

1 **GEORGIA ACADEMY OF PEDIATRIC DENTISTRY**

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3 **CONSTITUTION AND BYLAWS**

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ARTICLE I. NAME

The name of this organization shall be the Georgia Academy of Pediatric Dentistry, hereinafter referred to as “the Academy”, this Academy” or the GAPD.

ARTICLE II. PURPOSE

The purposes of this organization are as follows:

1. To bring the pediatric dentists of the State of Georgia into one organization for the advancement of the science and art of pediatric dentistry.
2. To encourage, sponsor and advance the achievement of a high and ethical standard of practice, education and research in the art and science of all phases of dentistry for children, adolescents and the disabled and in the continuing education of the health professions and the public concerning recognized scientific advancements in the dental and general health of children.
3. To act in an advisory capacity to state and local dental societies in matters pertaining to pediatric dentistry.
4. To act as a spokesperson for Georgia pediatric dentists in legislative matters, third-party and publicly funded programs, publicity and public relations matters and in matters pertaining to the oral rehabilitation of disabled children.

DEFINITION OF PEDIATRIC DENTISTRY: Pediatric dentistry is an age-defined specialty that provides both primary and comprehensive preventive and therapeutic oral health care for infants, and children through adolescence, including those with special health care needs.

ARTICLE III. AREA

- Section 1. The confines of this Academy shall be the State of Georgia.
- Section 2. The members of this Academy shall meet the Bylaw eligibility requirements as provided in Chapter 1 of the Bylaws.

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93 **ARTICLE IV. ORGANIZATION**
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95 Section 1. The Academy is a non-profit corporation organized under the laws of
96 the State of Georgia.
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98 Section 2. The Academy shall have and continuously maintain in the State of
99 Georgia a registered office and a registered agent whose office shall
100 be identical with such registered office and has such other powers as
101 granted by the Corporation Acts of the State of Georgia.
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103 Section 3. Upon the dissolution of the corporation, the Board of Directors shall,
104 after paying or making provision for the payment of all the liabilities of the
105 corporation, dispose of all the assets of the corporation exclusively for the
106 purposes of the corporation in such manner, or to such organization or
107 organizations organized and operated exclusively for charitable, educational,
108 religious or scientific purposes as shall at the time qualify as an exempt
109 organization or organizations under Section 501 (c) (6) of the Internal
110 Revenue Code of 1954 (or the corresponding provision of any future United
111 States Internal Revenue Law), as the Board of Directors shall determine.
112 Any of such assets not so disposed of shall be disposed of by the Court of
113 Common Pleas of the county in which the principle office of the corporation
114 is then located, exclusively for such purposes or to such organization or
115 organizations, as said Court shall determine, which are organized and
116 operated exclusively for such purposes.
117

118 Section 4. No part of the net earnings of the corporation shall insure to the benefit of,
119 or be distributed to, its members, trustees, officers, or other private persons,
120 except that the corporation shall be authorized and empowered to pay
121 reasonable compensation for services rendered and to make payments and
122 distribution in furtherance of its purposes. Notwithstanding any other
123 provision of these articles, the corporation shall not carry on any activities
124 not permitted to be carried on (A) by a corporation exempt from Federal
125 income tax under section 501 (c) (6) of the Internal Revenue Code of 1954
126 (or the corresponding provision of any future United States Revenue Law)
127 or (B) by a corporation, contributions to which are deductible under section
128 170 (c) (2) of the Internal Revenue Code of 1954 (or the corresponding
129 provision of any future United States Revenue Law).
130

131 Section 5. Membership: The membership of this Academy shall consist of dentists and
132 other persons whose qualifications and classifications shall be established by
133 Chapter I of the Bylaws.
134

135 **ARTICLE V. GOVERNMENT**
136

- 137 Section 1. The legislative and controlling body of this Academy shall be the voting
138 membership gathered together and shall be known as the General
139 Membership.
140
- 141 Section 2. The administrative body of this Academy shall be a Board of Directors as
142 provided in Chapter VI of the Bylaws, which may hereinafter be referred to
143 as “the Board”.
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145 **ARTICLE VI. OFFICERS AND DIRECTORS**

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- 148 Section 1. The elected officers of this Academy shall be the President, President-elect
149 and Secretary-Treasurer, each of whom shall be elected by the general
150 membership. These officers shall comprise the Executive Committee.
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- 152 Section 2. The appointed officers of this Academy shall be an Executive Director,
153 Academy Representative to the Southeastern Society of Pediatric Dentistry
154 (SSPD) and Liaison to the Georgia Academy of Pediatrics (GAP) and
155 AAPD Public Policy Advocate, each designated and appointed by the Board
156 of Directors or the President as provided in Chapter VII of the Bylaws.
157
- 158 Section 3. The Executive Committee shall consist of the elected officers of the Georgia
159 Academy of Pediatric Dentistry, the Executive Director and the Academy
160 Representative to the Southeastern Society of Pediatric Dentistry.
161
- 162
- 163 Section 4. The Board of Directors of this Academy shall consist of the elected officers,
164 the appointed officers and the chairs of the following committees:
165 Constitution and Bylaws, Nominating, Legislative and Continuing
166 Education. These chairs shall be chosen as provided in Chapter IX of the
167 Bylaws and shall serve for a term of three (3) years. The Executive
168 Director, the Academy Director to the SSPD and the Liaison to the GAP and
169 the AAPD Public Policy Advocate shall serve as ex-officio members of the
170 Board without vote.
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172 **ARTICLE VII. MEETINGS OF THE ACADEMY**

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175 There will be a meeting of the Academy held annually in accordance with
176 Chapter IV of the Bylaws.
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178 **BYLAWS**

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183 **CHAPTER I. MEMBERSHIP**
184

185 Section 1. There shall be eleven (11) categories of membership: Active, Life,
186 International, Associate, Affiliate, Affiliate Life, Retired, Student, Allied
187 Honorary and Inactive.
188

189 Section 2. **ACTIVE**

- 190 1. A practicing dentist may be considered for Active membership provided
191 the applicant:
192 a. Is actively involved exclusively in pediatric dentistry by way of
193 practice and/or research and/or teaching of and/or
194 administration in an educational institution within the
195 geographic confines of this Academy, and
196 b. Meets the educational requirements of the American Dental
197 Association for the announcement of practice in pediatric
198 dentistry.
199 c. Members are strongly encouraged to maintain membership in
200 the American Academy of Pediatric Dentistry and SSPD.
201 d. Active members are strongly encouraged to maintain
202 membership in the American Dental Association.
203 e. Maintains a valid license to practice dentistry in Georgia. This
204 provision shall not apply to those individuals who are otherwise
205 duly qualified for membership, but whose current employment
206 does not require a valid Georgia license.
207
208 2. Active members shall pay dues as provided in Chapter X, Section
209 2 of these Bylaws.
210
211 3. Membership becomes effective following review and approval of the
212 application by the Board of Directors.
213

214 Section 3. **LIFE:**

- 215 1. This category of membership is available, upon application, to Active
216 members who:
217 Have been-members in good standing of the Academy for thirty
218 (30) consecutive years, excluding student years, and have
219 reached the age of sixty-five (65) years, and
220 a. Continue to fulfill the provisions set forth in Chapter I, Section 2,
221 for an Active member, and have paid all dues and assessments
222 through the calendar year in which application for Life
223 membership is made, or
224
225

226 Have left practice or educational careers due to permanent medical
227 disabilities and fulfill all other criteria except age or membership
228 tenure.

229 b. Maintain a valid license to practice dentistry in Georgia. This
230 provision shall not apply to those individuals who are otherwise
231 duly qualified for membership, but whose current employment
232 does not require a valid Georgia license.

233 _____
234 c. Life members who derive some income from dentistry shall pay
235 annual dues equal to fifty percent (50%) of an Active member's
236 dues. Life members who derive no income from dentistry shall
237 pay no annual dues.

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241 Section 4. **INTERNATIONAL**

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243 This category of membership is available as an option for all pediatric
244 dentists who meet the qualifications established for Active membership as
245 outlined in Chapter I, Section 2 (with the exception of those pediatric
246 dentists in the federal services) who practice, teach, or do research outside
247 the United States.

248

249 International members shall pay annual dues equal to fifty percent (50%)
250 of an Active member's dues.

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253 Section 5. **ASSOCIATE**

254 This category of membership is available, upon application, to the
255 following individuals:

256 a. Dentists who are educationally-qualified in one of the other
257 specialty areas of dentistry recognized by the American Dental
258 Association, and

259 b. Pediatricians and other physicians.

260

261 2. Associate members shall pay annual dues equal to fifty percent (50%) of
262 an Active member's dues.

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265 Section 6. **AFFILIATE:**

266 1. This category of membership is available, upon application, to general
267 dentists who practice in Georgia, and

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269 Are strongly encouraged to maintain membership in the American
270 Dental Association, and

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2. Maintain a valid license to practice dentistry in the state of Georgia.
This provision shall not apply to those individuals who are otherwise
duly qualified for membership but whose current employment does not
require a valid Georgia license.
 3. Affiliate members shall pay the same dues and fees as Active members.

278 Section 7. **AFFILIATE LIFE:**

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1. This category of membership is available Affiliate members who:
 - a. Have been members in good standing for a total of thirty (30)
years, excluding student years, and have reached the age of sixty-
five (65) years, and
 - b. Continue to fulfill Affiliate membership eligibility criteria.
 - c. Affiliate Life members who derive some income from dentistry
shall pay annual dues equal to fifty percent (50%) of the Affiliate
member's dues. Affiliate members who derive no income from
dentistry shall pay no annual dues.

290 Section 8. **RETIRED:**

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1. This category of membership is available to Active, Associate and
Affiliate members, upon application, who:
 - a. Have been members in good standing of this Academy and,
 - b. Have voluntarily and completely retired from practice, teaching and
/or administration, and
 - c. Are not engaged in part-time practice or employed in an
administrative or teaching capacity for which remuneration is
received, and
 - d. If previously a member of this Academy, have paid all dues and
assessments through the calendar year in which application for Retired
membership is made, and
 - e. Have been a dues paying member for a minimum of fifteen (15) years.
 2. Dues for Retired members are waived.

306 Section 9. **STUDENT:**

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- This category of membership is available, upon application, to a:
1. Postdoctoral Student: who is either a full-time or
part-time postdoctoral student enrolled in an
educational program in pediatric dentistry and
accredited by the American Dental Association or
its foreign equivalent, or a
 2. Predoctoral Student: who is enrolled in an
educational program accredited by the ADA
CODA.
 3. Student members shall be exempt from payment of
Academy dues.

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Section 10:

ALLIED:

This category of member is available, upon application, to:

1. Dental and medical allied health professionals, including dental hygienists, dental assistants, pediatric nurses, and physician assistants, whose interests are consistent with the mission of the Academy.
2. Allied members shall pay annual dues equal to twenty-five percent (25%) of an Active member's dues.

Section 11.

HONORARY:

Honorary members shall be individuals who may not otherwise be eligible for membership in the Academy but who have made unusual or outstanding contributions to the science, teaching, and /or practice of pediatric dentistry.

1. Nominations of candidates should be submitted to the Executive Committee and Board of Directors.
2. The unanimous recommendations of the Executive Committee and Board of Directors shall be required for consideration for election. An affirmative vote of three-fourths (3/4) of the membership present, eligible to vote and voting at any annual meeting shall be required for approval.
3. Dues for Honorary members are waived.

Section 12.

INACTIVE:

This category of membership is reserved for members who were previously Active, Associate, Affiliate, Life, or Affiliate Life members who receive no income from dentistry but who wish to maintain a relatively close association with the Academy. The member must apply annually for this membership classification.

Section 13.

PRIVILEGES:

1. **ACTIVE and Life** members shall be eligible to:
 - a. Attend all meetings of the Academy.
 - b. Vote on all issues brought before the membership.
 - c. Hold office and serve on committees.
 - d. Active and Life members shall receive copies of all general membership communications and publications, including the Academy roster.
2. **INTERNATIONAL AND ASSOCIATE** members shall be eligible to:

- 364 a. Serve as consultants to committees, but not vote or hold
365 office.
366 b. Attend all meetings of the Academy.
367 c. Receive copies of all general membership communications and
368 publications, including the Academy roster.
369 d. May be assessed a fee for required international postage as
370 determined by the Executive Director.
371
372 3. **STUDENT** members shall be eligible to:
373 a. Serve as consultants to committees, but not vote or hold
374 office.
375 b. Attend all meetings of the Academy.
376 c. Receive copies of all general membership communications
377 and publications, including the Academy roster.
378
379 4. **RETIRED** members shall be eligible to:
380 a. Serve as consultants to committees, but not vote or hold
381 office.
382 b. Attend all meetings of the Academy.
383 c. Receive at no fee copies of all general membership
384 communications and publications.
385 d. In the event a Retired member resumes practice, teaching, or
386 administration, it shall be incumbent upon said member to notify
387 the Executive Director and Board of Directors for reinstatement
388 to the former category of membership.
389
390 5. **AFFILIATE and Affiliate Life** members shall be eligible to:
391 a. Serve as consultants to committees, but not vote or hold office.
392 b. Attend all meetings of the Academy.
393 c. Receive copies of all general membership communications
394 and publications, including the Academy roster.
395 d. Affiliate or Affiliate Life members may not use the Academy
396 name, membership status or logo, or imply special expertise or
397 training in pediatric dentistry.
398
399
400 6. **HONORARY** members shall be eligible to:
401 a. Serve as consultants to committees, but not vote or hold office
402 b. Attend all meetings of the Academy
403 c. Receive copies of all general membership communications and
404 publications, including the Academy roster.
405
406 7. **ALLIED** members shall be eligible to:
407 a. Attend the annual meeting of the Academy
408 b. Received copies of all communications and publications.

409 c. Allied members may not use the Academy name, membership
410 status or logo.

411

412 **8. INACTIVE** members shall be eligible to:

413 a. Serve on committees, but not vote or hold office

414 b. Attend all meetings of the Academy

415 c. Receive requested membership services at a cost determined by
416 the Board of Directors.

417

418 **Section 14: APPLICATION PROCEDURE**

419 1.Applications for all categories of membership shall be submitted to the
420 AAPD home office and delivered to the Executive Director of this
421 Academy.

422 2. The appropriate dues and application fees for the category of
423 membership for the current fiscal year shall become payable with the
424 application for membership and shall be delivered to the Executive
425 Director of the Academy. In the event the application for membership is
426 not approved, the dues will be refunded.

427 3. Upon receipt of the application for membership, the Executive
428 Director shall review the applicant's qualifications to assure that they
429 conform to the respective requirements for membership as set forth in
430 this Chapter.

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433 **CHAPTER II. SUSPENSION OR EXPULSION OF MEMBERS**

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435 Section 1. Members may be suspended or expelled for failure to pay dues
436 appropriate for their membership category. Any member in default
437 of payment of dues shall be suspended ipso facto from all privileges
438 of membership. Failure to pay dues by July 1st of any year
439 may result in suspension of membership.

440

441 Section 2. A member whose membership has been terminated by operation
442 of any of the foregoing provisions may be restored to membership
443 by application to be accompanied by a reinstatement fee in the
444 amount of one (1) year's dues and payment of all assessments made
445 during the time the membership was in lapse, together with
446 documented evidence that the delinquency or delinquencies that
447 effected the termination of membership have been fully corrected.

448

449 Section 3. Any member may be removed from membership by a three-fourths (3/4)
450 vote of the Board of Directors at any general or special meeting of
451 the Board called for that purpose, for unethical conduct in his/her
452 practice, research or teaching or upon his/her conviction of a felony,
453 or for other conduct involving moral turpitude.

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CHAPTER III. FISCAL YEAR

The fiscal year for the Academy shall begin on January 1st and terminate on December 31st of each year. The records of the Academy may be audited each year immediately prior to the 1st day of January by a person or persons designated by the President, and a report shall be presented to the Board of Directors at the meeting of the general session.

CHAPTER IV. MEETINGS OF THE ACADEMY

- Section 1. A meeting of the Academy shall be held annually at a time and place selected and announced by the Board of Directors.
- Section 2. Notice of any annual meeting shall be given to each member in writing at least thirty (30) days prior to the meeting.
- Section 3. The Board of Directors shall be primarily responsible for the agenda of the annual meeting.
- Section 4. Meetings shall be open to members of the Academy and approved guests as set forth in Chapter IV, Section 5 of the Bylaws.
- Section 5. Guests are those individuals who are not applicants nor eligible for membership and who would contribute to the Academy's objectives by being present, or other persons the Academy may wish to invite. A member of the Academy may bring a guest to the annual meeting, however, a request for guest attendance shall be submitted to the Executive Director at least thirty (30) days prior to the meeting date. The Executive Director shall be empowered to approve processing of guest applications except where qualifications are questionable. In such cases, the Executive Committee must approve the application.
- Section 6. A quorum shall consist of the eligible voting Academy members present at the Annual meeting.
- Section 7. A special meeting may be called by the President or upon written request of ten members in good standing. Such special meeting will be for the purpose of discussing and voting upon one or more specific issues. No further business may be discussed or acted upon at such special meeting.

CHAPTER V. VOTING AND ELECTIONS

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- Section 1. Only Active Members of the Academy shall, at every meeting of the membership, be entitled to one (1) vote in person upon each subject properly submitted for a vote. Election of officers and members of the Board of Directors shall be held annually. An officer and member of the Board of Directors shall be duly elected when he or she receives a majority of the votes cast at an election.
- Section 2. At all meetings, except for the election of officers and Board of Directors, all votes shall be by voice or by a show of hands. At any regular or special meeting, if a simple majority so requests, any question may be voted upon by closed ballot.
- Section 3. At all votes by closed ballot, the chairperson of such meeting shall immediately, prior to the commencement of balloting, appoint a committee of three (3) who shall act as “Inspectors of Elections” and who shall, at the conclusion of such balloting, certify in writing to the chairperson the results and the certified copy shall be physically affixed in the minute book to the minutes of that meeting.

CHAPTER VI. OFFICERS AND DIRECTORS

- Section 1. The business, property and affairs of this Academy shall be managed by a Board of Directors.
- Section 2. No voting member of the Board of Directors shall receive any compensation from the GAPD, other than reimbursement for incurred expenses. The members of the Board of Directors of the GAPD shall not be personally liable for its debts, liabilities or other obligations.
- Section 3. The elected officers of the Academy shall consist of the:
- 1. President-elect
 - 2. Secretary-Treasurer
- All but the President shall be elected at the annual election to be held during the annual meeting of the Academy. The President-elect automatically assumes the office of the President at the next annual meeting following election to President-elect.
- Section 4. The appointed officers of the Academy shall be the:

- 547 1. Executive Director
- 548 2. Academy Representative to the SSPD
- 549 3. Liaison to the GAP
- 550 4. Chair of the Continuing Education Committee
- 551 5. AAPD Public Policy Advocate
- 552

553 The Executive Director shall be nominated by the Nominating Committee
 554 and approved by a majority vote of the Board of Directors. The SSPD
 555 Representative and the GAPD Liaison will be appointed by the President.
 556 The AAPD Public Policy Advocate will be appointed by the AAPD from a
 557 slate nominated by the President of the GAPD in consultation with the
 558 Executive committee. If there is any question regarding qualification for
 559 these positions, the Executive Committee must approve the appointments.
 560

561 Section 5. Nominations for the respective offices shall be made by a Nominating
 562 Committee consisting of the three most recent Past-Presidents with
 563 the least recent Past-President serving as chair.
 564

565 Section 6. The officers shall be elected for a term of two (2) years and shall
 566 continue in office until their respective successors are elected and
 567 assume the responsibilities of office.
 568

569 Section 7. The Board of Directors shall consist of the President, President-elect,
 570 Secretary-Treasurer, the immediate Past-President, the appointed officers
 571 and the chair of the Constitution and Bylaws, Nominating, {DELETE
 572 COMMITTEE] Legislative and Continuing Education Committees. The
 573 Executive Director, GAP Liaison, AAPD Public Policy Advocate and the
 574 GAPD Director to the SSPD shall serve as ex-officio members of the Board
 575 without vote.
 576

577 Section 8. The Executive Director shall be nominated by the Nominating
 578 Committee and approved by a majority vote of the members of the
 579 Board of Directors. There will be no financial compensation for the
 580 holder of the Executive Director position. The Executive Director will
 581 be appointed for a term of three (3) years, and the appointment will
 582 be automatically renewed unless notice is delivered by either party to
 583 the other within thirty (30) days of the Board of Directors meeting
 584 immediately preceding the annual meeting.
 585

586 Section 9. The GAPD Director to the Southeastern Society of Pediatric Dentistry
 587 (SSPD) shall be appointed by the President and shall serve a term of
 588 three (3) years.
 589

590 Section 10. The Liaison to the Georgia Academy of Pediatrics (GAP) shall be
 591 appointed by the President and shall serve a term of three (3) years.
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- 593 Section 11. The Continuing Education Committee Chair shall be appointed by the
594 President and shall serve a term of three (3) years.
- 595 Section 12 The AAPD Public Policy Advocate shall be appointed by the AAPD
596 and shall serve a term of one (1) year, which may be renewed indefinitely.
597
- 598 Section 13. A majority of members of the Board of Directors shall constitute a quorum.
599 The meetings of the Board shall be held at the discretion of the President but
600 shall take place at least once each year.
601
- 602 Section 14. Vacancies which occur among the said officers or Directors shall be
603 filled through appointment by a majority vote of the remaining
604 members of the Board of Directors. Each person so elected to fill a
605 vacancy shall remain a Director until the expiration of the vacated
606 term of office. A Director who has filled an unexpired term shall
607 be eligible to be elected to serve a full term. The Board of Directors
608 of this Academy shall have the power to fill any other vacancies and
609 to appoint such other officers and agents as the Board may deem
610 necessary for the transaction of the business of the Academy.
611
- 612 Section 15. Any officer or agent may be removed by the Board of Directors,
613 following a hearing, by a two-thirds (2/3) vote of the Board, whenever
614 the interest of the Academy is best served.
615

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

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- 619 Section 1. **BOARD OF DIRECTORS AND EXECUTIVE COMMITTEE:**
- 620 1. The Board of Directors and the Executive Committee
621 shall have and exercise the authority of the Academy in the
622 management and the business of the Academy between
623 meetings of the general membership. Each of the Directors
624 and Officers shall have one (1) vote in issues presented to the
625 Board members unless specifically prohibited by these Bylaws.
626 Furthermore, the Board of Directors shall review annually the
627 budget, review and approve contracts of the Academy unless such
628 approval of said contracts is specified elsewhere in these Bylaws
629 and conduct an annual review of the office of the Executive
630 Director,
631
- 632 2. The Board of Directors shall only act in the name of this
633 Academy when it is regularly convened by its chairperson. Due
634 notice of such meetings shall be sent to all the Directors by the
635 Secretary-Treasurer.
636
- 637 Section 2. **PRESIDENT:** The duties of the President shall be to:
638 1. Serve as the chief executive officer and official

- 639 representative of this Academy in its contracts with
640 government, civic, business and professional organizations
641 for the purpose of advancing the objectives and policies of
642 this Academy.
- 643 2. Serve as chair of the Board of Directors.
 - 644 3. Serve as the presiding officer of the meetings of the general
645 membership.
 - 646 4. Present an ad interim newsletter to the general membership
647 and an annual report to the Board of Directors.
 - 648 5. Present to the general membership at its annual meeting a
649 report on the activities of the Board of Directors as well as
650 such matters deemed of importance to the Academy.
 - 651 6. Call special meetings of the Board of Directors and the
652 Executive Committee.
 - 653 7. Nominate all appointments subject to approval of the Board
654 of Directors, except as otherwise provided in these Bylaws.
 - 655 8. Nominate individuals to fill any vacancy on the Board of
656 Directors, except as otherwise provided in these Bylaws.
 - 657 9. Upon expiration of the term of office as President serve as a
658 member of the Board of Directors for the following one (1) year
659 and as a member of the Nominating Committee for the following
660 one (1) year.
 - 661 10. Serve as an advisory member and ex-officio member of all
662 committees.
 - 663 11. Perform such other duties as may be provided in these Bylaws.

665 Section 3. **PRESIDENT-ELECT:** The duties of the President-elect shall be to:

- 666 1. Serve as a member of the Board of Directors and the
667 Executive Committee.
- 668 2. Succeed to the office of President without other election at
669 the next annual meeting of the Academy following election
670 as President-elect.
- 671 3. Assume the duties of President in case of the latter's
672 absence, disability, resignation or death.
- 673 4. Preside when it is necessary for the President to leave
674 the chair.
- 675 5. Serve as a consultant to all committees.
- 676 6. Perform such other duties as may be provided in these
677 Bylaws or as directed by the President or the Board of
678 Directors.

680 Section 4. **SECRETARY-TREASURER:** The duties of the Secretary-
681 Treasurer shall be to:

- 682 1. Serve as a member of the Board of Directors and the
683 Executive Committee.
- 684 2. Serve as Secretary to the Board of Directors.

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3. Maintain oversight of all monies, securities and deeds belonging to the Academy, in conjunction with the Executive Director.
 4. Review the annual audit of the funds of the Academy.
 5. Serve until a successor is elected and installed.
 6. Perform the duties of the Vice-President in the event of temporary or permanent vacancy in that office as provided in these Bylaws.
 7. Perform such other duties as may be provided in these Bylaws or as directed by the President or the Board of Directors.

697 Section 5. The **EXECUTIVE DIRECTOR** shall:

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1. Be nominated by the Nominating Committee, approved by a majority vote of the Board of Directors and serve as an ex-officio member of the Board of Directors.
 2. Serve as custodian of all monies, securities and deeds belonging to this Academy and to hold, invest and disburse these subject to the direction of the Board of Directors.
 3. Prepare a preliminary budget annually and submit it to the Budget and Finance Committee for review.
 4. Serve as a member of the Budget and Finance Committee.
 5. On or before January 1st of each year, notify each member of the amount due to the Academy for the ensuing fiscal year and request payment be made on or before the 31st day of March of that year.
 6. Notify all members in arrears, on or before January 15th, that they will be automatically dropped from membership unless dues are paid by March 31st and make an annual, written report including therein the names of all members in arrears and those dropped from membership.
 7. Perform such other duties as may be provided in these Bylaws or as directed by the President or the Board of Directors.

720 Section 6. The **ACADEMY REPRESENTATIVE TO THE SOUTHEASTERN**
721 **SOETY OF PEDIATRIC DENTISTRY:**

- 722 The President shall appoint one (1) member to serve as the
723 representative to the Southeastern Society of Pediatric
724 Dentistry. The duties of the representative shall be:
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1. To attend the meetings of the Southeastern Society of Pediatric Dentistry (SSPD) on behalf of the GAPD.
 2. To advise the Board of Directors on issues brought before the SSPD that pertain to the GAPD and to recommend possible responses to the issues as they are brought up.

- 731 3. To speak on behalf of the GAPD at meetings of the SSPD
- 732 regarding such issues when specifically directed to do so
- 733 by the President or when requested to do so by members
- 734 of the Board of Directors during a meeting when
- 735 communication with the President beforehand is not possible.
- 736 4. To act as a liaison between the GAPD and the SSPD
- 737 regarding issues before the Board.
- 738 5. To serve in a professional manner so as to be an example
- 739 of the members of the GAPD in their presence, conduct and
- 740 communications to and before the Board.

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742 Section 7. The **LIAISON TO THE GEORGIA ACADEMY OF PEDIATRICS:**

743 The President shall appoint one (1) member to serve as the
744 representative to the Georgia Academy of Pediatrics.

745 The duties of the representative shall be:

- 746 1. To attend the meetings of the Georgia Academy of
- 747 Pediatrics (GAP) on behalf of the GAPD.
- 748 2. To advise the Board of Directors on issues brought
- 749 before the GAP that pertain to the practice of Pediatric
- 750 Dentistry and to recommend possible responses to the issues
- 751 as they are brought up.
- 752 3. To speak on behalf of the GAPD at meetings of the GAP
- 753 regarding such issues when specifically directed to do so
- 754 by the President or when requested to do so by members
- 755 of the Board of Directors during a meeting when
- 756 communication with the President beforehand is not possible.
- 757 4. To act as a liaison between the GAPD and the GAP
- 758 regarding issues before the Board.
- 759 5. To serve in a professional manner so as to be an example
- 760 of the members of the GAPD in their presence, conduct and
- 761 communications to and before the Board.

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765 Section 8. The **GAPD PUBLIC POLICY ADVOCATE(S)**

766 The GAPD President shall appoint up to two members to serve as
767 the GAPD

768 Public Policy Advocate from a slate of candidates nominated by the
769 President of the GAPD in consultation with the Executive
770 Committee.

771 The duties of the advocate(s) shall be:

- 772 1. To serve as the GAPD's advocate(s) for the oral health
- 773 issues of children. The Advocate(s) shall interact and
- 774 maintain working relationships with the state legislature and
- 775 other elected bodies, state regulatory agencies (including
- 776 Medicaid), licensing bureaus, oral health coalitions,

- 777 foundations, and The Dental College of Georgia at Augusta
778 University at all levels of policy making, in representing
779 children's oral health issues.
780 2. To coordinate advocacy efforts of GAPD with those of
781 AAPD and the GDA.
782 3. To monitor on an ongoing basis issues which affect the
783 oral health of children and to serve as an information
784 resource to the officers of the GAPD.
785 4. To assist the officers of GAPD in setting advocacy goals
786 for GAPD and devising strategies to achieve these goals.
787 5. To monitor all bills under consideration by the GA state
788 legislature which affect children's oral health and to make
789 recommendations by written report at each meeting of the
790 Board.
791 6. To provide written or oral testimony before GA
792 legislative committees, governmental agencies, or regulatory
793 bodies.
794 7. To submit articles to the GAPD website for purposes of
795 informing and educating the membership on issues of public
796 policy and oral health.
797 8. To attend the meeting of the Board of Directors of the
798 GAPD and to provide a report of the activities of the PPA
799 and issues affecting children's oral health.
800 9. To attend training sessions offered by the AAPD and to
801 attend the AAPD's annual Congressional Lobby Days, with
802 expenses to be borne by the AAPD.
803 10. To provide an annual written report of activities to the
804 GAPD Board of Directors.
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807 **CHAPTER VIII. ELECTION AND INSTALLATION OF OFFICERS**

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- 809 Section 1. The officers of the Academy shall be elected during the annual meeting
810 of the Academy. Nominees for the several offices shall be presented to
811 the membership by the Nominating Committee, which shall submit a
812 nominee for each office. Nominations shall also be permitted from the
813 floor.
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815 Section 2. All elected officers shall require, for election, a simple majority of the
816 votes of those members present and voting. In the event the initial
817 balloting does not result in a majority, the two (2) nominees receiving the
818 highest number of votes shall have a run-off election to establish a
819 simple majority. In each case that the initial balloting does not result in
820 a clear-cut first and second choice, numerically, and the same number of
821 votes are cast for either first or second place nominees, a run-off election
822 shall be held involving all first and second place nominees to establish

823 the election by a simple majority.
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825 Section 3. The installation of officers shall be conducted at the annual meeting of
826 the members.
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832 **CHAPTER IX. COMMITTEES**

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835 Section 1. **STANDING COMMITTEES:** The following standing committees,
836 who shall report directly to the Board of Directors and whose duties
837 and responsibilities are designated below, are constituted. Except where
838 otherwise specified herein, the President shall appoint standing
839 committee members and chairs.
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841 1. **BUDGET AND FINANCE:**

842 The Budget and Finance Committee shall consist of the President-elect,
843 Secretary-Treasurer, Immediate Past-President and the Executive
844 Director. The Secretary-Treasurer shall serve as the chair. The
845 Executive Director shall serve as an ex-officio member without
846 vote. The committee shall review the budget and finances
847 of the Academy and make recommendations to the Board of
848 Directors for its approval.
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850 2. **CONSTITUTION AND BYLAWS:**

851 The Constitution and Bylaws Committee shall consist of two (2)
852 members who shall be appointed by the President. These two
853 members shall serve as co-chairs and shall serve on the Board of
854 Directors of the Academy. They shall evaluate the Constitution and
855 Bylaws on a periodic basis. All proposed amendments to these Bylaws
856 shall be referred to this committee for study and recommendation.
857 Proposed amendments recommended for adoption shall be certified to
858 the Secretary for formal notification of the members, as provided in
859 Chapter XII of these Bylaws. Thereafter, the co-chairs of the
860 Committee shall present such amendment(s) to the Academy for
861 adoption at the next annual meeting.
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863 3. **NOMINATING:**

864 The Nominating Committee shall consist of the three most recent Past-
865 Presidents with the least recent Past-President serving as chair.
866 The chair shall serve on the Board of Directors of the Academy.
867 This committee shall select nominees from the eligible membership
868 for the offices of President-elect and Secretary-Treasurer. It shall

869 select nominees for Executive Director and Membership Chair.

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4. **LEGISLATIVE:**

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The Legislative Committee shall consist of three (3) members appointed by the President, one of which the President shall appoint as chair. One of the three members shall be the AAPD Public Policy Advocate. The Executive Director shall serve as an ex-officio member of this committee. The purposes of this committee shall be:

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a. To serve as a member of the Board of Directors of the Academy.

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b. To attend the meetings of the Georgia State Board of Dentistry on behalf of the Academy.

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c. To advise the Board of Directors on issues brought before the Board of Dentistry that pertain to the practice of Pediatric Dentistry and to recommend possible responses to the issues as they are brought up.

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d. To speak on behalf of the Academy at meetings of the Board of Dentistry regarding such issues when specifically directed to do so by members of the Board of Dentistry during a meeting when communicating with the President beforehand is not possible.

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e. To act as a liaison between the Academy and the Georgia Dental Association regarding issues before the Board.

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f. To serve in a professional manner so as to be an example of the members of this Academy in their presence, conduct and communications to and before the Board of Dentistry.

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5. **CONTINUING EDUCATION:**

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The Continuing Education Committee shall be responsible for the creation and execution of continuing education courses to further the educational interests of the Academy members. The chair of this committee will serve a three (3) year term.

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The Continuing Education chair shall:

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1. Be appointed by the President and approved by the Board of Directors.

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2. Serve on the Board of Directors of the Academy.

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3. Make recommendations to the Board of Directors for creation and execution of continuing education courses.

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4. Appoint committee members to aid in the creation and execution of continuing education courses.

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Section 2. **Special Committees:**

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

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CHAPTER X. DUES, ASSESSMENTS AND FEES

- Section 1. The fee and due date for an application to any type of membership shall be established by the Board of Directors and approved by the membership at any regular or special meeting.
- Section 2. The annual dues and their due date for all categories of membership shall be established by the Board of Directors and approved by the membership at any regularly scheduled or special meeting called for that purpose, providing at least thirty (30) days notice has been given to the membership of such impending action.
- a. Dues for Retired, Inactive, Student memberships are waived.
 - b. Affiliate members shall pay the same dues as Active members.
 - c. Allied members shall pay annual dues equal to twenty-five percent (25%) of an Active member's dues.
 - d. International and Associate members shall pay annual dues equal to fifty percent (50%) of an Active members' dues.
 - e. Life and Affiliate Life members who derive some income from dentistry shall pay annual dues equal to fifty percent (50%) of the Active or Affiliate member's dues. Life and Affiliate Life members who derive no income from dentistry shall pay no annual dues.
- 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 and entitled to vote and voting.
- a. International, Associate, Inactive, Retired, Student, Allied and Honorary members shall be exempt from the payment of any assessment levied upon the membership.
 - b. Life and Affiliate Life members who derive some income from dentistry shall pay assessments in the amount of fifty percent (50%) of an Active or Affiliate member assessment levied upon the membership. Life or Affiliate Life members who derive no income from dentistry shall be exempt from paying assessments levied upon the membership.

CHAPTER XI. PROCEDURES

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962 Section 1. Amendments to the Constitution and Bylaws may be proposed by any
963 member and shall be submitted to the Executive Director in written form,
964 delivered and dated at least sixty (60) days prior to the annual meeting.
965 The Executive Director shall transmit the proposed amendment to the
966 Constitution and Bylaws Committee Chair within ten (10) days of
967 receipt. Any proposed amendment to the Constitution and Bylaws shall
968 be submitted to the membership no later than thirty (30) days prior to
969 the annual meeting or at a special meeting called for such purposes.
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971 Section 2. The Constitution and/or Bylaws may be repealed or amended by a two-
972 thirds (2/3) vote of the members present and entitled to vote and voting
973 at any annual meeting of this Academy, or these Bylaws may be repealed
974 or amended at a special meeting called for such purpose provided that
975 due notice of the proposed amendment shall have been submitted to each
976 of the members of the Academy at least thirty (30) days prior to such
977 action. The Constitution and/or Bylaws may be amended or repealed
978 at any annual meeting without prior notice of the proposed
979 amendment by the unanimous vote of the members present and entitled
980 to vote and voting.
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982 Section 3. The parliamentary procedures of the Academy shall be governed by
983 the current edition of **Sturgis Standard Code of Parliamentary**
984 **Procedures.**
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