice-President shall in the absence or incapability of the President, perform the duties of that office.

The Vice-President shall arrange a location and time for each society monthly meeting.

#### SECRETARY-TREASURER

The Secretary -Treasurer shall attend all sessions of the Officers and meetings of the members of this society and act as clerk thereof, and record all votes and the minutes of all proceedings in a book to be kept for that purpose. He/she shall give or cause to be given, notice of all meetings of the membership and of the Officers, and perform such other duties as may be prescribed by the Officers or President, and under whose supervision he/she shall be.

The Secretary-Treasurer shall deposit the money and securities belonging to this Society in such bank or banks as may be selected by the Officers to be withdrawn on such orders for payment as shall be from time to time provided by the Officers of the Society, The Secretary-Treasurer shall keep such books of account as the Officers may direct; file such papers as required by federal, state and local government, that he/she shall give this Society a bond if required by the Officers, in a sum, and with one or more sureties, satisfactory to the Officers, for the faithful performance of the duties of this office.

The Secretary-Treasurer shall present a quarterly budget report at the Society's meetings.

#### PAST PRESIDENT

The Past President shall provide support to the President and perform Secretary-Treasurer duties, if the Secretary-Treasurer is unable to attend a meeting.

#### MOA TRUSTEE

MOA trustee shall act as a liason between the Missouri Optometric Association and the Optometric Society of Greater Kansas City. The Trustee will keep the Society informed of important legislative issues.

#### KOA TRUSTEE

KOA Trustee shall act as liason between the Kansas Optometric Association and the Optometric Society of Greater Kansas City. The Trustee will keep the Society informed of all important state wide issues.

#### CHECKS

All checks and/or demands for money and notes of this Society shall be signed by either the Secretary-Treasurer, Vice-President, or President of the Society.

#### MEMBERSHIP

Optometrists duly registered, in good standing, may, upon application to the Society and payment of the required dues, become members. The annual dues shall be established by the membership and payable on or before January 1<sup>st</sup> and shall be applicable towards the following calendar year.

- a. Any member may be expelled for cause from the Society by a three-fourths vote of the Officers, but is entitled to appeal to entire membership for confirmation.

- b. Newly licensed Optometrists shall be granted, after investigation and approval by the Officers, a sustaining membership for six months, said membership carrying all the privileges except voting, holding office or committee appointments. Said membership shall be dues free. Said membership must be applied for within 12 months of receipt of license.
- c. Written notice shall be sent members whose dues are in arrears for 90 days. If not paid promptly, they may be suspended and reinstatement will be considered by the Board only by written application.
- d. It shall be required that each and every member of the Optometric Society of Greater Kansas City, Inc., have and maintain membership in the American Optometric Association and also be a member of the State Optometric Association in that state in which he /she practices optometry.
- e. Life Membership in the society may be conferred by majority vote of the membership present at its annual meeting upon those members who have reached the age of seventy years or have retired from the active practice of optometry. Applicant must have been a member in good standing for five consecutive years preceding the age of seventy years or the retirement from the practice of optometry. Life members shall be entitled to all rights and privileges of an active member. Annual dues for life members shall be waived.