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Form 990-EZ

Short Form Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation)

(except black lung benefit trust or private foundation)

Sponsoring organizations of donor advised funds and controlling organizations as defined in section 512(b)(13) must file Form 990 All other organizations with gross receipts less than \$500,000 and total assets less than \$1,250,000 at the end of the year may use this form

OMB No 1545-1150 2009

Open to Public

Department of the Treasury Internal Revenue Service Inspection ▶ The organization may have to use a copy of this return to satisfy state reporting requirements For the 2009 calendar year, or tax year beginning and ending Please Name of organization D Employer Identification number Check if applicable use IRS Address change label or MI SOCIETY OF ANESTHESIOLOGISTS 38-6077098 Name change print or Room/suite E Telephone number Number and street (or P O box, if mail is not delivered to street address) Initial return type. 120 N. WASHINGTON SQUARE 110A 517-346-5088 Termination Specific Group Exemption Amended return City or town, state or country, and ZIP + 4 Instruc-MI 48933 LANSING tions Number Application pending • Section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach X Cash G Accounting method a completed Schedule A (Form 990 or 990-EZ). Other (specify) Check X if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF) WWW.MIANESTHESIOLOGIST.ORG Check > if the organization is not X 501(c) (6) **◀** (insert no) Tax-exempt status (check only one) ---4947(a)(1) or 527 if the organization is not a section 509(a)(3) supporting organization and its gross receipts are normally not more than \$25,000 A Form 990-EZ or Form 990 return is not required, but if the organization chooses to file a return, be sure to file a complete return 166,426 Add lines 5b, 6b, and 7b, to line 9 to determine gross receipts, if \$500,000 or more, file Form 990 instead of Form 990-EZ Revenue, Expenses, and Changes in Net Assets or Fund Balances (See the instructions for Part I) Part I Contributions, gifts, grants, and similar amounts received 47,385 2 Program service revenue including government fees and contracts 2 SEE STATEMENT 1 144,095 3 Membership dues and assessments 3 -25,054 4 Investment income 4 Gross amount from sale of assets other than inventory 5a Less cost or other basis and specific ED 5b b Gain or (loss) from sale of assets-other-than-inventory (Subtract tine 5b from line 5a) 5c C Special events and activities (complete applicable parts of Schedus G) If any amount is from gaming, check here Gross revenue (not including reported on line 1) 6a Less direct expenses other than fundralsing expenses Net income or (loss) from special events and activities (Subtract line 6b from line 6a) 6c Gross sales of inventory, less returns and allowances 7a 7a 7b Less cost of goods sold Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a) 7c KANKED T 8 Other revenue (describe 166,426 Total revenue. Add lines 1, 2, 3, 4, 5c, 6c, 7c, and 8 9 10 Grants and similar amounts paid (attach schedule) 11 Benefits paid to or for members 17/2 3,255 12 Salaries, other compensation, and employee benefits 4,323 13 13 Professional fees and other payments to independent contractors 370 14 14 Occupancy, rent, utilities, and maintenance 15 13,633 15 Printing, publications, postage, and shipping 201,244 Other expenses (describe > SEE STATEMENT 2 16 16 222,825 Total expenses. Add lines 10 through 16 17 17 -56,399 18 Excess or (deficit) for the year (Subtract line 17 from line 9) Net Assets 19 Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with 585,668 end-of-year figure reported on prior year's return) 19 Other changes in net assets or fund balances (attach explanation) 20 20 529,269 21 Net assets or fund balances at end of year Combine lines 18 through 20 Part II Balance Sheets. If Total assets on line 25, column (B) are \$1,250,000 or more, file Form 990 instead of Form 990-EZ (B) End of year (See the instructions for Part II) (A) Beginning of year 592,590 22 536,231 22 Cash, savings, and investments 23 23 Land and buildings SEE STATEMENT 3 2,300 24 24 Other assets (describe 592,590 538,531 Total assets 25 9,262 SEE STATEMENT 4 6,922 Total liabilities (describe 26

For Privacy Act and Paperwork Reduction Act Notice, see the separate instructions.

27 Net assets or fund balances (line 27 of column (B) must agree with line 21)

4

529,269

Form 990-EZ (2009)

585,668

DAA

	·	TY OF ANESTHESIOLOGIS	TS 38	<u>-6077098</u>		,		Pa	ige 2
P	art III Statement of Progra	am Service Accomplishments (S	See the instruct	ons for Part III	.)		Exp	penses	
٧ha	at is the organization's primary exempt i	purpose?						for section	
_	EE STATEMENT 5	 				1		ind 501(c)(4)	
		t the organization's exempt purposes. In a c		_			•	ns and sectio	
	·	e number of persons benefited, or other rele	evant information fol					trusts, option	al
	h program title					TO:	r others) I		
88		ON EVENTS AND PUBLICATIONS WERE							
		THE STANDARDS OF PROFESSIONAL C DICAL PROFESSION, AND PATIENTS.	ARE FOR THE						
	(Grants \$	If this amount includes foreign grants, che	ck here	•	\Box	28a			;
29	(Status w	Titus amount molades foreign grants, one	- CK TICTC		LL.	200	 		
	(Grants \$	If this amount includes foreign grants, che	ck here	>		29a			
30									
	(Grants \$	If this amount includes foreign grants, che	ck here	•		30a	<u> </u>		
31	Other program services (attach schedu	ıle)				Ì			
	(Grants \$	If this amount includes foreign grants, che	ck here	>		31a	ļ		
*****	Total program service expenses (ad	d lines 28a through 31a)			<u> </u>	32	<u> </u>		
P	art IV List of Officers, Director	s, Trustees, and Key Employees. List eac			he in	structi	ons for P		
	(a) Name	e and address	(b) Title and average hours per week	(c) Compensation (If not paid,			outions to lefit plans &	(e) Expense account and	
	(4)		devoted to position	enter -0)	defe	rred com	pensation	other allowan	ces
JOI	HN L. PAPPAS, MD		PRESIDENT						
			2.00	3,000	-		0		0
SEI	E ATTACHED - NONE ARE COMPENS	SATED	1	_					_
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Form **990-EZ** (2009)

,,	and enter the amount of tax-exempt interest received or accrued during the tax year	•	43			
					Yes	No
4	Did the organization maintain any donor advised funds? If "Yes," Form 990 must be completed instead of					
	Form 990-EZ			44	<u> </u>	X
5	Is any related organization a controlled entity of the organization within the meaning of section 512(b)(13)? If					l
	"Yes," Form 990 must be completed instead of Form 990-EZ			45		X
				Form 99	90-EZ	, (200

BERG,

ΜI

CPAS

SUITE 200

48823-1971

SE

ABBOTT ROAD,

LANSING,

1600

EAST

May the IRS discuss this return with the preparer shown above? See instructions

11/02/10

& ADVISORS,

employed >

EIN

Phone

no 🕨

▶

517-908-0888

Paid

Preparer's

Use Only

signature

Firm's name (or yours

if self-employed),

SCHEDULE C (Form 990 or 990-EZ)

Political Campaign and Lobbying Activities

For Organizations Exempt From Income Tax Under section 501(c) and section 527

Complete if the organization is described below.
 Attach to Form 990 or Form 990-EZ.
 ▶ See separate instruction

is described below. Open to Public

▶ See separate instructions. Inspection

OMB No 1545-0047

Department of the Treasury Internal Revenue Service

If the organization answered "Yes," to Form 990, Part IV, line 3, or Form 990-EZ, Part VI, line 46 (Political Campaign Activities), then

- Section 501(c)(3) organizations Complete Parts I-A and B Do not complete Part I-C
- Section 501(c) (other than section 501(c)(3)) organizations Complete Parts I-A and C below Do not complete Part I-B
- Section 527 organizations Complete Part I-A only

If the organization answered "Yes," to Form 990, Part IV, line 4, or Form 990-EZ, Part VI, line 47 (Lobbying Activities), then

- Section 501(c)(3) organizations that have filed Form 5768 (election under section 501(h)) Complete Part II-A Do not complete Part II-B
- Section 501(c)(3) organizations that have NOT filed Form 5768 (election under section 501(h)) Complete Part II-B Do not complete Part II-A

If the organization answered "Yes," to Form 990, Part IV, line 5 (Proxy Tax), then

• Section 501(c)(4), (5), or (6) organizations Complete Part III

Nar	me of organization MI SOCIETY OF ANESTH	IRSTOLOGISTS		Employer identific 38 - 60770	
Pa	rt I-A Complete if the organization is exe		or is a section		
1	Provide a description of the organization's direct and indire				
2	Political expenditures			▶ \$	
3	Volunteer hours				
Pa	rt I-B Complete if the organization is exe	mpt under section 501(c)(3).		
1	Enter the amount of any excise tax incurred by the organiz	ation under section 4955		▶ \$;	
2	Enter the amount of any excise tax incurred by organizatio	n managers under section 4955		▶ \$	
3	If the organization incurred a section 4955 tax, did it file Fo	orm 4720 for this year?			Yes No
4a	Was a correction made?				Yes No
b	If "Yes," describe in Part IV				
Pa	rt I-C Complete if the organization is exe	mpt under section 501(c), except section	on 501(c)(3).	
1	Enter the amount directly expended by the filing organization	on for section 527 exempt function	on		
	activities			▶ \$ _	
2		ited to other organizations for sec	tion		
	527 exempt function activities			▶ \$ _	
3	Total exempt function expenditures Add lines 1 and 2 En	ter here and on Form 1120-POL,			
	line 17b	_		▶ \$ _	
4	Did the filing organization file Form 1120-POL for this year				Yes No
5	Enter the names, addresses and employer identification no				
	were made. For each organization listed, enter the amoun				
	contributions received that were promptly and directly deliv			separate segregated	
	fund or a political action committee (PAC) If additional spa			 	
	(a) Name	(b) Address	(c) EIN	(d) Amount paid from filing organization's funds If none, enter -0-	(e) Amount of political contributions received and promptly and directly delivered to a separate political organization. If none, enter -0-
-					
					<u> </u>
				<u></u>	

	2200 11/02/2010 11 40 AM	. GOGTERN OF		T OGT GMG		20 6055	
	edule C (Form 990 or 990-EZ) 2009 MI Int II-A Complete if the organ	SOCIETY OF Dization is exempt				38-60770 Form 5768 (ele	
	under section 501(h))	•					
Α	Check ▶ ☐ If the filing organiza						
В	Check ▶ if the filing organiza	ation checked box	A and "limited co	ntrol" provis	ions a	pply.	
	Limits on Lo (The term "expenditures	obbying Expendit			orga	(a) Filing inization's totals	(b) Affiliated group totals
12	Total lobbying expenditures to influence p						
	Total lobbying expenditures to influence a						
	Total lobbying expenditures (add lines 1a				-	1	
	Other exempt purpose expenditures	a.i.a 75)					
	Total exempt purpose expenditures (add	lines 1c and 1d)					
	f Lobbying nontaxable amount Enter the a		n table in both	ľ			-4
	columns	The state of the s	g (db)C 111 bo().				
	If the amount on line 1e, column (a) or (b) is:	The lobbying nonta	xable amount is:			1	
	Not over \$500,000	20% of the amount on	line 1e			1	
	Over \$500,000 but not over \$1,000,000	\$100,000 plus 15% of	the excess over \$500,000	<u> </u>		1	
	Over \$1,000,000 but not over \$1,500,000	\$175,000 plus 10% of	the excess over \$1,000,0	00		1	
	Over \$1,500,000 but not over \$17,000,000	\$225,000 plus 5% of t	he excess over \$1,500,00	0		1	
	Over \$17,000,000	\$1,000,000					
ç	Grassroots nontaxable amount (enter 259	% of line 1f)					
1	Subtract line 1g from line 1a. If zero or les	ss, enter -0-					
	i Subtract line 1f from line 1c If zero or less	s, enter -0-		į			
	j If there is an amount other than zero on e section 4911 tax for this year?	ither line 1h or line 1i, d	id the organization file	Form 4720 repo	orting		∏Yes ∏No
			ng Period Under				
	(Some organizations t						ne five
	columns b	elow. See the ins	tructions for line	s 2a throug	h 2t oi	n page 4.)	
	Lo	bbying Expenditu	res During 4-Yea	r Averaging	Perio	od	
	Calendar year (or fiscal year beginning in)	(a) 2006	(b) 2007	(c) 2008	8	(d) 2009	(e) Total
2	Lobbying non-taxable amount						
	b Lobbying ceiling amount (150% of line 2a, column(e))						
	Total lobbying expenditures						
	d Grassroots nontaxable amount						
	Grassroots ceiling amount (150% of line 2d, column (e))						

Schedule C (Form 990 or 990-EZ) 2009

f Grassroots lobbying expenditures

38-6077098

Page 3

Complete if the organization is exempt under section 501(c)(3) and has NOT filed Form 5768 Part II-B (election under section 501(h)). (a) (b) Yes No **Amount** During the year, did the filing organization attempt to influence foreign, national, state or local legislation, including any attempt to influence public opinion on a legislative matter or referendum, through the use of Volunteers? b Paid staff or management (include compensation in expenses reported on lines 1c through 1i)? Media advertisements? d Mailings to members, legislators, or the public? Publications, or published or broadcast statements? Grants to other organizations for lobbying purposes? Direct contact with legislators, their staffs, government officials, or a legislative body?

i Other activities? If "Yes," describe in Part IV
j Total Add lines 1c through 1i

b If "Yes," enter the amount of any tax incurred under section 4912

c If "Yes," enter the amount of any tax incurred by organization managers under section 4912

h Rallies, demonstrations, seminars, conventions, speeches, lectures, or any other means?

2a Did the activities in line 1 cause the organization to be not described in section 501(c)(3)?

d If the filing organization incurred a section 4912 tax, did it file Form 4720 for this year?

Part III-A	Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section
	501(c)(6).

			Yes	NO
1	Were substantially all (90% or more) dues received nondeductible by members?	1		X
2	Did the organization make only in-house lobbying expenditures of \$2,000 or less?	2		X
3	Did the organization agree to carryover lobbying and political expenditures from the prior year?	3		Х

Part III-B Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6) if BOTH Part III-A, lines 1 and 2 are answered "No" OR if Part III-A, line 3 is answered "Yes."

1	Dues, assessments and similar amounts from members	1	144,095
2	Section 162(e) non-deductible lobbying and political expenditures (do not include amounts of political	1 1	
	expenses for which the section 527(f) tax was paid).		
а	Current year	2a	27,050
b	Carryover from last year	2b	-9,617
С	Total	2c	17,433
3	Aggregate amount reported in section 6033(e)(1)(A) notices of nondeductible section 162(e) dues	3	20,173
4	If notices were sent and the amount on line 2c exceeds the amount on line 3, what portion of the		
	excess does the organization agree to carryover to the reasonable estimate of nondeductible lobbying	1	
	and political expenditure next year?	4	
_ 5	Taxable amount of lobbying and political expenditures (see instructions)	5	-2,740

Part IV Supplemental Information

Complete this part to provide the descriptions required for Part I-A, line 1, Part I-B, line 4, Part I-C, line 5, and Part II-B, line 1i Also, complete this part for any additional information

Schedule C (Form 990 or 990-EZ) 2009

Schedule C (Form 990 or 990-EZ) 2009 MI SOCIETY OF ANESTHESIOLOGISTS

Part IV Supplemental Information (continued)

38-6077098

Page 4

5012200 MI Society of Anesthesiologists 38-6077098 **Fed**

Federal Statements

FYE: 12/31/2009

Statement 1 - Form 990-EZ, Part I, Line 3 - Membership Dues and Assessments

Description	 Amount				
MEMBERSHIP DUES	\$ 144,095				
TOTAL	\$ 144,095				

Statement 2 - Form 990-EZ, Part I, Line 16 - Other Expenses

Description	Amount
EXPENSES	\$
BANK CHARGES	3,905
WEBSITE	2,300
CONFERENCES/MEETINGS	88,181
ADMINISTRATIVE	31,663
LOBBYING	27,050
MONITORING & REGULATORY	33,000
CHARITABLE DONATIONS	4,750
DUES/CME FEES	800
PUBLIC RELATIONS	5,965
MISCELLANEOUS	3,630
TOTAL	\$ 201,244

Statement 3 - Form 990-EZ, Part II, Line 24 - Other Assets

			Description		Beginning of Year		End of Year	
PREPAID	EXPENSES	AND	DEFERRED	CHARGES	\$	\$	2,300	
						_	2,300	

Statement 4 - Form 990-EZ, Part II, Line 26 - Total Liabilities

Description	Beginning of Year			End of Year		
DEFERRED REVENUE ACCOUNTS PAYABLE	\$	6,220 300	\$	8,860		
WITHHELD PAYROLL TAXES		402		402		
		6,922	_	9,262		

FYE: 12/31/2009

Federal Statements

Statement 5 - Form 990-EZ, Part III - Organization's Primary Exempt Purpose

Description

IT IS THE PURPOSE OF THIS SOCIETY TO ASSOCIATE AND AFFILIATE INTO ONE ORGANIZATION ALL THE REPUTABLE DOCTORS OF MEDICINE IN THE STATE OF MICHIGAN WHO ARE ENGAGED IN THE PRACTICE OF, OR ARE OTHERWISE INTERESTED IN THE MEDICAL SPECIALTY OF ANESTHESIOLOGY: TO ENCOURAGE SPECIALIZATION IN THIS FIELD AND IN OTHER WAYS MAKE AVAILABLE TO MORE PEOPLE THE BENEFITS TO BE DERIVED FROM THE SERVICES OF QUALIFIED ANESTHESIOLOGISTS; TO RAISE THE STANDARDS OF THE SPECIALTY BY FOSTERING AND ENCOURAGING RESEARCH AND SCIENTIFIC PROGRESS IN ANESTHESIOLOGY; TO DISSEMINATE INFORMATION IN REGARD TO ANESTHESIOLOGY; TO PROTECT THE PUBLIC AGAINST IRRESPONSIBLE AND UNQUALIFIED PRACTITIONERS OF ANESTHESIOLOGY; TO SAFEGUARD THE INTERESTS OF ITS MEMBERS, AND IN ALL WAYS TO DEVELOP AND FURTHER THE SPECIALTY OF ANESTHESIOLOGY FOR THE GENERAL ELEVATION OF THE CORPORATE PURPOSES AS DETAILED HEREIN; TO CARRY ON SUCH ORGANIZATION FUNCTIONS AND ACTIVITIES AS ARE DEEMED NECESSARY TO EFFECTIVELY ACCOMPLISH THE ABOVE PURPOSES.

Form 8868 (R	ev 4-2009)			Page 2				
If you are	filing for an Additional (Not Automatic) 3-Month Extension, complete only Part II and check this box			▶ X				
Note Only co	mplete Part II if you have already been granted an automatic 3-month extension on a previously filed Form 86	168		-				
 If you are 	fling for an Automatic 3-Month Extension, complete only Part I (on page 1)							
Part II	Additional (Not Automatic) 3-Month Extension of Time. Only file the original (no	copies r	eeded)					
Type or	Name of Exempt Organization	Employer	identification ni	umber				
print								
File by the	MICHIGAN SOCIETY OF ANESTHESIOLOGIS	38-60	77098					
extended	Number, street, and room or suite no. If a P O. box, see instructions.	For IRS use	e only					
due date for filing the	120 N. WASHINGTON SQUARE 110A							
return. See	City, town or post office, state, and ZIP code. For a foreign address, see instructions.							
instructions	LANSING MI 48933	(v) 3(v)		<u> </u>				
Check type o	f return to be filed (File a separate application for each return).		_					
Form 99	0 Form 990-PF Form 1041-A		Form 600	69				
Form 98	10-BL Form 990-T (sec 401(a) or 408(a) trust) Form 4720		Form 88	70				
X Form 99	0-EZ Form 990-T (trust other than above) Form 5227							
STOP! Do not	complete Part II if you were not already granted an automatic 3-month extension on a previously file	d Form 886	8.					
 The books 	are in the care of GCSI ASSOCIATION SERVICES							
Telephone	No ▶ 517-346-5088 FAX No ▶			_				
 If the orga 	nization does not have an office or place of business in the United States, check this box			▶ [_]				
• If this is fo	r a Group Return, enter the organization's four digit Group Exemption Number (GEN)	is						
for the whole o	roup, check this box If it is for part of the group, check this box are a	nd attach a						
hst with the na	mes and EINs of all members the extension is for							
4 I reques	t an additional 3-month extension of time until 11/15/10							
5 For cale	ndar year 2009 or other tax year beginning and ending							
6 If this ta	x year is for less than 12 months, check reason. Unitial return Final return Change in	accounting	period					
	detail why you need the extension		_					
INAP	ILITY TO FILE A COMPLETE AND ACCURATE RETURN AT THIS	TIME	•					
Ba If this ap	plication is for Form 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax,							
less any	nonrefundable credits. See instructions.	8a \$	<u>;</u>					
b If this ap	plication is for Form 990-PF, 990-T, 4720, or 6069, enter any refundable credits and							
estimate	d tax payments made. Include any prior year overpayment allowed as a credit and any	26.3						
amount	paid previously with Form 8868.	8b \$	i					
c Balance	Due Subtract line 8b from line 8a. Include your payment with this form, or, if required, deposit							
with FTE	coupon or, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions	8c \$	1					
	Signature and Verification							
	of penjury, I declare that I have examined this form, including accompanying schedules and statements, and to the best of my	criciwledge an	d belief.					
it is true, correct,	and complete, and that I am authorized to prepare this form.		~	/ . / .				
Signature 🕨	1). Can Souther Title + CPA		Date > 8	15/10				
			Form 8868 (F	Rev 4-2009)				

Michigan Society of Anesthesiologists 2009-10 Board Roster

John Pappas, M.D. MSA President 2010

ASA Alt Director (also ASA Alt Del exp 2009) 2011

294 Barden Road

Bloomfield Hills, MI 48304

Ph. 248.203.9916 F·248.203 9917

cell 248 835.9627, Work 248 964.3000 (Secretary

- Connie), Spectrum cell 248 964 4242

Email: jlpappasmd@comcast.net

Kenneth Elmassian, D.O. MSA President-Elect 2010

ASA Director, 2009-11 2011

2399 Pine Hollow Drive East Lansing, MI 48823

Ph: 517.339.2579

F.517.339.2584

Pager 517 360.0188 Cell 974.2377 Operating Rm

Ph 334.2351 Fx 346.4796 Email: heartgas@comcast.net

Zulfigar Ahmed, M.D.

ASA Alt Delegate 2009

2865 Woodford Dr

Sterling Heights, MI 48310

Ph F

Email: zahmedz@yahoo.com

Doug Bez, D.O.

MSA Director, MSMS Delegate (2010) 2011

2015 Birch Bluff Dr

Okemos, MI 48864-5965

Ph· F

Pager 360.1310

Email: dbez@aol.com

Joel Bez, D.O.

MSMS Alternate Delegate 2010

ASA Delegate 2011

3806 Viceroy Drive

Okemos, MI 48864

Ph: 517 349 3825

1 517 349 3826

Pager 517 226 0244, Cell 517 290 1835

Email: jlbez@aol.com

Christopher Wassink, M.D. MSA Secretary-Treasurer 2010

4SA Delegate 2010

3300 Egypt Valley NE

Ada, MI 49301

Ph 616.682 0695

F·616.364.7347

Pager 616 479,0794

Email: chris.wassink@comcast.net

Douglas Wiseman, M.D.

MSA Immediate Past President 2010

ASA Delegate 2010

615 Cambridge Blvd SE

Grand Rapids, MI 49506

Ph: 616 243.0236 F:616.243 5320

Fax (W). 616 774 5422. Pager: 616 479.1325. Cell:

616 292.0656

Email: wisemandoug@gmail.com

Bob Boctor, M.D. MSA Director 2012

76 Webber Place

Grosse Pointe Shores, MI 48236

Ph. Cell. 248 388.9414 F:810 667 5705

Pager 810 548 1479

Email: bboctor@med.wayne.edu

Frederick Campbell, M.D. MSA Director 2011

ASA Alt Delegate 2009

5675 E. Hoxie Rd

Cedar, MI 49621

Ph. 231 935 5770 F.231.935.5878

Home. 231 932 8624, cell 231 499 9730

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Jeffrey Clark, M.D. MSA Director 2010

ASA Delegate 2011

3990 John Rd.

Detroit, MI 48201

Ph 313 745 8521

F.248.594 1849

Email: jkc82mda@aol.com

Michigan Society of Anesthesiologists 2009-10 Board Roster

Dean Downs, M.D. MSA Director 2012

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Ph 616.676 5838

F·616 364 7347

Email: deandowns@comcast.net

David Dull, M.D.

ASA Delegate 2010

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F:616.364.7347

Pager: 616.479 5879, Cell 616.581.5468, Home.

616.676.3129

Email: david.dull@spectrum-health.org

Greg Ghiardi, M.D.

MSA Director 2012 - appointed

580 W. College Ave. Marquette, MI 49855

Ph: 906.225.3595

F٠

Email: greg@upthere.net

James Grant, M.D.

ASA Assistant Treasurer

1574 Sodon Lake Drive Bloomfield Hills, MI 48302

Ph 248 865 8880

F 248.865 8882

Pager 248.992.8801, Drs Lounge 248 898 1889.

Assistant etaylor@beaumont edu

Email: grant@comcast.net

Ali Jaffer, M.D.

ASA Alt Delegate 2009

5070 Brookdale Road

Bloomfield Hills, MI 48304

Ph: H. 248 203.9767 F

Office. 248 898.1905 (Secretary. Kim Fox) Pager

248.992 7387

Email: ali jaffermd@yahoo.com

Chris Kreuzer, M.D.

ASA Alt Delegate 2009

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BYLAWS OF THE MICHIGAN SOCIETY OF ANESTHESIOLOGISTS AS ADOPTED MARCH 8, 2008 and Amended

I. NAME

1.00 The name of this society is the Michigan Society of Anesthesiologists, also referred to hereafter as "the Society" or as "MSA".

II. PURPOSE

2.00 It shall be the purpose of this Society to associate and affiliate into one organization all the reputable doctors of medicine in the State of Michigan who are engaged in the practice of, or are otherwise interested in the medical specialty of Anesthesiology; to encourage specialization in this field and in other ways make available to more people the benefits to be derived from the services of qualified anesthesiologists; to raise the standards of the specialty by fostering and encouraging research and scientific progress in anesthesiology; to disseminate information in regard to anesthesiology; to protect the public against irresponsible and unqualified practitioners of Anesthesiology; to safeguard the interests of its members, and in all ways to develop and further the specialty of Anesthesiology for the general elevation of the corporate purposes as detailed herein, to carry on such organization functions and activities as are deemed necessary to effectively accomplish the above purposes: PROVIDED, however, that the Society shall engage in no activities that cannot be construed as relevant, incidental, or necessary to its charitable, educational, and scientific purposes.

III. MEMBERSHIP

- **3.00** Membership in this Society is a privilege and not a right, and is contingent upon compliance with the requirements specified in the Bylaws and the Policies and Procedures Manual of this Society. No person shall be accepted, or be continued, as a member of this Society, except those of good moral character and who adhere to the traditionally high ethical standards of the medical profession.
- 3.10 The categories of membership of this Society are Active, Affiliate, Educational, Honorary, Life, Medical Student, Resident, and Retired. Members in each category must comply with the requirements for the corresponding membership category in the American Society of Anesthesiologists, and maintenance of continued membership in this Society requires maintenance of membership in the American Society of Anesthesiologists. Members may also be required to comply with such additional requirements and application procedures as may be designated in the Policies and Procedures Manual of the Michigan Society of Anesthesiologists.

3.20 Maintenance of membership requires timely payment of dues and assessments in accordance with these Bylaws and this Society's Policies and Procedures Manual. The Policies and Procedures Manual may designate conditions resulting in automatic loss of membership for non-payment of dues and assessments, provided, however, that such conditions shall assure a grace period of no less than 30 days from final notice prior to loss of membership.

3.30 Privileges of membership

- **3.31** All members of this Society shall have the privilege of attendance at the scientific and business sessions of this Society's Annual Meeting, and shall be eligible for appointment to appointed positions in the Society, subject to such limitations as may be included in the Policies and Procedures Manual
- **3.32** Active and Life members shall enjoy all the privileges of membership, specifically including the right to make and second motions and to vote on all matters before the Society at its Annual Meeting and at special meetings of the membership, and to be nominated for and elected to elected positions, plus such other privileges and benefits as the Society and the Board of Directors may grant from time to time or as shall be included in the Policies and Procedures Manual
- **3.32** Affiliate, Educational, Honorary, Medical Student, Resident, and Retired shall enjoy such privileges and benefits as the Society and Board of Directors shall grant from time to time or as shall be included in the Policies and Procedures Manual.
- **3.40** The Board of Directors shall include in the Policies and Procedures Manual the necessary provisions for discipline of members, to include
 - **3.41** Procedures for bringing charges, investigation of charges, and determination of whether charges are warranted and supported by sufficient fact or evidence
 - **3.42** Options for punishment, including, but not limited to, censure, suspension of membership, or expulsion from membership (but not for a period to exceed two years)
 - **3.43** Procedures for appeal of initial actions, for re-application for membership once disciplined, and for re-instatement of membership
 - **3.44** If a suspended or expelled member holds any elected or appointed position in the Society, or as a representative of the Society to other bodies, that position shall be automatically vacant.
- **3.50** The principles of medical cthics of the American Medical Association and of the American Society of Anesthesiologists, as established in writing by each of those organizations, shall govern the conduct of members of this Society Furthermore, it is considered a fundamental principle of this Society that the efficient and effective medical care of the public rests upon the close personal and confidential relationship between the physician and his/her patient.

IV. OFFICERS, DIRECTORS, AND ELECTIONS

- **4.00** The Officers of this Society shall be a President, President-Elect. Secretary-Treasurer, and Immediate Past President. No member may hold more than one of these offices at the same time.
 - **4.01** The President-Elect and the Secretary-Treasurer shall be elected by the Society at the Annual Meeting
 - **4.02** The President-Elect shall automatically succeed to the office of President at the conclusion of the term as President-Elect.
 - **4.03** The President shall automatically succeed to the office of Immediate Past President at the conclusion of the term as President.
- **4.10** This Society shall also elect:
 - **4.11** Members of the Board of Directors consisting of not less than fifteen (15) or more than twenty-seven (27) Directors Except as provided in Section 4.39 and Section 5 of these Bylaws, all Directors shall be elected at-large by the members. The Directors terms in office shall be staggered with no less than five (5) or more than eight (8) to be elected each year at the Annual Meeting.
 - **4.12** An ASA District Director and ASA Alternate District Director to serve on the Board of Directors of the American Society of Anesthesiologists.
 - **4.13** ASA Delegate(s) and Alternate Delegate(s) to serve as members of the House of Delegates of the American Society of Anesthesiologists
 - **4.14** An MSMS Delegate and Alternate Delegate to serve as members of the House of Delegates of the Michigan State Medical Society.
- **4.20** To be eligible for election to an officer position, a member shall have been a member of the MSA for no less than two years at the time of election. To be eligible for election to any other elected position, a member must be a member of the MSA in good standing, as defined in the Policies and Procedures Manual, at the time of election.
- 4.30 Nominations, elections and term of office
 - **4.31** The Nominating Committee shall provide a slate of eligible candidates for open positions (those for which the term of office of the incumbent is scheduled to expire) to be elected at the Annual Meeting of the Society at least four weeks prior to that meeting, and to include each year no less than five and no more than eight candidates for MSA Director positions.
 - **4.31.1** The Nominating Committee, in preparing its slate, shall give consideration first of all to the specific needs of the Society, including appropriate skills and characteristics of candidates for the specific office, and also to the need in any given year, and from year to year, for balanced representation of geographical areas of the Society, as well as of practice mode, gender, age, and other factors it may consider important, but the committee shall not be held to any specific requirements for such balance

- **4.32** Additional nomination of eligible candidates for any elected position may be made from the floor during the meeting
- **4.33** If there is a single candidate for an officer position, or for ASA District Director or ASA Alternate District Director, that candidate may be elected by the voting members of the Society at the Annual Meeting by voice vote.
- **4.34** If the number of candidates for any other elected position (i.e., at-large directors, ASA Delegates and Alternate Delegates, or MSMS Delegate and Alternate Delegate) does not exceed the number of open positions, those candidates may be elected by the voting members of the Society at the Annual Meeting by voice vote
- **4.35** In all other circumstances, election shall be by the voting members of the Society at the Annual Meeting voting by ballot, cast either in person or by absentee ballot (but not both), with a majority of legal votes cast required for election of officers, the ASA District Director, and the ASA Alternate District Director, and with a plurality required for election to other positions.
- **4.36** If an elected position requiring a majority for election is not filled by the required majority vote, the candidate receiving the smallest number of votes shall be removed from consideration, and an additional ballot cast, with this procedure repeated until the election is completed.
- **4.37** If the procedures described herein are not sufficient to cause an election to be completed, the members present at the meeting may, by majority vote, adopt such additional procedures as are necessary to complete the election
- **4.38** The term of office for those elected at the annual meeting shall commence upon adjournment of the Society's business meeting at which they are elected, and shall conclude at the adjournment of the Society's business meeting most closely corresponding to the end of their term; such terms of office shall be:
 - **4.38.1** For officer positions, two years;
 - **4.38.2** For MSA directors, three years,
 - **4.38.3** For the ASA District Director and ASA Alternate District Director, three years, or such other terms as may be required by the American Society of Anesthesiologists,
 - **4.38.4** For ASA and MSMS Delegate(s) and Alternate Delegate(s), terms consistent with the requirements of the ASA and the MSMS respectively, or, if there are no applicable requirements, terms as provided for in the Policies and Procedures Manual;
 - **4.38.5** Officers and Directors filling vacant positions shall have these as described in Section 4.50 of these Bylaws; and
 - **4.38.6** If an office is not filled by the usual election process for any reason, the incumbent, even though the term of office has expired, will continue in that position and carry out its responsibilities and duties until such time as the election of a successor is completed.
- **4.39** To the extent that the election process at the Annual Meeting does not fill all eight positions permitted each year for MSA Directors, the Board may elect additional members as MSA Directors, up to the permitted eight positions, for terms corresponding

to that of the unfilled positions, and even if all eight positions are filled, the Board may elect one additional member as an MSA Director for a three-year term each year, if the Board feels this is in the best interests of the Society.

- **4.40** In addition to those duties specified in these Bylaws, the duties of officers and other elected positions shall be described in the Policies and Procedures Manual, provided that any elected official of the Society may be assigned additional or different duties by the Society, Board of Directors, Executive Committee, or the President, to the extent that such duties do not conflict with these Bylaws.
 - **4.40.1** The President shall preside at all Annual Meetings of the Society, at all meetings of the Board of Directors, and at all meetings of the Executive Committee If the President chooses not to preside, the President-Elect shall preside, and if both decline to preside, the membership of the body meeting may elect a chair pro-tem, who need not be a member of that body
 - **4.40.2** The President-Elect shall specifically have the duty and power to carry out the duties of the President in the temporary absence or incapacity of the President, if urgency requires the execution of specific duties. Appointments made by the President-Elect in the absence of the President shall require the approval of the Executive Committee or the Board.
- **4.50** Vacancies in office result when a position has been filled by election, and the member elected is then unable, for any reason, to complete the term to which the member is elected, or is removed from that position. All matters related to determination of vacancy, if in question, may be resolved by action of the Board of Directors, or between meetings of the Board, if urgent, by action of the Executive Committee. Declaring an office vacant shall require a three-fourths vote of the Board.
 - **4.50.1** A vacancy in the office of President shall be automatically filled by the President-Elect for the balance of the term of office. If the President-Elect thus filling the vacancy serves less than one year as President, the conclusion of that term shall be followed by service of a full term as President. If the office of President-Elect is vacant when a vacancy in the office of President occurs, the Secretary-Treasurer (or, in the absence or vacancy of that office, any other senior member of the Board) shall temporarily carry out the duties of the office of President and shall call a special meeting of the Board of Directors as rapidly as possible, at which meeting the Board shall fill all vacancies, including that of President-Elect, by election
 - **4.50.2** A vacancy in the office of President-Elect shall ordinarily be filled by election of a new President-Elect by the membership at the next Annual Meeting, and if in mid-term, this election shall be for the remaining term of that office.
 - **4.50.3** A vacancy in the office of ASA District Director shall be filled automatically by the ASA Alternate District Director until the next Annual Meeting, at which time an ASA

District Director shall be elected by the membership for the balance of the term of that office.

- **4.50.4** At the discretion of the Board of Directors, a vacancy in any other office shall:
 - (i) Remain vacant until the next Annual Meeting, at which time the membership shall fill the vacancy by election, for the balance of the term of that office,; or
 - (ii) Be filled by the Board of Directors, in such manner as it shall see fit, until the next Annual Meeting, at which time the membership shall fill the vacancy by election, for the balance of the term of that office.
- **4.50.5** If, in the judgment of the President, the duties of an office must be carried out and cannot wait until the Board meets to fill the vacancy, the President alone may assign the duties of that office to any eligible and qualified member on an interim basis, until the Board or the Annual Meeting fills the vacancy.
- **4.50.6** If time permits, the Nominating Committee may be consulted for its recommendations for candidates for the filling of vacancies.
- **4.60** Any member holding any office or other elected position may be removed from that office, with or without cause, prior to the expiration of the term of office, as follows:
 - **4.60.1** By a motion adopted by secret ballot by a two thirds vote of the voting membership present and voting at any Annual Meeting, or at a special meeting called for that purpose; or
 - **4.60.2** By a motion adopted by secret ballot by a three-fourths vote of the voting members present at a regular or special meeting of the Board of Directors, notice having been given in the call to the Board meeting of the intended removal.

V. BOARD OF DIRECTORS, EXECUTIVE COMMITTEE

- **5.00** The Society shall have a Board of Directors (also referred to as the Board), composed of:
 - **5.01** Voting members, to include the:
 - **5.01.1** Officers of this Society;
 - 5.01.2 MSA Directors;
 - **5.01.3** ASA District Director and Alternate District Director:
 - **5.01.4** ASA Delegate(s) and ASA Alternate Delegate(s); and
 - **5.01.5** MSMS Delegate and MSMS Alternate Delegate.
 - **5.02** Non-voting members, to include the:
 - **5.02.1** The Chairs of the Departments of Anesthesiology at Wayne State University, Henry Ford Hospital, and the University of Michigan, plus such additional Chair(s) of Departments of Anesthesiology in Michigan as designated by act of the Board of Directors, either by action taken each year, or by adoption of policies in the Policies and Procedures Manual
 - **5.02.2** The four officers of the Resident Physician Section
 - **5.03** Each voting member of the Board of Directors shall have exactly one vote on the Board, even if that member holds more than one of the positions on the Board.
- **5.10** The Board of Directors shall have the following powers and/or duties:
 - **5.10.1** to take all actions that are required to maintain and operate this Society between meetings of the membership,
 - **5.10.2** to take all actions that these Bylaws otherwise grant to the membership during its annual meeting, between meetings of the membership, except the
 - (i) election of officers (as distinguished from filling vacancies in office, and except the election of MSA Directors by the Board as provided for in these Bylaws);
 - (ii) amendment of bylaws; and
 - (iii) actions in conflict with actions or policies adopted by the membership during an annual meeting.
 - **5.10.3** to adopt and amend the content of this Society's Policies and Procedures Manual, by majority vote, unless a different vote requirement is directed by the Society or by the Board of Directors, provided that no provisions of that manual shall conflict with these Bylaws, with this manual to include, but not be limited to:
 - (i) policies governing details of committee structure, duties. and operations;
 - (ii) policies governing the duties of officers and other elected leaders and representatives of this Society;

- (iii) policies governing programs and activities to promote the interests of the medical specialty of anesthesiology and of the members of this Society;
- (iv) policies governing membership application, payment of dues and assessments, and maintenance of membership; and
- (v) policies and procedures related to disciplinary matters of this Society against its own members.
- **5.10.4** to take such actions as are necessary to carry out the directions of the membership as adopted during an Annual Meeting;
- **5.10.5** to take all actions necessary to carry out duties assigned to the Board elsewhere in these Bylaws,
- **5.10.6** to manage the fiscal affairs of this Society between meetings of the membership, with final authority, and in this area alone, not bound by prior actions of the membership, although such actions should be given serious consideration by the Board,
- **5.10.7** to set annual dues for each membership category by majority vote, and to levy assessments on members in some or all membership categories by three fourths vote, of those present and voting at a meeting of the Board of Directors,
- **5.10.8** to indemnify any person for any liability, claim, or expenses incurred, or to be incurred, by actions taken by that person as an elected official or employee of the Society, with the details of any such indemnification policies provided in the Policies and Procedures Manual, and with additional indemnification beyond that in the Manual allowed by action of the Board; and
- **5.10.9** to establish additional committees of the Board of Directors as necessary to facilitate the conduct of its business.
- **5.20** The Board of Directors shall meet regularly in association with the annual meeting of the society, and at such other times as the Board of Directors shall determine at that meeting and at any subsequent meetings, with all business properly within the powers of the Board permissible at such regular meetings
 - **5.20.1** Special meetings of the Board of Directors may be called by the President, or by majority vote of the Executive Committee, or by petition by a majority of the entire voting membership of the Board, for conduct of specific business.
 - (i) The Secretary-Treasurer or the President shall set the date, time and place of the special meeting to occur within thirty days or less, and shall provide written notice of the meeting, by first class mail postmarked no less than two weeks prior to the date of the meeting, to all members of the Board at their most recent

- address on record, said notice including the date, time, place, and business to be conducted
- (ii) No other business may be conducted at a special meeting of the Board except that business specified in the call to the meeting, and any closely related matters needed to implement the business for which notice was given.
- **5.21** Meetings of the Board of Directors shall be open to all voting and non-voting members of the Board, and the chairs of all Standing and Special Committees of this Society and of the Board, and such other members of the Society that the Board may approve for attendance as guests.
- **5.22** Only voting members of the Board of Directors may make motions, second motions, and vote on actions of the Board of Directors
- **5.23** Both voting and non-voting members shall have equal privileges of debate on all matters before the Board of Directors, and chairs of committees shall have equal privileges of debate on all matters pertaining to the activities of their committee. Others attending board meetings shall not have the privilege of debate, except as granted by majority vote of the Board.
- **5.24** On matters dealing with contracts, evaluation of staff, discipline of members, and such other matters as the voting members of the Board may determine by majority vote, the Board may go into executive session by majority vote, during which time only voting members of the Board may be in attendance and participate in the business of the Board, except to the extent that the Board, by majority vote, chooses to permit the attendance of any person whose presence is felt to be necessary to assist in the deliberations at hand. Members of the Board are obliged to honor the secrecy of such executive sessions, and are subject to disciplinary action by the Board if such obligation is violated.
- **5.25** A quorum is necessary at meetings of the Board of Directors to take any action. A quorum shall be one third of the total voting membership of the Board.
- **5.26** This Society shall have an Executive Committee, composed of:
- **5.26.1** Voting members

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(i) The President, President-Elect. Secretary-Treasurer, Immediate Past President, and no less than one (1) nor more than five (5) additional members who must be either voting or non-voting members of the Board of Directors, or Standing Committee chairs, who may be elected annually by the Board, or who may be designated by the Board in the Policies and Procedures Manual as members of the Executive Committee by virtue of the positions they may hold in the Society.

- (ii) Non-voting members consisting of such additional non-voting members, who must be either voting or non-voting members of the Board, or Standing Committee Chairs, as the voting members of the Executive Committee shall determine, but not to exceed four in number.
- **5.27** The Executive Committee may invite such other MSA members or staff as it feels appropriate, as determined by majority vote of the voting members of the Executive Committee, or by invitation of the President, to participate in the deliberations of the Executive Committee, either on a regular basis, or for any specific meeting, or during the consideration of any specific matter or matters, to the extent that the Executive Committee determines.
- **5.28** The Executive Committee shall meet at the call of the President, and may exercise the powers of the Board of Directors between meetings of the Board, but not to include:
 - **5.28.1** Adoption or amendment of the content of the Policies and Procedures Manual:
 - **5.28.2** Setting dues or establishing assessments; or
 - **5.28.3** Filling vacancies in office and/or election of Directors as provided under Section 4.39, except such powers as these Bylaws elsewhere grant regarding resolution of questions of vacancy.
- **5.29** A quorum is necessary at meetings of the Executive Committee to take any action A quorum shall be half of the total voting membership of the Executive Committee.
- **5.30** The Board of Directors may adopt such procedural rules for the conduct of its meetings, or for the meetings of the Executive Committee, as it sees fit from time to time, by inclusion of such rules in the Policies and Procedures Manual. Such rules, to the extent that they may conflict with the rules in the adopted parliamentary authority, shall have precedence over the parliamentary authority, but these rules may not conflict with the Bylaws of this Society

VI. MEETINGS

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- **6.00** There shall be an Annual Meeting of the membership of this Society, held at the time and place fixed by the Board of Directors, and with such registration fees as the Board of Directors may determine.
 - **6.01** The Annual Meeting shall include a business meeting to conduct the business of this Society as required elsewhere in these Bylaws, and such other business as the Board of Directors and the Society shall determine.
 - **6.02** The Annual Meeting may include educational sessions and other activities as the Board of Directors and the Society shall determine.
 - **6.03** The Policies and Procedures Manual shall include those details of administration of the Annual Meeting not provided for in these Bylaws, and the Board of Directors may determine any matters related to the conduct of the Annual Meeting for which there is no other provision.
- **6.10** Special meetings of the membership of the Society may be called by the Board of Directors by majority vote during a meeting of the Board, or by the affirmative vote of a majority of the entire voting membership of the Board of Directors without a meeting, as indicated by postal mail or email to the Secretary-Treasurer or to that officer's designee, or to the President, or by petition of no less than 10% of the active membership of the Society delivered to the Secretary-Treasurer or to the President of the Society.
 - **6.11** A call for a special meeting, either by the Board or by a membership petition, must include the specific purpose for which that meeting is being called
 - **6.12** A special meeting having been called by the Board or by petition from the membership, the Executive Committee shall set the date, time and place of the special meeting to occur within sixty days or less, and shall provide written notice of the meeting, by first class mail postmarked no less than two weeks prior to the date of the meeting, to all members of the Society at their most recent address on record, said notice including the date, time, place, and business to be conducted.
 - 6.13 No other business may be conducted at a special meeting of the membership except that business specified in the call to the meeting, and any closely related matters needed to implement the business for which notice was given
- **6.20** A quorum is necessary at an Annual Meeting or at a special meeting of the Society for the members to take action. A quorum shall be twenty-five members. Members must attend special meetings in person to participate in the business of that meeting. Members must attend the

Annual Meeting in person to participate in the deliberations and votes of the Annual Meeting, except:

- **6.20.1** Any member may be nominated for and elected to any elected position at the Annual Meeting without being present; and
- **6.20.2** Members residing more than 200 miles from the site of the Annual Meeting may vote in elections by absentee ballot, subject to such requirements as may be designated in the Policies and Procedures Manual.
- **6.30** Meetings of this Society's Board of Directors, Executive Committee, Standing committees, Special committees, or other constituent bodies, other than the Annual Meeting and special meetings of the membership, may be held by telephone conference call, video conference, webbased conference, or other technology, either in place of, or as a supplement to a physical meeting, provided the technology permits all members in attendance, either in person or via the technology utilized, to hear all other members in attendance simultaneously, and attendance at such a meeting by the technology utilized shall be equivalent to attendance in person. The Policies and Procedures Manual may include rules governing such meetings, as necessary.

VII. COMMITTEES

- **7.00** The Society shall have the following Standing Committees.
 - 7.0.1 Committee on Bylaws and Rules
 - 7.0.2 Committee on Practice Management
 - 7.0.3 Committee on Governmental Affairs
 - 7.0.4 Committee on Continuing Medical Education
 - 7.0.5 Committee on Membership
 - 7.0.6 Committee on Finance
 - 7.0.7 Committee on Communications
 - 7.0.8 Committee on Pain Management
 - 7.0.9 Judicial Committee
 - 7.0.10 Nominating Committee
- **7.10** Except as otherwise provided in these Bylaws or in the Policies and Procedures Manual, the chair and membership of all committees shall be appointed by the President, who may make these appointments late in his/her term as President-Elect in anticipation of the term as President.
 - **7.10.1** The Judicial Committee shall be composed of five to seven members who have previously served as officers of the Society, but may not include current officers.
 - **7.10.2** The Nominating Committee shall be composed of the President Elect as chair, and four additional members elected by the Board of Directors.

- **7.20** All committees shall have their duties established in the Policies and Procedures Manual, in addition to any specific duties in these Bylaws, and may have additional duties assigned to them by the Annual Meeting, the Board, the Executive Committee, or the President.
 - **7.20.1** The Judicial Committee shall consider all matters regarding disciplinary proceedings, as detailed in the Policies and Procedures Manual, and in keeping with the rules therein, making recommendations which the disciplined member may accept without further action, or which the member may appeal to the Board of Directors for final decision.
- 7.30 The Society may have special committees from time to time, as needed.
 - **7.30.1** The President may, with the approval of the Executive Committee or the Board, establish special committees
 - **7.30.2** The Executive Committee or the Board may, by adoption of a motion, establish special committees.
 - **7.30.3** The members at an Annual Meeting may, by adoption of a motion, establish special committees.
 - **7.30.4** Unless the motion establishing a special committee provides otherwise, the chair and membership of special committees shall be appointed by the President.
 - **7.30.5** Unless otherwise provided in the motion establishing them, each special committee shall continue until the adjournment of the next Annual Meeting following their establishment, or if established by the President, until the end of the President's term, after which it will cease to exist, unless re-established for the ensuing year or term in the same manner as a new special committee
 - **7.30.6** The duties of a special committee shall be assigned to it by the President, or if established by motion, by the motion establishing it, and additional duties may be assigned to any special committee by the Annual Meeting, the Board, the Executive Committee, or the President.
- **7.40** The powers of both Standing Committees and Special Committees shall be limited to those duties and powers assigned to the committee in the Bylaws and in the Policies and Procedures Manual, although the Annual Meeting or the Board may delegate additional powers to act to committees, except those powers specifically assigned to other bodies in these Bylaws.

VIII. PARLIAMENTARY AUTHORITY

8.00 The latest edition of *The Standard Code of Parliamentary Procedure* (original editions authored by Alice Sturgis) shall govern the affairs and meetings of this Society except when in conflict with these Bylaws or when in conflict with any other rules or provisions adopted by this Society or by its Board of Directors.

IX. AMENDMENTS

- **9.00** These Bylaws may be amended at any Annual Meeting. or at any special membership meeting called for that purpose, by a two-thirds vote of the members present and voting at that meeting.
 - **9.0.1** Amendments to these Bylaws may be originated by any member of this Society. The exact language of an amendment originated by a member of this Society must be submitted to the Board of Directors at least 90 days prior to the Annual Meeting of the Society, and the Board of Directors will then present the amendment at the Annual Meeting and may include the Board's recommendation for action. The Board may ask the Committee on Bylaws and Rules to review the amendment as well and to provide recommendations for action.
 - **9.0.2** Amendments to these Bylaws may be originated by the Committee on Bylaws and Rules, if the purpose of such amendments is to clarify ambiguous provisions in the Bylaws, or to bring the Bylaws into consistency with current practice, or if the general intent of the amendment is directed by the Board or the Annual Meeting. Amendments originated by the Bylaws and Rules Committee must be submitted to the Board of Directors at least 30 days prior to the Annual Meeting of the Society, and the Board of Directors will then present the amendment at the Annual Meeting and may include the Board's recommendation for action.
 - **9.0.3** Amendments to these Bylaws may be originated by the Board of Directors. Amendments originated by the Board may be submitted to the Annual Meeting without advance notice, or to a special meeting called for the purpose of acting on the amendment, in which case the call to the meeting must include the proposed amendment.
- **9.10** A complete revision of these Bylaws may be ordered by an Annual Meeting or by direction of the Board.
 - **9.10.1** If ordered, a special committee will be appointed to prepare the proposed revision.

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- **9.10.2** The proposed revision will be presented to the next Annual Meeting that occurs, provided at least 90 days have passed since it was ordered.
- **9.10.3** The proposed revision will be open to full amendment from the floor at the Annual Meeting at which it is considered, with no limitations on such amendments as to scope of notice.
- **9.10.4** Adoption of the proposed revision will require a majority vote of those present and voting at the Annual Meeting, and if adopted, the proposed revision will completely replace the previously existing Bylaws.
- **9.10.5** If a revision is ordered, no other amendments to the existing Bylaws may be considered at the meeting at which the revision is considered, unless the revision is not adopted.

Amendments:

February 28, 2009