

1 **FLORIDA ACADEMY OF PEDIATRIC DENTISTRY**
2 **CONSTITUTION AND BYLAWS¹**

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6 **CONSTITUTION**

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11 **ARTICLE I. NAME**

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14 The name of the organization shall be the FLORIDA ACADEMY OF PEDIATRIC
15 DENTISTRY hereinafter referred to as "the academy" or "this academy".
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18 **ARTICLE II. PURPOSE**

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21 The purpose of this Academy shall be: to bring the Pediatric Dentists of the state of
22 Florida into one organization for the advancement of the science and art of Pediatric
23 Dentistry*, to encourage, sponsor and advance the achievement of a high and ethical
24 standard of practice, education and research in the art and science of all phases of
25 dentistry for children, adolescents and the handicapped; and the continued education of
26 the health professions and the public concerning recognized scientific advancements in
27 the dental and general health of children.
28

29 Furthermore, to act in an advisory capacity to State and Local dental societies in matters
30 pertaining to Pediatric Dentistry*.
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32 To act as spokesperson for Florida Pediatric Dentists in legislative matters, third-party
33 and publicly funded programs, publicity and public relations matters, and in matters
34 pertaining to oral rehabilitation of handicapped children.
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36 To support the American Academy of Pediatric Dentistry and the Southeastern Society of
37 Pediatric Dentistry.
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40 ***DEFINITION OF PEDIATRIC DENTISTRY:** Pediatric dentistry is an age-defined
41 specialty that provides both primary and comprehensive preventive and therapeutic oral
42 health care for infants, and children through adolescence, including those with special
43 health care needs.
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¹ Revised June 13, 2003 and June 15, 2007

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ARTICLE III. AREA

Section 1. The confines of this Academy shall be the state of Florida.

Section 2. The members of this Academy shall meet the Bylaw eligibility requirements as provided in Chapter I of the Bylaws.

ARTICLE IV. ORGANIZATION

Section 1. The Academy is a non-profit corporation organized under the laws of the State of Florida.

Section 2. The Academy shall have and continuously maintain in the State of Florida, a registered office and a registered agent whose office shall be identical with such registered office and has such other powers as granted by the Corporation Acts of the State of Florida.

Section 3. Upon the dissolution of the corporation, the Board of Directors shall, after paying or making provision for the payment of all the liabilities of the corporation, dispose of all the assets of the corporation exclusively for the purposes of the corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the Board of Directors shall determine. Any of such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principle office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

Section 4. No part of the net earnings of the corporation shall insure to the benefit of, or be distributed to, its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distribution in furtherance of its purposes. Notwithstanding any other provision of these articles, the corporation shall not carry on any activities not permitted to be carried on (A) 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 Revenue Law)

91 or (B) by a corporation, contributions to which are deductible under
92 section 170 (c) (2) of the Internal Revenue Code of 1954 (or the
93 corresponding provision of any future United States Revenue Law.
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96 **ARTICLE V. GOVERNMENT**
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99 Section 1. The legislative and controlling body of this Academy shall be the voting
100 membership gathered together and shall be known as the General
101 membership.
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103 Section 2. The administrative body of this Academy shall be a Board of Directors as
104 provided in Chapter VI of the Bylaws, which may hereinafter be referred
105 to as "the Board".
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108 **ARTICLE VI. OFFICERS AND DIRECTORS**
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111 Section 1. The elective officers of this Academy shall be the President, Vice
112 President, and Secretary-Treasurer, each of whom shall be elected by the
113 general membership.
114

115 Section 2. The appointed officers of this Academy shall be a Executive Director,
116 Membership Director and the Academy Representative to the
117 Southeastern Society of Pediatric Dentistry (SSPD), each designated and
118 appointed by the Board of Directors as provided in Chapter VII of the
119 Bylaws.
120

121 Section 3. The Board of Directors of this Academy shall be the elective officers and
122 the immediate past-president. The Executive Director, Membership
123 Director and the Academy Director to the SSPD shall serve as ex-officio
124 members of the Board without vote.
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127 **ARTICLE VII. MEETINGS OF THE ACADEMY**
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130 There will be a meeting of the Academy held annually in accordance with Chapter IV of
131 the Bylaws.
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138 **ARTICLE VIII. AMENDMENT**
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141 This constitution may be amended by an affirmative vote of two-thirds of the active
142 members present and voting at any annual meeting of the Academy, or at any special
143 meeting called for this purpose, provided that the proposal to amend shall have been
144 mailed to the membership at least 30 days prior to the meeting.
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149 **BYLAWS**
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154 **CHAPTER I. MEMBERSHIP**
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157 **Section 1.** There shall be eight (8) categories of membership: Active, International,
158 Life, Associate, Retired, Student, Affiliate and Honorary
159

160 **Section 2.** **ACTIVE:** An ethical dentist may be considered for Active membership
161 provided the applicant:
162

- 163 1. Is actively involved in the exclusive practice and/or research and/or
164 teaching of and/or administration in an educational institution within the
165 geographic confines of this Academy.
166
- 167 2. Meets the educational requirements of the American Dental Association
168 for the announcement of ethical practice in pediatric dentistry.
169
- 170 3. Is a member of, and maintains membership in the American Academy of
171 Pediatric Dentistry.
172
- 173 4. Has been elected by a majority vote of the Board of Directors of this
174 Academy following recommendation of the Membership and Credentials
175 Committee.
176

177
178 **Section 3.** **INTERNATIONAL:** This category of membership is available as an
179 option for all pediatric dentists who meet the qualifications established for
180 Active membership as outlined in Chapter 1, Section 2 (with the exception
181 of those pediatric dentists in the federal services) who practice, teach, or
182 do research outside the United States.

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Section 4. LIFE: This category of membership is available to Active members who have been members in good standing of the Academy for twenty (20) consecutive years, have reached the age of sixty-five (65) years, continue to fulfill the provisions set forth in Chapter 1, Section 2, and have paid all dues and assessments through the calendar year in which application for Life membership is made

Section 5. ASSOCIATE: This category of membership is available, upon application, to the following individuals:

1. Practicing dentists who meet the educational requirements of the American Dental Association for the announcement of ethical practice in pediatric dentistry, but do not reside within the geographic confines of this Academy, or
2. Is a Diplomat of, or Board Eligible, in one of the specialty areas of dentistry recognized by the American Dental Association other than pediatric dentistry, or
3. Is an ethically announced general practitioner who expresses a desire to treat children as a part of their practice, and whose interests are consistent with the overall mission of this Academy.
4. If a pediatric dentist, is a member of the American Academy of Pediatric Dentistry if residing in the United States, or, on active duty with the Uniformed Services and stationed outside the United States.
5. Has been elected by a majority vote of the Board of Directors of this Academy following recommendation of the Membership and Credentials Committee.
6. Associate members shall be privileged to attend all meetings of the Academy and shall pay the same dues and fees as any Active member.

Section 6. RETIRED: This category of membership is available to former ethically announced Pediatric Dentists who:

1. Have voluntarily and completely retired from dental practice, teaching, and/or administration,
2. Are not engaged in part-time practice or employed in a dental administrative or teaching capacity for which remuneration is received.

- 227 3. If previously a member of this academy, have paid all dues and
228 assessments through the calendar year in which application for Retired
229 membership is made,
230 4. Have been elected by a majority vote of the Board of Directors of this
231 Academy following recommendation of the Membership and Credentials
232 Committee.

233
234 **Section 7. STUDENT:** A **STUDENT** member shall be an individual who:

- 235
236 1. Is either a full-time or part-time postdoctoral student enrolled in an
237 educational program in pediatric dentistry and accredited by the American
238 Dental Association or its foreign equivalent.
239
240 2. Student members shall be exempt from payment of Academy dues.

241
242 **Section 8. AFFILIATE:** This category of membership is available, upon application
243 to all other individuals whose interests are consistent with the mission of
244 the Academy.

245
246 **Section 9. HONORARY:** Honorary members shall be individuals who may not
247 otherwise be eligible for membership in the Academy but who have made
248 unusual or outstanding contributions to the science, teaching, and/or
249 practice of pediatric dentistry. Candidates for HONORARY membership
250 may be proposed and recommended by two (2) Active or Life members of
251 the Academy to the Membership and Credentials Committee. Following
252 nomination, unanimous recommendation of the Membership and
253 Credentials Committee and the Board of Directors of this Academy is
254 needed prior to presentation to the membership. A majority vote of the
255 membership present, eligible, and voting at any annual meeting shall be
256 required for election.

257
258 **Section 10. AWARD OF MERIT** The Criteria and Selection Procedures for an
259 **Award of Merit** shall be as follows:

- 260 (a) Candidates must be an active, life or honorary member of the FAPD who
261 have made an outstanding contribution to the art, science or literature of
262 dentistry. A current curriculum vitae must be submitted to the Executive
263 Director of the FAPD at least 30 days prior to the annual meeting. The
264 Board of Directors will review curriculum vitae and propose no more than
265 one candidate to the membership for approval at the annual meeting. A
266 two-thirds vote of members in attendance will be required. The certificate
267 will be presented at the following annual meeting.

268
269 **Section 11. PRIVILEGES:**

- 270
271 1. **ACTIVE** and **LIFE** members shall be eligible to:
272

- 273 a. Attend all meetings of the Academy
274 b. Vote on all issues brought before the membership
275 c. Hold office and serve on committees
276 d. Receive copies of all general membership communications and
277 publication, including the Academy roster
278
279 2. **INTERNATIONAL AND ASSOCIATE** members shall be eligible to:
280 a. Serve as consultants to committees, but not vote or hold office
281 b. Attend all meetings of the Academy
282 c. Receive copies of all general membership communications and
283 publications, including the Academy roster
284
285 3. **STUDENT** members shall be eligible to:
286 a. Serve as consultants to committees, but not vote or hold office
287 b. Attend all meetings of the Academy
288 c. Receive copies of all general membership communications and
289 publication, including the Academy roster
290
291 4. **RETIRED** members shall be eligible to:
292 a. Serve as consultants to committees, but not vote or hold office
293 b. Attend all meetings of the Academy
294 c. Receive at no fee copies of all general membership
295 communications and may receive other publications and roster on
296 a fee per item basis as determined by the Board of Directors
297
298 5. **AFFILIATE** members shall be eligible to:
299 a. Serve as consultants to committees, but not vote or hold office.
300 b. Attend all meetings of the Academy.
301 c. Receive copies of all general membership communications and
302 publications.
303
304 6. **HONORARY** members shall be eligible to:
305 a. Serve as consultants to committees, but not vote or hold office
306 b. Attend all meetings of the Academy
307 c. Receive copies of all general membership communications and
308 publication, including the Academy roster.
309

310 **Section 12. APPLICATION PROCEDURE**

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312 1. Applications for all categories of membership shall be submitted to the
313 Executive Director in such form as the Academy may designate.
314
315 2. The appropriate dues and application fees for the category of membership
316 for the current fiscal year shall become payable with the application for
317 membership and shall be paid to the Executive Director of the Academy.

318 In the event the application for membership is not approved, the dues will
319 be refunded.

- 320
- 321 3. Upon receipt of the application for membership the Executive Director
322 shall review the applicant's qualifications to assure that they conform to
323 the respective requirements for membership as set forth in this Chapter.
324
- 325 4. Applications for all membership categories and all recommendations for
326 **HONORARY** membership shall be delivered to the Membership and
327 Credentials Committee for appraisal and action. Applications for all
328 categories of membership except **HONORARY** shall be granted
329 provisional membership upon satisfactory completion of the application.
330 This membership shall become final following an affirmative vote of a
331 majority of the Board of Directors voting at any scheduled meeting of the
332 Board. The Board may vote on applications for **HONORARY**
333 membership at any scheduled meeting of the Board.
334
- 335 5. **STUDENT** membership will be granted following the completion of the
336 application, and recommendation of the Membership and Credentials
337 committee.
338
- 339 6. Each new member shall be furnished a copy of the Academy Constitution
340 and Bylaws.
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343 **CHAPTER II. SUSPENSION OR EXPULSION OF MEMBERS**
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346 **Section 1.** Members may be suspended or expelled for failure to pay dues appropriate
347 for their membership category. Any member in default of payment of
348 dues shall be suspended ipso facto from all privileges of membership.
349 Failure to pay dues by March 31st of any year will automatically terminate
350 membership.
351

352 **Section 2.** A member whose membership has been terminated by operation of any of
353 the foregoing provisions, may be restored to membership by application to
354 be accompanied by a reinstatement fee in the amount of one (1) year's
355 dues and payment of all assessments, made during the time the
356 membership was in lapse, together with documented evidence that the
357 delinquency or delinquencies that effected the termination of membership
358 have been fully corrected.
359

360 **Section 3.** Any member may be removed from membership by a three-fourth vote of
361 the Board of Directors at any general or special meeting of the Board
362 called for that purpose, for unethical conduct in his practice, research or

363 teaching or upon his conviction of a felony, or for other conduct involving
364 moral turpitude.

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367 **CHAPTER III. FISCAL YEAR**
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370 The fiscal year for the Academy shall begin on June 1st and terminate on May 31st of
371 each year. The records of the Academy shall be audited each year immediately prior to
372 the 1st day of June by a person or persons designated by the President, and a report shall
373 be presented to the Board of Directors at the meeting of the general session.
374

375
376 **CHAPTER IV. MEETINGS OF THE ACADEMY**
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378
379 **Section 1.** A meeting of the Academy shall be held annually at a time and place
380 selected and announced by the Board of Directors.
381

382 **Section 2.** Notice of any annual meeting shall be given to each member in writing at
383 least thirty (30) days prior to the meeting.
384

385 **Section 3.** The Board of Directors shall be primarily responsible for the agenda of the
386 annual meeting.
387

388 **Section 4.** Meeting shall be open to members of the Academy and approved guests as
389 set forth in Chapter IV, Section 5 of the Bylaws.
390

391 **Section 5.** Guests are those individuals who are not applicants nor eligible for
392 membership and who would contribute to the Academy's objectives by
393 being present, or other persons the Academy may wish to invite. A
394 member of the Academy may bring a guest to the Annual Meeting, but he
395 shall be limited to one (1) visit every three (3) years. A request for guest
396 attendance shall be submitted to the Secretary-Treasurer at least thirty (30)
397 days prior to the meeting date. The Secretary-Treasurer shall be
398 empowered to approve processing of guest applications except where
399 qualifications are questionable. In such cases, the Membership and
400 Credentials Committee must approve the application.
401

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403 **CHAPTER V. VOTINGS AND ELECTIONS**
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406 Only Active and Life Members of the Academy shall, at every meeting of the
407 membership, be entitled to one (1) vote in person upon each subject properly submitted
408 for a vote. Election of officers and members of the Board of Directors shall be held

409 annually. An officer and member of the Board of Directors shall be duly elected when he
410 or she receives a majority of the votes cast at an election.

412 **CHAPTER VI. OFFICERS AND DIRECTORS**

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416 **Section 1.** The business, property and affairs of this Academy shall be managed by a
417 Board of Directors.

418
419 **Section 2.** No voting member of the Board of Directors shall receive any
420 compensation from the FAPD, other than reimbursement for incurred
421 expenses. The members of the Board of Directors of the FAPD shall not
422 be personally liable for its debts, liabilities, or other obligations.

423
424
425 **Section 3.** The elected officers of the Academy shall consist of the:

- 426 1. President
- 427 2. Vice-President
- 428 3. Secretary-Treasurer

429 All but the president shall be elected at the annual election to be held
430 during the annual meeting of the Academy. The Vice-President
431 automatically assumes the office of the President at the next annual
432 meeting following election to Vice-President.

433
434 **Section 4.** Nominations for the respective offices shall be made by a Nominating
435 Committee consisting of the President and the two (2) most recent living
436 Past-Presidents, the most senior Past-President serving as chairperson.

437
438 **Section 5.** The officers shall be elected for a term of one (1) year and shall continue
439 in office until their respective successors are elected and assume the
440 responsibilities of office.

441
442 **Section 6.** The Board of Directors shall consist of the President, Vice-President,
443 Secretary-Treasurer and the immediate past President. The Executive
444 Director, Membership Director and the FAPD Director to the SSPD shall
445 serve as ex-officio members of the Board without vote.

446
447 **Section 7.** The Executive Director shall be nominated by the Nominating Committee
448 and approved by a majority vote of the members of the Board of Directors.
449 The Executive Director will be a paid position. Remuneration is to be
450 decided upon by the Board of Directors. The Executive Director shall be
451 elected for a term of three (3) years and automatically renewed unless
452 notice is delivered by either party to the other within thirty days of the
453 Board of Directors meeting immediately preceding the annual meeting.

454

455 **Section 8.** The FAPD Director to the Southeastern Society of Pediatric Dentistry
456 (SSPD) Board of Directors shall be appointed by a majority vote of the
457 FAPD Board of Directors. The FAPD Director to the SSPD shall serve a
458 term of three (3) years.

459 **Section 9.** The FAPD Membership Director shall be appointed by a majority vote of
460 the Board of Directors. The FAPD Membership Director shall serve a
461 term of three (3) years.

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464 **Section 10.** The Board of Directors shall have, and exercise the authority of the
465 Academy in the management and the business of the Academy between
466 meetings of the general membership. Each of the Directors shall have one
467 vote in issues presented to the Board members unless specifically
468 prohibited by these bylaws. Furthermore, the Board of Directors shall
469 review annually the budget, review and approve contracts of the Academy
470 unless such approval of said contracts is specified elsewhere in these
471 bylaws, and conduct an annual review of the office of the Executive
472 Director.

473
474 **Section 11.** Vacancies which occur among the said officers or Directors shall be filled
475 through appointment by a majority vote of the remaining members of the
476 Board of Directors. Each person so elected to fill a vacancy shall remain a
477 Director until the expiration of the vacated term of office. A Director who
478 has filled an unexpired term shall be eligible to be elected to serve a full-
479 term. The Board of Directors of this Academy shall have the power to fill
480 any other vacancies and to appoint such other officers and agents as the
481 Board of Directors may deem necessary for the transaction of the business
482 of the Academy.

483
484 **Section 12.** Any officer or agent may be removed by the Board of Directors, following
485 a hearing, by a two-thirds (2/3) vote of the Board of Directors, whenever
486 the interest of the Academy is best served.

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489 **CHAPTER VII. DUTIES OF THE OFFICERS**

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492 **Section 1.** **PRESIDENT:** The duties of the President shall be to:
493 1. Serve as the chief executive officer and official representative of this
494 Academy in its contracts with government, civic, business, and
495 professional organizations for the purpose of advancing the objectives
496 and policies of this Academy
497 2. Serve as Chair of the Board of Directors
498 3. Serve as the presiding officer of the meetings of the General
499 Membership

- 500 4. Present an ad interim newsletter to the general membership and annual
501 report to the Board of Directors
502 5. Present to the General Membership at its annual meeting a report on
503 the activities of the Board of Directors, as well as such matters deemed
504 of importance to the Academy
505 6. Call special meetings of the Board of Directors and the Executive
506 Committee
507 7. Nominate all appointments subject to approval of the Board of
508 Directors, except as otherwise provided in these Bylaws
509 8. Nominate individuals to fill any vacancy on the Board of Directors and
510 to fill all other vacancies not provided in these Bylaws
511 9. Upon expiration of the term of office as President serve as a member of
512 the Board of Directors for the following one (1) year, as a member
513 of the Board of Directors for the following one (1) year and as
514 a member of the Nominating Committee for the following three (3)
515 years
516 10. Serve as an advisory member and ex-officio of all committees
517 11. Perform such other duties as may be provided in these Bylaws
518

519 **Section 2.**

VICE-PRESIDENT: The duties of the Vice-President shall be to:

- 520 1. Serve as a member of the Board of Directors and the Executive
521 Committee
522 2. Succeed to the office of President without other election at the next
523 annual meeting of the Academy following election as Vice-President
524 3. Assume the duties of President in case of the latter's absence,
525 disability, resignation or death
526 4. Preside when it is necessary for the President to leave the chair
527 5. Serve as Chair of the Budget and Finance Committee
528 6. Serve as a consultant to all committees
529 7. Serve as Chair of the Board of Censors
530 8. Perform such other duties as may be provided in these Bylaws or as
531 directed by the President or the Board of Directors
532

533 **Section 3.**

SECRETARY-TREASURER: The duties of the Secretary-Treasurer shall be to:

- 534 1. Serve as a member of the Board of Directors and the Executive
535 Committee
536 2. Serve as Secretary to the Board of Directors
537 3. Serve as a member of the Budget and Finance Committee
538 4. Maintain oversight of all monies, securities, and deeds belonging to
539 the Academy, in conjunction with the Executive Director
540 5. Review the annual audit of the funds of the Academy
541 6. Serve until a successor is elected and installed.
542 7. Upon expiration of the term of office as President serve as a member
543 of the Board of Directors for the following one (1) year.
544

- 545 8. Perform the duties of the Vice-President in the event of temporary or
546 permanent vacancy in that office as provided in these Bylaws
547 9. Perform such other duties as may be provided in these Bylaws or as
548 directed by the President or the Board of Directors
549

550

551 **Section 4.** The **EXECUTIVE DIRECTOR** shall:

- 552 1. Be nominated by the Nominating Committee and
553 appointed by majority approval of the Board of Directors
554 2. Serve as the administrative head of the Central Office of the
555 Academy and all its branches
556 3. Engage all employees for the Central Office according to
557 established administrative procedure
558 4. Serve as custodian of all monies, securities, and deeds belonging to
559 the Academy and to hold, invest and disburse these subject to the
560 direction of the Board of Directors
561 5. Prepare a preliminary budget annually and submit it to the Budget
562 and Finance Committee for review
563 6. Serve as a member of the Budget and Finance Committee
564 7. On or before January 1st of each year notify each member of the
565 amount due to the Academy for the ensuing year (fiscal) and
566 request payment be made on or before the 31st day of March of that
567 year
568 8. Notify all members in arrears, on or before January 15 that they
569 will be automatically dropped from membership unless dues are
570 paid by March 31. Make an annual detailed written report
571 including therein the names of all members in arrears and those
572 dropped from membership
573 9. Prepare an ad interim and annual report on the activities of the
574 Central Office to the Board of Directors
575 10. Perform such other duties as may be provided in these Bylaws or
576 as directed by the President or the Board of Directors
577

578 **Section 5.** The Membership Director shall:

- 579 1. Be appointed by the President and serve as an ex-officio
580 member of the Board of Directors.
581 2. Be in charge of publicity and public relations for the FAPD.
582 3. Contact new and prospective members for the FAPD.
583 4. Keep on file the names and address of all members.
584 5. Submit an annual report to the Board of Directors of membership in the
585 FAPD
586 6. Serve until a successor is newly appointed.
587

588

589 **CHAPTER VIII. ELECTION AND INSTALLATION OF OFFICERS**

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592 **Section 1.** The officers of the Academy shall be elected during the annual meeting of
593 the Academy. Nominees for the several offices shall be presented to the
594 membership by the Nominating Committee, which shall submit a nominee
595 for each office. Nominations shall also be permitted from the floor.

596

597 **Section 2.** All elective officers shall require, for election, a simple majority of the
598 votes of those members present and voting. In the event the initial
599 balloting does not result in a majority, the two (2) nominees receiving the
600 highest number of votes shall have a run-off election to establish a simple
601 majority. In each case that the initial balloting does not result in
602 a clear-cut first and second choice, numerically, and the same number of
603 votes are cast for either first or second place nominees, a run-off election
604 shall be held involving all first and second place nominees to establish the
605 election by a simple majority.

606

607 **Section 3.** The installation of officers shall be conducted at the annual meeting of the
608 members.

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CHAPTER IX. COMMITTEES

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614 **Section 1. STANDING COMMITTEES**

615 The following standing committees, who shall report directly to the Board
616 of Directors and whose duties and responsibilities are designated below,
617 are constituted. Except where otherwise specified herein, the President
618 shall appoint standing committees and chairs.

619

620 1. **BUDGET AND FINANCE COMMITTEE:** The **Budget and Finance**
621 **Committee**, shall consist of the Vice-President, Secretary-Treasurer, Immediate
622 Past-President and the Executive Director who shall serve as an ex officio
623 member without vote. The Secretary-Treasurer shall serve as the chair. The
624 committee shall review the budget and finances of the Academy, and make
625 recommendations to the Board of Directors for their approval.

626

627 2. **CONSTITUTION AND BYLAWS COMMITTEE:** The **Constitution and**
628 **Bylaws Committee** shall consist of the Vice-President, who shall serve as chair
629 of the committee, and two (2) members appointed by the President to which all
630 proposed amendments to these Bylaws shall be referred for study and
631 recommendation. Proposed amendments recommended for adoption shall be
632 certified to the Secretary for formal notification of the members, as provided in
633 Chapter XII of these Bylaws. Thereafter, the Chair of the Committee shall
634 present such amendment to the Academy for adoption at the next annual
635 meeting.

636

- 637 3. **NOMINATING COMMITTEE:** The **Nominating Committee** consisting of the
638 President and the two (2) most recent living Past-Presidents, the most senior Past-
639 President serving as chair, shall select nominees from the eligible membership for
640 the offices of Vice-President and Secretary-Treasurer.
- 641
- 642 4. **CONTINUING EDUCATION MEETING COMMITTEE:** A **Continuing**
643 **Education Meeting Committee** shall consist of the Vice President, a General CE
644 Meeting Chair, the Chair of the CE Scientific Program Subcommittee, and Chair
645 of the Course Local Arrangements Subcommittee. The Executive Director shall
646 serve ex officio without vote. It shall be the duty of the committee to develop the
647 programs and local arrangements for the continuing education courses of the
648 Academy. The recommendations of the committee shall be presented to the
649 Board of Directors for approval. It shall be the committee's further duty to
650 coordinate and be responsible on a year to year basis for the continuing education
651 programs of the Academy. There shall be two (2) subcommittees of this
652 committee as follows:
- 653 a. **CE Scientific Program Subcommittee:** The President shall appoint a
654 chair of the subcommittee. It shall be the responsibility of the committee to
655 develop and arrange, with the approval of the Board of Directors, programs
656 for the continuing education activities of the Academy.
- 657 b. **Course Local Arrangements Subcommittee:** The President shall appoint a
658 chair of the subcommittee. It shall be the responsibility of the committee to
659 work with the General CE Meeting Chair in arranging the hotel, registration,
660 hospitality, commercial exhibitors and other functions of the meeting.
- 661 The President shall appoint, for a three year term, a General C.E. Meeting Chair.
662 The chair may be reappointed an unlimited number of times. The General CE
663 Meeting Chair shall be responsible for the overall coordination of all continuing
664 education courses of the Academy.
- 665
- 666 5. **MEMBERSHIP AND CREDENTIALS COMMITTEE:** A **Membership and**
667 **Credentials Committee** shall consist of the Membership Director, who shall
668 serve as the Chair, Secretary-Treasurer and three (3) members appointed by the
669 President. The President shall appoint one (1) member each year for a three (3)
670 year term. The chair shall be appointed by the President. It shall be the duty of
671 this committee to determine the qualifications for membership in the Academy,
672 subject to the provisions of the Articles of Incorporation and the Constitution and
673 Bylaws of the Academy, it shall receive and pass upon recommendations for
674 membership at the annual meeting and shall notify the applicant, in writing, of the
675 action of the Board of Directors.
- 676
- 677 6. **BOARD OF CENSORS:** A **Board of Censors** consisting of two (2) active
678 members, appointed by the President, plus the Vice-President of the Academy,
679 who shall serve as chair. The duties of the committee shall be to pass upon all
680 complaints or charges of unethical or improper conducted lodged against
681 members of the Academy, all actions for expulsion of members and all other
682 matters as may be delegated to it by the Board of Directors. Its function shall be

683 to hear charges against any member and to recommend action, which it deems
684 appropriate, to the Board of Directors.

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686

687 7. **ANESTHESIA COMMITTEE:** An **Anesthesia Committee** shall consist of
688 three (3) members. The president shall appoint one member as chair. The
689 purpose of the committee shall be to aid in protecting the children in the State of
690 Florida thru:

691 a. evaluating advances in the use of anesthetics and sedative agents as they are
692 developed and presented to the dental profession,

693 b. monitoring legislative and regulatory events happening within the State
694 pertaining to the administration of anesthesia in the practice of
695 dentistry.

696 c. advising the Board of Directors regarding such issues, and recommending
697 possible responses to the issues as they are brought up.

698 d. speaking on behalf of the Academy regarding such issues when specifically
699 directed to do so by the President.

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702 8. **LEGISLATIVE COMMITTEE:** A **Legislative Committee** shall consist of
703 two (2) members. The president shall appoint one member as chair. The
704 Executive Director shall serve as an ex-officio member of this committee. The
705 purpose of this committee shall be:

706 a. to attend the meetings of the Florida State Board of Dentistry (the Board) on
707 behalf of the Academy.

708 b. to advise the Board of Directors on issues brought before the Board that
709 pertain to the practice of Pediatric Dentistry, and to recommend possible
710 responses to the issues as they are brought up.

711 c. to speak on behalf of the Academy at meetings of the Board regarding such
712 issues when specifically directed to do so by the President, or when requested
713 to do so by members of the Board during a meeting when communicating with
714 the president beforehand is not possible.

715 d. to act as a liaison between the Academy and the Florida Dental Association
716 regarding issues before the Board.

717 e. to serve in a professional manner so as to be an example of the members of
718 this Academy in their presence, conduct and communications to, and before,
719 the Board.

720

721 **Section 2. Special Committees**

722 The President may appoint special committees and chairs as deemed
723 necessary or as directed to do so by the Board of Directors.

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CHAPTER X. DUES, ASSESSMENTS AND FEES

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728

729 **Section 1.** The fee and due date for an application to any type of membership shall be
730 established by the Board of Directors and approved by the membership at
731 any regular or special meeting.
732

733 **Section 2.** The annual dues and their due date, for all categories of membership
734 affected shall be established by the Board of Directors and approved by
735 the membership at any regularly scheduled or special meeting called for
736 that purpose; providing at least thirty (30) days notice has been given to
737 the membership of such impending action. Dues for Life, Student,
738 retired, and Honorary Membership are waived. In addition, membership
739 dues and fees are waived for members who are full-time faculty or new
740 graduates in their first year of practice.
741

742 **Section 3.** Assessments may be levied upon the membership at any annual or special
743 meeting of the membership by a two-thirds (2/3) vote of the members
744 present, entitled to vote and voting.
745
746

747 **CHAPTER XI. PROCEDURES**

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750 **Section 1.** Amendments to the Constitution and Bylaws may be proposed by any
751 member and shall be submitted to the Secretary in written form, delivered
752 and dated at least sixty (60) days prior to the Annual Meeting. The
753 Secretary shall transmit the proposed amendment to the Constitution and
754 Bylaws Committee Chair within ten (10) days of receipt. Any proposed
755 amendment to the Constitution and Bylaws shall be submitted to the
756 membership no later than thirty (30) days prior to the annual meeting or at
757 a special meeting called for such purposes.
758

759 **Section 2.** The Constitution and/or Bylaws may be repealed or amended by a two-
760 thirds (2/3) vote of the members present and entitled to vote and voting at
761 any annual meeting of this Academy, or these Bylaws may be repealed or
762 amended at a special meeting called for such purpose, provided, however,
763 that due notice of the proposed amendment shall have been mailed to each
764 of the members of the Academy at least thirty (30) days prior to such
765 action. The Constitution and/or Bylaws may be amended or repealed at
766 any annual meeting without prior notice of the proposed amendment, by
767 the unanimous vote of the members present, entitled to vote and voting.
768

769 **Section 3.** The parliamentary procedures of the Academy shall be governed by the
770 current edition of **Sturgis Standard Code of Parliamentary Procedures.**
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