

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.
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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, June 15, 2007 and June 18, 2012

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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.
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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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147 **ARTICLE IX. MEMBERSHIP**
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149 Section 1. There shall be eight (8) categories of membership: Active, Associate,
150 International, Affiliate, Postdoctoral Student, Friend, Life, and Retired.
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152 Section 2. ACTIVE: An ethical pediatric dentist may be considered for Active
153 membership provided the applicant:
154

- 155 1. Is actively involved in the exclusive practice and/or research and/or
156 teaching of and/or administration in an educational institution within the
157 geographic confines of the State of Florida.
158
- 159 2. Meets the educational requirements of the American Dental Association
160 for the announcement of ethical practice in pediatric dentistry.
161
- 162 3. Is a member of, and maintains membership in the American Academy of
163 Pediatric Dentistry.
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165
166 Section 3. ASSOCIATE: This category of membership is available, upon
167 application, to the following individuals:
168

- 169 1. Practicing pediatric dentists who meet the educational requirements of the
170 American Dental Association for the announcement of ethical practice in
171 pediatric dentistry, who live in United States, but do not reside within the
172 geographic confines of the State of Florida, or
173
- 174 2. Is a Diplomat of, or Board Eligible, in one of the specialty areas of
175 dentistry recognized by the American Dental Association other than
176 pediatric dentistry, or
177

178 Section 4. 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 who practice,
181 teach, or do research outside the United States.
182

- 183 Section 5. AFFILIATE: Is an ethically announced general practitioner who expresses
184 a desire to treat children as a part of their practice, and whose interests are
185 consistent with the overall mission of this Academy.
186
- 187 Section 6. POSTDOCTORAL STUDENT: A Postdoctoral Student member shall be
188 an individual who:
189
- 190 1. Is either a full-time or part-time postdoctoral student enrolled in an
191 educational program in pediatric dentistry that is accredited by the
192 American Dental Association or its foreign equivalent.
193
 - 194 2. Student members shall be exempt from payment of Academy dues.
195
- 196 Section 7. FRIEND: This category of membership is available, upon application
197 to all other individuals whose interests are consistent with the mission of
198 the Academy.
199
- 200 Section 8. LIFE: This category of membership is available to Active members who
201 have been members in good standing of the Academy for thirty (30)
202 consecutive years, have reached the age of sixty-five (65) years, continue
203 to fulfill the provisions set forth in Chapter 1, Section 2, and have paid all
204 dues and assessments through the calendar year in which application for
205 Life membership is made. Life members shall be exempt from payment
206 of Academy dues.
207
- 208 Section 9. RETIRED: This category of membership is available to former ethically
209 announced pediatric dentists who:
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- 211 1. Have voluntarily and completely retired from dental practice, teaching,
212 and/or administration,
213
 - 214 2. Are not engaged in part-time practice or employed in a dental
215 administrative or teaching capacity for which remuneration is received.
216
 - 217 3. If previously a member of this academy for a minimum of 15 years, have
218 paid all dues and assessments through the calendar year in which
219 application for Retired membership is made. Retired members shall be
220 exempt from payment of Academy dues.
221
- 222 Section 10. PRIVILEGES:
223
- 224 1. **ACTIVE** and **LIFE** members shall be eligible to:
225
- 226 a. Attend all meetings of the Academy
 - 227 b. Vote on all issues brought before the membership
 - 228 c. Hold office and serve on committees

- 229 d. Receive copies of all general membership communications and
230 publication, including the Academy roster
231
- 232 2. **INTERNATIONAL AND ASSOCIATE** members shall be eligible to:
233 a. Serve as consultants to committees, but not vote or hold office
234 b. Attend all meetings of the Academy
235 c. Receive copies of all general membership communications and
236 publications, including the Academy roster
237
- 238 3. **STUDENT** members shall be eligible to:
239 a. Serve as consultants to committees, but not vote or hold office
240 b. Attend all meetings of the Academy
241 c. Receive copies of all general membership communications and
242 publication, including the Academy roster
243
- 244 4. **RETIRED** members shall be eligible to:
245 a. Serve as consultants to committees, but not vote or hold office
246 b. Attend all meetings of the Academy
247 c. Receive at no fee copies of all general membership
248 communications and may receive other publications and roster on
249 a fee per item basis as determined by the Board of Directors
250
- 251 5. **AFFILIATE** members shall be eligible to:
252 a. Serve as consultants to committees, but not vote or hold office.
253 b. Attend all meetings of the Academy.
254 c. Receive copies of all general membership communications and
255 publications.
256
- 257 6. **HONORARY** members shall be eligible to:
258 a. Serve as consultants to committees, but not vote or hold office
259 b. Attend all meetings of the Academy
260 c. Receive copies of all general membership communications and
261 publication, including the Academy roster.
262

263 Section 11. APPLICATION PROCEDURE:
264

- 265 1. Applications for all categories of membership shall be submitted to the
266 Executive Director in such form as the Academy may designate.
267
- 268 2. The appropriate dues and application fees for the category of membership
269 for the current fiscal year shall become payable with the application for
270 membership and shall be paid to the Executive Director of the Academy.
271 In the event the application for membership is not approved, the dues will
272 be refunded.
273

- 274 3. Upon receipt of the application for membership the Executive Director
275 shall review the applicant's qualifications to assure that they conform to
276 the respective requirements for membership as set forth in this Chapter.
277
- 278 4. Applications for all membership categories and all recommendations for
279 **HONORARY** membership shall be delivered to the Membership and
280 Credentials Committee for appraisal and action. Applications for all
281 categories of membership except **HONORARY** shall be granted
282 provisional membership upon satisfactory completion of the application.
283 This membership shall become final following an affirmative vote of a
284 majority of the Board of Directors voting at any scheduled meeting of the
285 Board. The Board may vote on applications for **HONORARY**
286 membership at any scheduled meeting of the Board.
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- 288 5. **STUDENT** membership will be granted following the completion of the
289 application, and recommendation of the Membership and Credentials
290 committee.
291
- 292 6. Each new member shall be furnished a copy of the Academy Constitution
293 and Bylaws.
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296 **ARTICLE X. SUSPENSION OR EXPULSION OF MEMBERS**
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- 298
- 299 Section 1. Members may be suspended or expelled for failure to pay dues appropriate
300 for their membership category. Any member in default of payment of
301 dues shall be suspended ipso facto from all privileges of membership.
302 Failure to pay dues by March 31st of any year will automatically terminate
303 membership.
304
- 305 Section 2. A member whose membership has been terminated by operation of any of
306 the foregoing provisions, may be restored to membership by application to
307 be accompanied by a reinstatement fee in the amount of one (1) year's
308 dues and payment of all assessments, made during the time the
309 membership was in lapse, together with documented evidence that the
310 delinquency or delinquencies that effected the termination of membership
311 have been fully corrected.
312
- 313 Section 3. Any member may be removed from membership by a three-fourth vote of
314 the Board of Directors at any general or special meeting of the Board
315 called for that purpose, for unethical conduct in his practice, research or
316 teaching or upon his conviction of a felony, or for other conduct involving
317 moral turpitude.
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320 **ARTICLE XI. FISCAL YEAR**

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323 The fiscal year for the Academy shall begin on June 1st and terminate on May 31st of
324 each year. The records of the Academy shall be audited each year immediately prior to
325 the 1st day of June by a person or persons designated by the President, and a report shall
326 be presented to the Board of Directors at the meeting of the general session.
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328 **ARTICLE XII. MEETINGS OF THE ACADEMY**

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332 Section 1. A meeting of the Academy shall be held annually at a time and place
333 selected and announced by the Board of Directors.
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335 Section 2. Notice of any annual meeting shall be given to each member in writing at
336 least thirty (30) days prior to the meeting.
337
338 Section 3. The Board of Directors shall be primarily responsible for the agenda of the
339 annual meeting.
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341 Section 4. Meeting shall be open to members of the Academy and approved guests as
342 set forth in Chapter IV, Section 5 of the Bylaws.
343
344 Section 5. Guests are those individuals who are not applicants nor eligible for
345 membership and who would contribute to the Academy's objectives by
346 being present, or other persons the Academy may wish to invite. A
347 member of the Academy may bring a guest to the Annual Meeting, but he
348 shall be limited to one (1) visit every three (3) years. A request for guest
349 attendance shall be submitted to the Secretary-Treasurer at least thirty (30)
350 days prior to the meeting date. The Secretary-Treasurer shall be
351 empowered to approve processing of guest applications except where
352 qualifications are questionable. In such cases, the Membership and
353 Credentials Committee must approve the application.
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355 **ARTICLE XIII. VOTINGS AND ELECTIONS**

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359 Only Active and Life Members of the Academy shall, at every meeting of the
360 membership, be entitled to one (1) vote in person upon each subject properly submitted
361 for a vote. Election of officers and members of the Board of Directors shall be held
362 annually. An officer and member of the Board of Directors shall be duly elected when he
363 or she receives a majority of the votes cast at an election.
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366 **ARTICLE XIV. OFFICERS AND DIRECTORS**

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- Section 1. The business, property and affairs of this Academy shall be managed by a Board of Directors.
- Section 2. No voting member of the Board of Directors shall receive any compensation from the FAPD, other than reimbursement for incurred expenses. The members of the Board of Directors of the FAPD shall not be personally liable for its debts, liabilities, or other obligations.
- Section 3. The elected officers of the Academy shall consist of the:
1. President
 2. Vice-President
 3. Secretary-Treasurer
- All but the president shall be elected at the annual election to be held during the annual meeting of the Academy. The Vice-President automatically assumes the office of the President at the next annual meeting following election to Vice-President.
- Section 4. Nominations for the respective offices shall be made by a Nominating Committee consisting of the President and the two (2) most recent living Past-Presidents, the most senior Past-President serving as chairperson.
- Section 5. The officers shall be elected for a term of one (1) year and shall continue in office until their respective successors are elected and assume the responsibilities of office.
- Section 6. The Board of Directors shall consist of the President, Vice-President, Secretary-Treasurer and the immediate past President. The Executive Director, Membership Director and the FAPD Director to the SSPD shall serve as ex-officio members of the Board without vote.
- Section 7. The Executive Director shall be nominated by the Nominating Committee and approved by a majority vote of the members of the Board of Directors. The Executive Director will be a paid position. Remuneration is to be decided upon by the Board of Directors. The Executive Director shall be elected for a term of three (3) years and automatically renewed unless notice is delivered by either party to the other within thirty days of the Board of Directors meeting immediately preceding the annual meeting.
- Section 8. The FAPD Director to the Southeastern Society of Pediatric Dentistry (SSPD) Board of Directors shall be appointed by a majority vote of the FAPD Board of Directors. The FAPD Director to the SSPD shall serve a term of three (3) years.

- 412 Section 9. The FAPD Membership Director shall be appointed by a majority vote of
413 the Board of Directors. The FAPD Membership Director shall serve a
414 term of three (3) years.
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- 417 Section 10. The Board of Directors shall have, and exercise the authority of the
418 Academy in the management and the business of the Academy between
419 meetings of the general membership. Each of the Directors shall have one
420 vote in issues presented to the Board members unless specifically
421 prohibited by these bylaws. Furthermore, the Board of Directors shall
422 review annually the budget, review and approve contracts of the Academy
423 unless such approval of said contracts is specified elsewhere in these
424 bylaws, and conduct an annual review of the office of the Executive
425 Director.
426
- 427 Section 11. Vacancies which occur among the said officers or Directors shall be filled
428 through appointment by a majority vote of the remaining members of the
429 Board of Directors. Each person so elected to fill a vacancy shall remain a
430 Director until the expiration of the vacated term of office. A Director who
431 has filled an unexpired term shall be eligible to be elected to serve a full-
432 term. The Board of Directors of this Academy shall have the power to fill
433 any other vacancies and to appoint such other officers and agents as the
434 Board of Directors may deem necessary for the transaction of the business
435 of the Academy.
436
- 437 Section 12. Any officer or agent may be removed by the Board of Directors, following
438 a hearing, by a two-thirds (2/3) vote of the Board of Directors, whenever
439 the interest of the Academy is best served.
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441 **ARTICLE XV. DUTIES OF THE OFFICERS**

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- 445 Section 1. **PRESIDENT:** The duties of the President shall be to:
- 446 1. Serve as the chief executive officer and official representative of this
447 Academy in its contracts with government, civic, business, and
448 professional organizations for the purpose of advancing the objectives
449 and policies of this Academy
 - 450 2. Serve as Chair of the Board of Directors
 - 451 3. Serve as the presiding officer of the meetings of the General
452 Membership
 - 453 4. Present an ad interim newsletter to the general membership and annual
454 report to the Board of Directors
 - 455 5. Present to the General Membership at its annual meeting a report on
456 the activities of the Board of Directors, as well as such matters deemed
457 of importance to the Academy

- 458 6. Call special meetings of the Board of Directors and the Executive
459 Committee
460 7. Nominate all appointments subject to approval of the Board of
461 Directors, except as otherwise provided in these Bylaws
462 8. Nominate individuals to fill any vacancy on the Board of Directors and
463 to fill all other vacancies not provided in these Bylaws
464 9. Upon expiration of the term of office as President serve as a member of
465 the Board of Directors for the following one (1) year, as a member
466 of the Board of Directors for the following one (1) year and as
467 a member of the Nominating Committee for the following three (3)
468 years
469 10. Serve as an advisory member and ex-officio of all committees
470 11. Perform such other duties as may be provided in these Bylaws
471

472 Section 2.

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

- 473 1. Serve as a member of the Board of Directors and the Executive
474 Committee
475 2. Succeed to the office of President without other election at the next
476 annual meeting of the Academy following election as Vice-President
477 3. Assume the duties of President in case of the latter's absence,
478 disability, resignation or death
479 4. Preside when it is necessary for the President to leave the chair
480 5. Serve as Chair of the Budget and Finance Committee
481 6. Serve as a consultant to all committees
482 7. Serve as Chair of the Board of Censors
483 8. Perform such other duties as may be provided in these Bylaws or as
484 directed by the President or the Board of Directors
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486 Section 3.

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

- 487 1. Serve as a member of the Board of Directors and the Executive
488 Committee
489 2. Serve as Secretary to the Board of Directors
490 3. Serve as a member of the Budget and Finance Committee
491 4. Maintain oversight of all monies, securities, and deeds belonging to
492 the Academy, in conjunction with the Executive Director
493 5. Review the annual audit of the funds of the Academy
494 6. Serve until a successor is elected and installed.
495 7. Upon expiration of the term of office as President serve as a member
496 of the Board of Directors for the following one (1) year.
497 8. Perform the duties of the Vice-President in the event of temporary or
498 permanent vacancy in that office as provided in these Bylaws
499 9. Perform such other duties as may be provided in these Bylaws or as
500 directed by the President or the Board of Directors
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- 504 Section 4. The **EXECUTIVE DIRECTOR** shall:
- 505 1. Be nominated by the Nominating Committee and
 - 506 appointed by majority approval of the Board of Directors
 - 507 2. Serve as the administrative head of the Central Office of the
 - 508 Academy and all its branches
 - 509 3. Engage all employees for the Central Office according to
 - 510 established administrative procedure
 - 511 4. Serve as custodian of all monies, securities, and deeds belonging to
 - 512 the Academy and to hold, invest and disburse these subject to the
 - 513 direction of the Board of Directors
 - 514 5. Prepare a preliminary budget annually and submit it to the Budget
 - 515 and Finance Committee for review
 - 516 6. Serve as a member of the Budget and Finance Committee
 - 517 7. Contract with the American Academy of Pediatric Dentistry's
 - 518 Membership Services for annual membership dues collection and
 - 519 remittance of collections to FAPD Treasury. Dues cycle is July 1
 - 520 to June 30.
 - 521 8. Notify all members in arrears, on or before June 15 that they
 - 522 will be automatically dropped from membership unless dues are
 - 523 paid by July 1. Make an annual detailed written report
 - 524 including therein the names of all members in arrears and those
 - 525 dropped from membership
 - 526 9. Prepare an ad interim and annual report on the activities of the
 - 527 Central Office to the Board of Directors
 - 528 10. Perform such other duties as may be provided in these Bylaws or
 - 529 as directed by the President or the Board of Directors

- 530
- 531 Section 5. The Membership Director shall:
- 532 1. Be appointed by the President and serve as an ex-officio
 - 533 member of the Board of Directors.
 - 534 2. Be in charge of publicity and public relations for the FAPD.
 - 535 3. Contact new and prospective members for the FAPD.
 - 536 4. Keep on file the names and address of all members.
 - 537 5. Submit an annual report to the Board of Directors of membership
 - 538 in the FAPD
 - 539 6. Serve until a successor is newly appointed.

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542 **ARTICLE XVI. ELECTION AND INSTALLATION OF OFFICERS**

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- 545 Section 1. The officers of the Academy shall be elected during the annual meeting of
- 546 the Academy. Nominees for the several offices shall be presented to the
- 547 membership by the Nominating Committee, which shall submit a nominee
- 548 for each office. Nominations shall also be permitted from the floor.
- 549

550 Section 2. All elective officers shall require, for election, a simple majority of the
551 votes of those members present and voting. In the event the initial
552 balloting does not result in a majority, the two (2) nominees receiving the
553 highest number of votes shall have a run-off election to establish a simple
554 majority. In each case that the initial balloting does not result in
555 a clear-cut first and second choice, numerically, and the same number of
556 votes are cast for either first or second place nominees, a run-off election
557 shall be held involving all first and second place nominees to establish the
558 election by a simple majority.

560 Section 3. The installation of officers shall be conducted at the annual meeting of the
561 members.

564 ARTICLE XVII. COMMITTEES

566
567 Section 1. **STANDING COMMITTEES**
568 The following standing committees, who shall report directly to the Board
569 of Directors and whose duties and responsibilities are designated below,
570 are constituted. Except where otherwise specified herein, the President
571 shall appoint standing committees and chairs.

572
573 1. **BUDGET AND FINANCE COMMITTEE:** The **Budget and Finance**
574 **Committee**, shall consist of the Vice-President, Secretary-Treasurer, Immediate
575 Past-President and the Executive Director who shall serve as an ex officio
576 member without vote. The Secretary-Treasurer shall serve as the chair. The
577 committee shall review the budget and finances of the Academy, and make
578 recommendations to the Board of Directors for their approval.

579
580 2. **CONSTITUTION AND BYLAWS COMMITTEE:** The **Constitution and**
581 **Bylaws Committee** shall consist of the Vice-President, who shall serve as chair
582 of the committee, and two (2) members appointed by the President to which all
583 proposed amendments to these Bylaws shall be referred for study and
584 recommendation. Proposed amendments recommended for adoption shall be
585 certified to the Secretary for formal notification of the members, as provided in
586 Chapter XII of these Bylaws. Thereafter, the Chair of the Committee shall
587 present such amendment to the Academy for adoption at the next annual
588 meeting.

589
590 3. **NOMINATING COMMITTEE:** The **Nominating Committee** consisting of the
591 President and the two (2) most recent living Past-Presidents, the most senior Past-
592 President serving as chair, shall select nominees from the eligible membership for
593 the offices of Vice-President and Secretary-Treasurer.

594

- 595 4. **CONTINUING EDUCATION MEETING COMMITTEE: A Continuing**
596 **Education Meeting Committee** shall consist of the Vice President, a General CE
597 Meeting Chair, the Chair of the CE Scientific Program Subcommittee, and Chair
598 of the Course Local Arrangements Subcommittee. The Executive Director shall
599 serve ex officio without vote. It shall be the duty of the committee to develop the
600 programs and local arrangements for the continuing education courses of the
601 Academy. The recommendations of the committee shall be presented to the
602 Board of Directors for approval. It shall be the committee's further duty to
603 coordinate and be responsible on a year to year basis for the continuing education
604 programs of the Academy. There shall be two (2) subcommittees of this
605 committee as follows:
- 606 a. **CE Scientific Program Subcommittee:** The President shall appoint a
607 chair of the subcommittee. It shall be the responsibility of the committee to
608 develop and arrange, with the approval of the Board of Directors, programs
609 for the continuing education activities of the Academy.
 - 610 b. **Course Local Arrangements Subcommittee:** The President shall appoint a
611 chair of the subcommittee. It shall be the responsibility of the committee to
612 work with the General CE Meeting Chair in arranging the hotel, registration,
613 hospitality, commercial exhibitors and other functions of the meeting.
- 614 The President shall appoint, for a three year term, a General C.E. Meeting Chair.
615 The chair may be reappointed an unlimited number of times. The General CE
616 Meeting Chair shall be responsible for the overall coordination of all continuing
617 education courses of the Academy.
- 618
- 619 5. **MEMBERSHIP AND CREDENTIALS COMMITTEE: A Membership and**
620 **Credentials Committee** shall consist of the Membership Director, who shall
621 serve as the Chair, Secretary-Treasurer and three (3) members appointed by the
622 President. The President shall appoint one (1) member each year for a three (3)
623 year term. The chair shall be appointed by the President. It shall be the duty of
624 this committee to determine the qualifications for membership in the Academy,
625 subject to the provisions of the Articles of Incorporation and the Constitution and
626 Bylaws of the Academy, it shall receive and pass upon recommendations for
627 membership at the annual meeting and shall notify the applicant, in writing, of the
628 action of the Board of Directors.
- 629
- 630 6. **BOARD OF CENSORS: A Board of Censors** consisting of two (2) active
631 members, appointed by the President, plus the Vice-President of the Academy,
632 who shall serve as chair. The duties of the committee shall be to pass upon all
633 complaints or charges of unethical or improper conducted lodged against
634 members of the Academy, all actions for expulsion of members and all other
635 matters as may be delegated to it by the Board of Directors. Its function shall be
636 to hear charges against any member and to recommend action, which it deems
637 appropriate, to the Board of Directors.
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640 7. **ANESTHESIA COMMITTEE:** An **Anesthesia Committee** shall consist of
641 three (3) members. The president shall appoint one member as chair. The
642 purpose of the committee shall be to aid in protecting the children in the State of
643 Florida thru:
644 a. evaluating advances in the use of anesthetics and sedative agents as they are
645 developed and presented to the dental profession,
646 b. monitoring legislative and regulatory events happening within the State
647 pertaining to the administration of anesthesia in the practice of
648 dentistry.
649 c. advising the Board of Directors regarding such issues, and recommending
650 possible responses to the issues as they are brought up.
651 d. speaking on behalf of the Academy regarding such issues when specifically
652 directed to do so by the President.

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654
655 8. **LEGISLATIVE COMMITTEE:** A **Legislative Committee** shall consist of
656 two (2) members. The president shall appoint one member as chair. The
657 Executive Director shall serve as an ex-officio member of this committee. The
658 purpose of this committee shall be:
659 a. to attend the meetings of the Florida State Board of Dentistry (the Board) on
660 behalf of the Academy.
661 b. to advise the Board of Directors on issues brought before the Board that
662 pertain to the practice of Pediatric Dentistry, and to recommend possible
663 responses to the issues as they are brought up.
664 c. to speak on behalf of the Academy at meetings of the Board regarding such
665 issues when specifically directed to do so by the President, or when requested
666 to do so by members of the Board during a meeting when communicating with
667 the president beforehand is not possible.
668 d. to act as a liaison between the Academy and the Florida Dental Association
669 regarding issues before the Board.
670 e. to serve in a professional manner so as to be an example of the members of
671 this Academy in their presence, conduct and communications to, and before,
672 the Board.

673
674 Section 2. **Special Committees**
675 The President may appoint special committees and chairs as deemed
676 necessary or as directed to do so by the Board of Directors.
677

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679 **ARTICLE XVIII. DUES, ASSESSMENTS AND FEES**
680

681
682 Section 1. The fee and due date for an application to any type of membership shall be
683 established by the Board of Directors and approved by the membership at
684 any regular or special meeting.
685

686 Section 2. The annual dues and their due date, for all categories of membership
687 affected shall be established by the Board of Directors and approved by
688 the membership at any regularly scheduled or special meeting called for
689 that purpose; providing at least thirty (30) days notice has been given to
690 the membership of such impending action. Dues for Postdoctoral Student,
691 Life, and Retired memberships are waived.

692
693 Section 3. Assessments may be levied upon the membership at any annual or special
694 meeting of the membership by a two-thirds (2/3) vote of the members
695 present, entitled to vote and voting.

696 697 698 **ARTICLE XIX. PROCEDURES** 699

700
701 Section 1. Amendments to the Constitution and Bylaws may be proposed by any
702 member and shall be submitted to the Secretary in written form, delivered
703 and dated at least sixty (60) days prior to the Annual Meeting. The
704 Secretary shall transmit the proposed amendment to the Constitution and
705 Bylaws Committee Chair within ten (10) days of receipt. Any proposed
706 amendment to the Constitution and Bylaws shall be submitted to the
707 membership no later than thirty (30) days prior to the annual meeting or at
708 a special meeting called for such purposes.

709
710 Section 2. The Constitution and/or Bylaws may be repealed or amended by a two-
711 thirds (2/3) vote of the members present and entitled to vote and voting at
712 any annual meeting of this Academy, or these Bylaws may be repealed or
713 amended at a special meeting called for such purpose, provided, however,
714 that due notice of the proposed amendment shall have been mailed to each
715 of the members of the Academy at least thirty (30) days prior to such
716 action. The Constitution and/or Bylaws may be amended or repealed at
717 any annual meeting without prior notice of the proposed amendment, by
718 the unanimous vote of the members present, entitled to vote and voting.

719
720 Section 3. The parliamentary procedures of the Academy shall be governed by the
721 current edition of **Sturgis Standard Code of Parliamentary Procedures.**

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