

ANA-NY 2019 Annual Meeting Report



Name of committee

Bylaws Committee

Report details/accomplishments

ARTICLE I. Name, Purposes and Functions
Section 2. Purposes

The purposes of ANA-NY shall be to foster high standards of nursing, promote the professional and educational advancement of nurses, and promote the welfare of nurses to the end that all people may have better health care.

Section 2. Purposes

The purposes of ANA-NY shall be to foster high standards of nursing, promote the professional and educational advancement of Registered Professional Nurses nurses, and promote the welfare of nurses to the end that all people may have better optimal health care.

Our membership only includes RNs

Word choice *All in favor
None opposed
No abstentions

*All in favor
None opposed
No abstentions

Section 3. Functions

The functions of ANA-NY shall be to:

h. promote relationships with the Nursing Students Association of New York State (NSANYS).

Delete h. Should not reference another organization in our Bylaws *All in favor
None opposed
No abstentions

ARTICLE II. Membership
Section 2. Qualifications

b. A registered nurse who has surrendered a license to practice or a nurse who has retired and/or no longer chooses to practice, but whose license was in good standing with his/her licensing board at the

time the nurse made the decision not to maintain an active license, is qualified for membership, provided, however, that a nurse who has surrendered his or her license while under investigation by a state or territorial licensing authority or to resolve charges brought by a state or territorial licensing authority shall not be qualified for membership unless his or her license shall have been restored. A registered nurse who has surrendered a license to practice or a nurse who has retired and/or no longer chooses to practice, but whose license was in good standing with his/her licensing board at the time the nurse made the decision not to maintain an active license, is qualified for membership. A nurse who has surrendered his or her license while under investigation by a state or territorial licensing authority or to resolve charges brought by a state or territorial licensing authority shall not be qualified for membership unless his or her license shall have has been restored.

Word choice

* Gets rid of extraneous language

During the discussion, the recommendation to make the language more concise:

A registered nurse who has surrendered a license to practice or a nurse who has retired and/or no longer chooses to practice, but whose license was in good standing with his/her licensing board at the time the nurse made the decision not to maintain an active license, is qualified for membership. A nurse who has surrendered his or her license while under investigation by a state or territorial licensing authority or to resolve charges brought by a state or territorial licensing authority shall not be qualified for membership unless his or her license shall have has been restored.

*All in favor

None opposed

No abstentions

Section 3. Dues

- a. The Board of Directors shall establish the initial dues rates, which thereafter may be changed by the Governing Assembly of ANA-NY. Dues shall include the then-current rate of dues paid by ANA-NY to the ANA, in accordance with the policies adopted by the ANA Membership Assembly.
- b. Dues rates may be changed at any meeting of the ANA-NY Governing Assembly.
- c. Dues categories shall be determined by the ANA-NY Board of Directors.

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- b. Dues shall include the then-current rate of dues paid by ANA-NY to the ANA, in accordance with the policies adopted by the ANA Membership Assembly.
- c. Dues rates may be changed at any meeting of the ANA-NY Governing Assembly.
- d. Dues categories shall be determined by the ANA-NY Board of Directors.
Removal of initial dues statement

Under VPP there are no longer a variety of dues categories

- *All in favor
- None opposed
- No abstentions

- *All in favor
- None opposed
- No abstentions

Section 5. Membership Rights

The member shall have the right to:

- a. receive an ANA-NY membership card, The American Nurse, and American Nurse Today.
- b. be a candidate for ANA-NY and ANA elective or appointive positions in accordance with qualifications set forth in the ANA-NY or ANA Bylaws.

Section 5. Membership Rights

The member shall have the right to:

- a. receive an ANA-NY membership card, The American Nurse, and American Nurse Today.

- b. be a candidate for ANA-NY and ANA elective elected or appointive appointed positions in accordance with qualifications set forth in the ANA-NY or ANA Bylaws.

We do not issue membership cards for ANA-NY and the journals listed are ANA's

- *Word choice* *All in favor
- None opposed
- No abstentions

Note, that members can go online and print out a membership card if so desired.

- *All in favor
- None opposed
- No abstentions

Section 6. Membership Obligations

The member shall have the obligation to:

- c. pay dues as required by ANA-NY and ANA.
Dual membership is the only option in NY *All in favor
None opposed
No abstentions

Section 7. Disciplinary Action and Appeal

d. Appeal of Disciplinary Action:

A member may appeal any disciplinary action in accordance with the policy and procedures in the Policy Manual. The disciplined member will submit a written appeal request to the Executive Director. The disciplinary action will be lifted by a two-thirds vote of the Directors-at-Large.

Section 7. Disciplinary Action and Appeal

d. Appeal of Disciplinary Action:

A member may appeal any disciplinary action in accordance with the policy and procedures in the Policy Manual. The disciplined member will submit a written appeal request to the Executive Director. The disciplinary action reversal requires will be lifted by a two-thirds vote of the Directors-at-Large.

Word choice *All in favor

- None opposed
- No abstentions

ARTICLE V. Board of Directors

Section 5. Responsibilities

The Board of Directors shall:

- i. define qualifications for appointive positions, make appointments and fill vacancies unless otherwise specified in these Bylaws.

Section 5. Responsibilities

The Board of Directors shall:

- i. define qualifications for appointive appointed positions, make appointments and fill vacancies unless otherwise specified in these Bylaws.

Word choice *All in favor

- None opposed
- No abstentions

Note, please have Shakira look at the website to review the perception of Jeanine's position as a voting member of the board.

- o. establish relationships and collaboration with the Nursing Students Association of New York State (NSANYS). Delete o. Should not reference another organization in our Bylaws *All in favor

- None opposed
- No abstentions

Section 6. Terms of Office

c. Newly elected Officers and Directors-at-Large shall take office at the close of the annual Governing Assembly meeting. Section 6. Terms of Office

- d. At the beginning of the next fiscal year, newly elected Officers and Directors-at-Large shall take office.

Our fiscal year begins January 1 *All opposed

- None in favor
- No abstentions

Rationale: Officers and Directors-at-Large are sworn in at the Governing Assembly and begin right away.

Section 9. Duties of Officers

b. The Vice-president shall assume the duties of the President in the President's absence or at the discretion of the President and serve as an alternate to the President at the ANA Membership Assembly. Section 9. Duties of Officers

b. The Vice-president shall assume the duties of the President in the President's absence or at the discretion of the President and serve as an alternate to the President at the ANA Membership Assembly if the President is unable to attend. Clarification of alternate role *All opposed

- None in favor

ARTICLE VI. Committees of ANA-NY

Section 6. Functions

In Bylaws, Finance, and Legislation Committees

1. Be composed of a minimum of ... members This is the primary avenue for member engagement. Committees need to be of reasonable size but limiting the number of members does not allow for new voices to be heard and increased member engagement. Additional suggestion was to cap committee membership "minimum of xx not to exceed..." There was a lively discussion weighing the pros and cons of committee size.

The following language was approved:

The Finance and the Bylaws Committee will be composed of a minimum of five members and a maximum of seven members. The Legislation Committee shall have a maximum of ten members.

*All in favor

None opposed

No abstentions

ARTICLE VII. Nominations and Elections

Section 1. Nominations

- a. Only members of ANA-NY may be nominated for office. No member of the Nominations and Elections Committee may run for elected office while they are serving on this committee.
- b. Nominations shall be solicited by the Nominations and Elections Committee for the positions of Officers and Directors-at-Large, members of the Nominations and Elections Committee, and representatives and alternates to the ANA Membership Assembly other than the President and the Vice-president as alternate to the President.
- c. ANA-New York members shall be eligible to serve in only one elected office at any one time. This provision does not apply to the position of ANA Membership Assembly representatives and alternates.
- d. A good faith effort will be made to place at least two (2) nominees for each elective position to be filled on the ballot.
- e. A copy of the ballot shall be submitted by the chair of the Nominations and Elections Committee directly to the independent third-party vendor conducting the election.

Section 1. Nominations

- a. Candidates for elective office on the ANA-NY Board of Directors and the Nominations and Elections Committee shall meet established qualifications and shall consent to serve if elected.
- b. Individual members shall be considered eligible for only one elective office in ANA-NY at any one time. This provision does not apply to the position of ANA Membership Assembly representatives and alternates.
- c. An individual member who meets the established qualifications for an elective office may declare as a candidate by submitting their nomination through the annual call for nominations.
- d. The slate of candidates shall be published on the ANA-NY website at least 90 days prior to the meeting of the Governing Assembly. The members shall be notified of the slate of candidates in writing in accordance with approved policy.
- e. All ANA-NY members in good standing are eligible to be nominated for service on the ANA-NY Board of Directors.
- f. Individuals shall not concurrently serve as an officer or director of another organization if such participation might result in a conflict of interest. A lot of this information belongs (and is) in the policy manual and does not need to be in the Bylaws. The proposed language is modeled after the ANA Bylaws. After robust discussion, the committee recommends adopting the ANA language, and just keeping:

- a. Only members of ANA-NY may be nominated for office. No member of the Nominations and Elections Committee may run for elected office while they are serving on this committee.

Then moving the numbers subsequently down.

Section 2. Elections

- a. Elections shall be by secret ballot conducted through an independent third-party vendor.
- b. All elections shall be conducted in the third quarter of the calendar year.
- c. All ANA-NY members current in their dues payment as of the record date are eligible to vote. The record date is the first day of the month in which the election is conducted.
- d. All elections are for a two-year term and determined by plurality vote.
- e. Members may vote for a member whose name does not appear on the ballot by writing in the name of that member. Notwithstanding the write-in vote, such member shall not be elected unless eligible for and willing to serve in such position.
- f. Members may not vote by proxy.
- g. The chair of the Nominations and Elections Committee shall receive the vote count and report the results to the Board of Directors.
- h. If a tie occurs in election results the winner will be determined by random drawing by the Nominations and Elections Committee.
- i. The Nominations and Elections Committee shall be responsible for resolving any dispute regarding the eligibility of a member to vote, eligibility for position, or voting results. Appeals of the election results must be submitted, in writing, to the Nominations and Elections Committee chair within 30 days of the announcement of the election results at the Governing Assembly.

Section 2. Elections

- a. Elections shall be conducted in the third quarter of the calendar year by secret ballot through an independent third-party vendor.
 - b. If a candidate withdraws from an election after the ballots have been prepared, the candidates remaining shall constitute the slate.
 - e. A plurality vote shall constitute an election for directors of the ANA-NY Board of Directors, Membership Assembly Representatives, and the Nominations and Elections Committee. In case of a tie, the choice shall be by lot.
 - f. The term of office for all elective offices shall begin following swearing in at the Governing Assembly.
- A lot of this information belongs (and is) in the policy manual and does not need to be in the Bylaws. The proposed language is modeled after the ANA Bylaws. *All in favor
None opposed
No abstentions

*All in favor
None opposed
No abstentions

Rationale: consistency in the bylaws.

Chair Name

Catherine S. Finlayson, PhD, RN, OCN

Committee Members

Tiana Arroyo

Verlia Brown

Tanya Finch

Meghan Scanlon

Board Liaison

Tanya Drake

Number of meetings held

1

Comments/recommendations to the Board of Directors

Mostly minor language and organizational clarifications. Please see above.

Goals for Coming Year:

Continue to review the bylaws and make suggestions to board as needed.