

1 **FLORIDA ACADEMY OF PEDIATRIC DENTISTRY**  
2 **CONSTITUTION AND BYLAWS<sup>1</sup>**  
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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\*.  
31

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.  
35

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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<sup>1</sup> Revised June 13, 2003, June 15, 2007, ~~and~~ June 18, 2012 and January 2018.

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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 an Executive Director,  
116 Membership Director, **Public Policy Advocate**, and the Academy  
117 Representative to the Southeastern Society of Pediatric Dentistry (SSPD),  
118 each designated and appointed by the Board of Directors as provided in  
119 Chapter VII of the Bylaws, **except for the Public Policy Advocate who**  
120 **shall be nominated by the Board of Directors and approved by the AAPD**  
121 **Council on Government Affairs.**  
122

123 Section 3. The Board of Directors of this Academy shall be the elective officers, ~~and~~  
124 the immediate past-president, **and five regional representatives**. The  
125 Executive Director, Membership Director and the Academy Director to  
126 the SSPD shall serve as ex-officio members of the Board without vote.  
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129 **ARTICLE VII. MEETINGS OF THE ACADEMY**  
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132 There will be a meeting of the Academy held annually in accordance with Chapter IV of  
133 the Bylaws.  
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~~ARTICLE VIII. AMENDMENT~~

~~This constitution may be amended by an affirmative vote of two-thirds of the active members present and voting at any annual meeting of the Academy, or at any special meeting called for this purpose, provided that the proposal to amend shall have been mailed to the membership at least 30 days prior to the meeting.~~

**ARTICLE VIII. MEMBERSHIP**

Section 1. There shall be eight (8) categories of membership: Active, Associate, International, Affiliate, Postdoctoral Student, Friend, Life, and Retired.

Section 2. ACTIVE: An ethical pediatric dentist may be considered for Active membership provided the applicant:

1. Is actively involved in the exclusive practice and/or research and/or teaching of and/or administration in an educational institution within the geographic confines of the State of Florida.
2. Meets the educational requirements of the American Dental Association for the announcement of ethical practice in pediatric dentistry.
3. Is a member of, and maintains membership in the American Academy of Pediatric Dentistry.

Section 3. ASSOCIATE: This category of membership is available, upon application, to the following individuals:

1. Practicing pediatric dentists who meet the educational requirements of the American Dental Association for the announcement of ethical practice in pediatric dentistry, who live in United States, but do not reside within the geographic confines of the State of Florida, 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

Section 4. INTERNATIONAL: This category of membership is available as an option for all pediatric dentists who meet the qualifications established for

182 Active membership as outlined in Chapter 1, Section 2 who practice,  
183 teach, or do research outside the United States.  
184

185 Section 5. AFFILIATE: Is an ethically announced general practitioner who expresses  
186 a desire to treat children as a part of their practice, and whose interests are  
187 consistent with the overall mission of this Academy.  
188

189 Section 6. POSTDOCTORAL STUDENT: A Postdoctoral Student member shall be  
190 an individual who:  
191

192 1. Is either a full-time or part-time postdoctoral student enrolled in an  
193 educational program in pediatric dentistry that is accredited by the  
194 American Dental Association or its foreign equivalent.  
195

196 2. Student members shall be exempt from payment of Academy dues.  
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198 Section 7. FRIEND: This category of membership is available, upon application  
199 to all other individuals whose interests are consistent with the mission of  
200 the Academy.  
201

202 Section 8. LIFE: This category of membership is available to Active members who  
203 have been members in good standing of the Academy for thirty (30)  
204 consecutive years, have reached the age of sixty-five (65) years, continue  
205 to fulfill the provisions set forth in Chapter 1, Section 2, and have paid all  
206 dues and assessments through the calendar year in which application for  
207 Life membership is made. Life members shall be exempt from payment  
208 of Academy dues.  
209

210 Section 9. RETIRED: This category of membership is available to former ethically  
211 announced pediatric dentists who:  
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213 1. Have voluntarily and completely retired from dental practice, teaching,  
214 and/or administration,  
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216 2. Are not engaged in part-time practice or employed in a dental  
217 administrative or teaching capacity for which remuneration is received.  
218

219 3. If previously a member of this academy for a minimum of 15 years, have  
220 paid all dues and assessments through the calendar year in which  
221 application for Retired membership is made. Retired members shall be  
222 exempt from payment of Academy dues.  
223

224 Section 10. PRIVILEGES:  
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226 1. **ACTIVE** and **LIFE** members shall be eligible to:  
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- 228 a. Attend all meetings of the Academy  
229 b. Vote on all issues brought before the membership  
230 c. Hold office and serve on committees  
231 d. Receive copies of all general membership communications and  
232 publication, including the Academy roster  
233
- 234 2. **INTERNATIONAL AND ASSOCIATE** members shall be eligible to:  
235 a. Serve as consultants to committees, but not vote or hold office  
236 b. Attend all meetings of the Academy  
237 c. Receive copies of all general membership communications and  
238 publications, including the Academy roster  
239
- 240 3. **STUDENT** members shall be eligible to:  
241 a. Serve as consultants to committees, but not vote or hold office  
242 b. Attend all meetings of the Academy  
243 c. Receive copies of all general membership communications and  
244 publication, including the Academy roster  
245
- 246 4. **RETIRED** members shall be eligible to:  
247 a. Serve as consultants to committees, but not vote or hold office  
248 b. Attend all meetings of the Academy  
249 c. Receive at no fee copies of all general membership  
250 communications and may receive other publications and roster on  
251 a fee per item basis as determined by the Board of Directors  
252
- 253 5. **AFFILIATE** members shall be eligible to:  
254 a. Serve as consultants to committees, but not vote or hold office.  
255 b. Attend all meetings of the Academy.  
256 c. Receive copies of all general membership communications and  
257 publications.  
258
- 259 6. **HONORARY** members shall be eligible to:  
260 a. Serve as consultants to committees, but not vote or hold office  
261 b. Attend all meetings of the Academy  
262 c. Receive copies of all general membership communications and  
263 publication, including the Academy roster.  
264

265 Section 11. APPLICATION PROCEDURE:

- 266
- 267 1. Applications for all categories of membership shall be submitted to the  
268 Executive Director in such form as the Academy may designate.  
269
- 270 2. The appropriate dues and application fees for the category of membership  
271 for the current fiscal year shall become payable with the application for  
272 membership and shall be paid to the Executive Director of the Academy.

- 273 In the event the application for membership is not approved, the dues will  
274 be refunded.  
275
- 276 3. Upon receipt of the application for membership the Executive Director  
277 shall review the applicant's qualifications to assure that they conform to  
278 the respective requirements for membership as set forth in this Chapter.  
279
- 280 4. Applications for all membership categories and all recommendations for  
281 **HONORARY** membership shall be delivered to the Membership and  
282 Credentials Committee for appraisal and action. Applications for all  
283 categories of membership except **HONORARY** shall be granted  
284 provisional membership upon satisfactory completion of the application.  
285 This membership shall become final following an affirmative vote of a  
286 majority of the Board of Directors voting at any scheduled meeting of the  
287 Board. The Board may vote on applications for **HONORARY**  
288 membership at any scheduled meeting of the Board.  
289
- 290 5. **STUDENT** membership will be granted following the completion of the  
291 application, and recommendation of the Membership and Credentials  
292 committee.  
293
- 294 6. Each new member shall be furnished a copy of the Academy Constitution  
295 and Bylaws.  
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298 **ARTICLE IX. SUSPENSION OR EXPULSION OF MEMBERS**  
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- 301 Section 1. Members may be suspended or expelled for failure to pay dues appropriate  
302 for their membership category. Any member in default of payment of  
303 dues shall be suspended ipso facto from all privileges of membership.  
304 Failure to pay dues by March 31st of any year will automatically terminate  
305 membership.  
306
- 307 Section 2. A member whose membership has been terminated by operation of any of  
308 the foregoing provisions, may be restored to membership by application to  
309 be accompanied by a reinstatement fee in the amount of one (1) year's  
310 dues and payment of all assessments, made during the time the  
311 membership was in lapse, together with documented evidence that the  
312 delinquency or delinquencies that effected the termination of membership  
313 have been fully corrected.  
314
- 315 Section 3. Any member may be removed from membership by a three-fourth vote of  
316 the Board of Directors at any general or special meeting of the Board  
317 called for that purpose, for unethical conduct in his practice, research or

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

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322 **ARTICLE X. FISCAL YEAR**  
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325 The fiscal year for the Academy shall begin on June 1st and terminate on May 31st of  
326 each year. The records of the Academy shall be audited each year immediately prior to  
327 the 1st day of June by a person or persons designated by the President, and a report shall  
328 be presented to the Board of Directors at the meeting of the general session.  
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331 **ARTICLE XI. MEETINGS OF THE ACADEMY**  
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333  
334 Section 1. A meeting of the Academy shall be held annually at a time and place  
335 selected and announced by the Board of Directors.  
336

337 Section 2. Notice of any annual meeting shall be given to each member in writing at  
338 least thirty (30) days prior to the meeting.  
339

340 Section 3. The Board of Directors shall be primarily responsible for the agenda of the  
341 annual meeting.  
342

343 Section 4. Meeting shall be open to members of the Academy and approved guests as  
344 set forth in Chapter IV, Section 5 of the Bylaws.  
345

346 Section 5. Guests are those individuals who are not applicants nor eligible for  
347 membership and who would contribute to the Academy's objectives by  
348 being present, or other persons the Academy may wish to invite. A  
349 member of the Academy may bring a guest to the Annual Meeting, but he  
350 shall be limited to one (1) visit every three (3) years. A request for guest  
351 attendance shall be submitted to the Secretary-Treasurer at least thirty (30)  
352 days prior to the meeting date. The Secretary-Treasurer shall be  
353 empowered to approve processing of guest applications except where  
354 qualifications are questionable. In such cases, the Membership and  
355 Credentials Committee must approve the application.  
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358 **ARTICLE XII. VOTINGS AND ELECTIONS**  
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361 Only Active and Life Members of the Academy shall, at every meeting of the  
362 membership, be entitled to one (1) vote in person upon each subject properly submitted  
363 for a vote. Election of officers and members of the Board of Directors shall be held



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

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368 **ARTICLE XIII. OFFICERS AND DUTIES OF THE BOARD OF DIRECTORS**  
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370  
371 Section 1. The business, property and affairs of this Academy shall be managed by a  
372 Board of Directors.

373  
374 Section 2. No voting member of the Board of Directors shall receive any  
375 compensation from the FAPD, other than reimbursement for incurred  
376 expenses. The members of the Board of Directors of the FAPD shall not  
377 be personally liable for its debts, liabilities, or other obligations.  
378

379 Section 3. The elected officers of the Academy shall consist of the:

- 380 1. President
- 381 2. Vice-President
- 382 3. Secretary-Treasurer

383 All but the president shall be elected at the annual election to be held  
384 during the annual meeting of the Academy. The Vice-President  
385 automatically assumes the office of the President at the next annual  
386 meeting following election to Vice-President.  
387

388 Section 4. Nominations for the respective offices shall be made by a Nominating  
389 Committee consisting of the President and the two (2) most recent living  
390 Past-Presidents, the most senior Past-President serving as chairperson.  
391

392 Section 5. The officers shall be elected for a term of one (1) year and shall continue  
393 in office until their respective successors are elected and assume the  
394 responsibilities of office.  
395

396 Section 6. The Board of Directors shall consist of the President, Vice-President,  
397 Secretary-Treasurer, ~~and~~ the immediate past President **and five regional**  
398 **representatives**. The Executive Director, Membership Director and the  
399 FAPD Director to the SSPD shall serve as ex-officio members of the  
400 Board without vote.  
401

402 Section 7. The Executive Director shall be nominated by the Nominating Committee  
403 and approved by a majority vote of the members of the Board of Directors.  
404 The Executive Director will be a paid position. Remuneration is to be  
405 decided upon by the Board of Directors. The Executive Director shall be  
406 elected for a term of three (3) years and automatically renewed unless  
407 notice is delivered by either party to the other within thirty days of the  
408 Board of Directors meeting immediately preceding the annual meeting.  
409

410 Section 8. The FAPD Director to the Southeastern Society of Pediatric Dentistry  
411 (SSPD) Board of Directors shall be appointed by a majority vote of the  
412 FAPD Board of Directors. The FAPD Director to the SSPD shall serve a  
413 term of three (3) years.  
414

415 Section 9. The FAPD Membership Director shall be appointed by a majority vote of  
416 the Board of Directors. The FAPD Membership Director shall serve a  
417 term of three (3) years.  
418

419 Section 10. There shall be five (5) regional representatives serving on the Board of  
420 Directors, one from each of the following geographic regions of the state:  
421 North Florida/Panhandle, West Coast, East Coast, Central Florida, and  
422 South Florida. Regional representatives shall be appointed by the  
423 incoming President and serve a one year term.  
424

425 Section 11. The Board of Directors shall have, and exercise the authority of the  
426 Academy in the management and the business of the Academy between  
427 meetings of the general membership. Each of the Directors shall have one  
428 vote in issues presented to the Board members unless specifically  
429 prohibited by these bylaws. Furthermore, the Board of Directors shall  
430 review annually the budget, review and approve contracts of the Academy  
431 unless such approval of said contracts is specified elsewhere in these  
432 bylaws, and conduct an annual review of the office of the Executive  
433 Director.  
434

435 Section 12. Vacancies which occur among the said officers or Directors shall be filled  
436 through appointment by a majority vote of the remaining members of the  
437 Board of Directors. Each person so elected to fill a vacancy shall remain a  
438 Director until the expiration of the vacated term of office. A Director who  
439 has filled an unexpired term shall be eligible to be elected to serve a full-  
440 term. The Board of Directors of this Academy shall have the power to fill  
441 any other vacancies and to appoint such other officers and agents as the  
442 Board of Directors may deem necessary for the transaction of the business  
443 of the Academy.  
444

445 Section 13. Any officer or agent may be removed by the Board of Directors, following  
446 a hearing, by a two-thirds (2/3) vote of the Board of Directors, whenever  
447 the interest of the Academy is best served.  
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#### 450 **ARTICLE XIV. DUTIES OF THE OFFICERS**

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452  
453 Section 1. **PRESIDENT:** The duties of the President shall be to:  
454 1. Serve as the chief executive officer and official representative of this  
455 Academy in its contracts with government, civic, business, and

- 456 professional organizations for the purpose of advancing the objectives  
457 and policies of this Academy
- 458 2. Serve as Chair of the Board of Directors
  - 459 3. Serve as the presiding officer of the meetings of the General  
460 Membership
  - 461 4. Present an ad interim newsletter to the general membership and annual  
462 report to the Board of Directors
  - 463 5. Present to the General Membership at its annual meeting a report on  
464 the activities of the Board of Directors, as well as such matters deemed  
465 of importance to the Academy
  - 466 6. Call special meetings of the Board of Directors and the Executive  
467 Committee
  - 468 7. Nominate all appointments subject to approval of the Board of  
469 Directors, except as otherwise provided in these Bylaws
  - 470 8. Nominate individuals to fill any vacancy on the Board of Directors and  
471 to fill all other vacancies not provided in these Bylaws
  - 472 9. Upon expiration of the term of office as President serve as a member of  
473 the Board of Directors for the following one (1) year, as a member  
474 of the Board of Directors for the following one (1) year and as  
475 a member of the Nominating Committee for the following three (3)  
476 years
  - 477 10. Serve as an advisory member and ex-officio of all committees
  - 478 11. Perform such other duties as may be provided in these Bylaws

479  
480 Section 2.

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

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

493  
494 Section 3.

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

- 495 1. Serve as a member of the Board of Directors and the Executive  
496 Committee
- 497 2. Serve as Secretary to the Board of Directors
- 498 3. Serve as a member of the Budget and Finance Committee
- 499 4. Maintain oversight of all monies, securities, and deeds belonging to  
500 the Academy, in conjunction with the Executive Director  
501

- 502 5. Review the annual audit of the funds of the Academy  
503 6. Serve until a successor is elected and installed.  
504 7. Upon expiration of the term of office as President serve as a member  
505 of the Board of Directors for the following one (1) year.  
506 8. Perform the duties of the Vice-President in the event of temporary or  
507 permanent vacancy in that office as provided in these Bylaws  
508 9. Perform such other duties as may be provided in these Bylaws or as  
509 directed by the President or the Board of Directors  
510

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

- 512 1. Be nominated by the Nominating Committee and  
513 appointed by majority approval of the Board of Directors  
514 2. Serve as the administrative head of the Central Office of the  
515 Academy and all its branches  
516 3. Engage all employees for the Central Office according to  
517 established administrative procedure  
518 4. Serve as custodian of all monies, securities, and deeds belonging to  
519 the Academy and to hold, invest and disburse these subject to the  
520 direction of the Board of Directors  
521 5. Prepare a preliminary budget annually and submit it to the Budget  
522 and Finance Committee for review  
523 6. Serve as a member of the Budget and Finance Committee  
524 7. Contract with the American Academy of Pediatric Dentistry's  
525 Membership Services for annual membership dues collection and  
526 remittance of collections to FAPD Treasury. Dues cycle is July 1  
527 to June 30.  
528 8. Notify all members in arrears, on or before June 15 that they  
529 will be automatically dropped from membership unless dues are  
530 paid by July 1. Make an annual detailed written report  
531 including therein the names of all members in arrears and those  
532 dropped from membership  
533 9. Prepare an ad interim and annual report on the activities of the  
534 Central Office to the Board of Directors  
535 10. Perform such other duties as may be provided in these Bylaws or  
536 as directed by the President or the Board of Directors  
537

538 Section 5. The Membership Director shall:

- 539 1. Be appointed by the President and serve as an ex-officio  
540 member of the Board of Directors.  
541 2. Be in charge of publicity and public relations for the FAPD.  
542 3. Contact new and prospective members for the FAPD.  
543 4. Keep on file the names and address of all members.  
544 5. Submit an annual report to the Board of Directors of membership  
545 in the FAPD  
546 6. Serve until a successor is newly appointed.  
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**Section 6. PUBLIC POLICY ADVOCATE:** The duties of the Public Policy Advocate (PPA) shall be to:

1. Monitor all bills under consideration by the state legislature which affect children’s oral health and to make recommendations by written report at each meeting of the Board of Directors for Academy position and possible course of action on each bill.
2. Prepare, at the direction of the Board of Directors, written correspondence or other directives necessary to the public or private discourse in matters pertaining to children’s oral health policy and to provide written or oral testimony before state legislative committees, government agencies or legislative bodies in coordination with the Legislative Committee.
3. Submit, on a regular basis, articles for the Academy newsletter and/or website which inform and educate the membership on issues of public policy and oral health. Such articles shall also be shared with the American Academy of Pediatric Dentistry (AAPD) and may be reprinted in their publications (including website).
4. Attend meetings of the Board of Directors and provide a written report of activities and issues affecting children’s oral health.
5. Attend, at the direction of the Board of Directors, such meetings of other organization and bodies as necessary to effectively advocate children’s oral health issues, which may include but are not limited to meetings of the state dental board, oral health coalitions, state Medicaid agency, and state dental association (including its House of Delegates).
6. Attend PPA training sessions/workshops offered by the AAPD.
7. Attend the AAPD’s annual Public Policy Advocacy Conference.
8. Assist the AAPD’s Pediatric Oral Health Research and Policy Center with projects by responding to requests for information.
9. Provide an annual written report to the AAPD.

**ARTICLE XV. ELECTION AND INSTALLATION OF OFFICERS**

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

**Section 2.** All elective officers shall require, for election, a simple majority of the votes of those members present and voting. In the event the initial balloting does not result in a majority, the two (2) nominees receiving the highest number of votes shall have a run-off election to establish a simple majority. In each case that the initial balloting does not result in

594 a clear-cut first and second choice, numerically, and the same number of  
595 votes are cast for either first or second place nominees, a run-off election  
596 shall be held involving all first and second place nominees to establish the  
597 election by a simple majority.

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599 Section 3. The installation of officers shall be conducted at the annual meeting of the  
600 members.

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## ARTICLE XVI. COMMITTEES

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606 Section 1. **STANDING COMMITTEES**

607 The following standing committees, who shall report directly to the Board  
608 of Directors and whose duties and responsibilities are designated below,  
609 are constituted. Except where otherwise specified herein, the President  
610 shall appoint standing committees and chairs.

611

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

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619 2. ~~**CONSTITUTION AND BYLAWS COMMITTEE:**~~ The ~~**Constitution and**~~  
620 ~~**Bylaws Committee**~~ shall consist of the Vice-President, who shall serve as chair  
621 of the committee, and two (2) members appointed by the President to which all  
622 proposed amendments to these Bylaws shall be referred for study and  
623 recommendation. Proposed amendments recommended for adoption shall be  
624 certified to the Secretary for formal notification of the members, as provided in  
625 Chapter XII of these Bylaws. Thereafter, the Chair of the Committee shall  
626 present such amendment to the Academy for adoption at the next annual  
627 meeting.

628

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

633

634 4. **CONTINUING EDUCATION MEETING COMMITTEE:** A **Continuing**  
635 **Education Meeting Committee** shall consist of the Vice President, a General CE  
636 Meeting Chair, the Chair of the CE Scientific Program Subcommittee, and Chair  
637 of the Course Local Arrangements Subcommittee. The Executive Director shall  
638 serve ex officio without vote. It shall be the duty of the committee to develop the  
639 programs and local arrangements for the continuing education courses of the

640 Academy. The recommendations of the committee shall be presented to the  
641 Board of Directors for approval. It shall be the committee's further duty to  
642 coordinate and be responsible on a year to year basis for the continuing education  
643 programs of the Academy. There shall be two (2) subcommittees of this  
644 committee as follows:

- 645 a. **CE Scientific Program Subcommittee:** The President shall appoint a  
646 chair of the subcommittee. It shall be the responsibility of the committee to  
647 develop and arrange, with the approval of the Board of Directors, programs  
648 for the continuing education activities of the Academy.
- 649 b. **Course Local Arrangements Subcommittee:** The President shall appoint a  
650 chair of the subcommittee. It shall be the responsibility of the committee to  
651 work with the General CE Meeting Chair in arranging the hotel, registration,  
652 hospitality, commercial exhibitors and other functions of the meeting.

653 The President shall appoint, for a three year term, a General C.E. Meeting Chair.  
654 The chair may be reappointed an unlimited number of times. The General CE  
655 Meeting Chair shall be responsible for the overall coordination of all continuing  
656 education courses of the Academy.

657  
658 5. **MEMBERSHIP AND CREDENTIALS COMMITTEE:** A **Membership and**  
659 **Credentials Committee** shall consist of the Membership Director, who shall  
660 serve as the Chair, Secretary-Treasurer and three (3) members appointed by the  
661 President. The President shall appoint one (1) member each year for a three (3)  
662 year term. The chair shall be appointed by the President. It shall be the duty of  
663 this committee to determine the qualifications for membership in the Academy,  
664 subject to the provisions of the Articles of Incorporation and the Constitution and  
665 Bylaws of the Academy, it shall receive and pass upon recommendations for  
666 membership at the annual meeting and shall notify the applicant, in writing, of the  
667 action of the Board of Directors.

668  
669 6. **BOARD OF CENSORS:** A **Board of Censors** consisting of two (2) active  
670 members, appointed by the President, plus the Vice-President of the Academy,  
671 who shall serve as chair. The duties of the committee shall be to pass upon all  
672 complaints or charges of unethical or improper conducted lodged against  
673 members of the Academy, all actions for expulsion of members and all other  
674 matters as may be delegated to it by the Board of Directors. Its function shall be  
675 to hear charges against any member and to recommend action, which it deems  
676 appropriate, to the Board of Directors.

677  
678 7. **ANESTHESIA COMMITTEE:** An **Anesthesia Committee** shall consist of  
679 three (3) members. The president shall appoint one member as chair. The  
680 purpose of the committee shall be to aid in protecting the children in the State of  
681 Florida thru:

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

- 684 b. monitoring legislative and regulatory events happening within the State  
685 pertaining to the administration of anesthesia in the practice of  
686 dentistry.  
687 c. advising the Board of Directors regarding such issues, and recommending  
688 possible responses to the issues as they are brought up.  
689 d. speaking on behalf of the Academy regarding such issues when specifically  
690 directed to do so by the President.

691

692 8. **LEGISLATIVE COMMITTEE:** A **Legislative Committee** shall consist of ~~two~~  
693 ~~(2)~~ **three (3)** members, **one of whom shall be the Public Policy Advocate**. The  
694 ~~president shall appoint one member~~ **Public Policy Advocates shall serve as chair**.  
695 The Executive Director shall serve as an ex-officio member of this committee.  
696 The purpose of this committee shall be:

- 697 a. to attend the meetings of the Florida State Board of Dentistry (the Board) on  
698 behalf of the Academy.  
699 b. to advise the Board of Directors on issues brought before the Board that  
700 pertain to the practice of Pediatric Dentistry, and to recommend possible  
701 responses to the issues as they are brought up.  
702 c. to speak on behalf of the Academy at meetings of the Board regarding such  
703 issues when specifically directed to do so by the President, or when requested  
704 to do so by members of the Board during a meeting when communicating with  
705 the president beforehand is not possible.  
706 d. to act as a liaison between the Academy and the Florida Dental Association  
707 regarding issues before the Board.  
708 e. to serve in a professional manner so as to be an example of the members of  
709 this Academy in their presence, conduct and communications to, and before,  
710 the Board.

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712 Section 2. **Special Committees**

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

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717 **ARTICLE XVII. DUES, ASSESSMENTS AND FEES**

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720 Section 1. The fee and due date for an application to any type of membership shall be  
721 established by the Board of Directors and approved by the membership at  
722 any regular or special meeting.

723

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



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

## ARTICLE XVIII. PROCEDURES

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

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

Section 3. The parliamentary procedures of the Academy shall be governed by the current edition of ~~Sturgis Standard Code of Parliamentary Procedures.~~ **American Institute of Parliamentarians Standard Code of Parliamentary Procedure.**