CONSTITUTION AND BY LAWS
of
Southern Tier Veterinary Medical Association

(Amended and approved as final on October 18, 2001)

ARTICLE I
Name

Section 1. The official name of this Association shall be "Southern Tier Veterinary Medical Association".

Section 2. It is incorporated under the laws of the State of New York as of March 12, 1915.

Section 3. This Association is affiliated with, and represents an integral part of, the New York State Veterinary Medical Society.

Section 5. It is, and shall ever remain, a non-profit organization.

ARTICLE II
Purposes

Section 1. The purposes of this Association shall be to improve and advance the science and profession of veterinary medicine, to secure the enactment of just and proper laws concerning veterinary medicine and the veterinary profession; to guard and foster the professional and material interest of its members and to guard them against imposition; to foster and maintain high standards of integrity, honor, courtesy and ethics within the profession; to foster protection of the public health; and to enlighten and inform the public in regard to veterinary medicine, science and knowledge wherein it affects the public good and welfare.

ARTICLE III
Members

Section 1. There shall be nine classes of membership in this Association and these shall be: Active, Inactive, Associate, Retired, Honorary, Life, Distinguished, Additional and Provisional.

Section 2. Active Members: Active Members shall be graduates of veterinary colleges approved by the New York State Department of Education or the American Veterinary Medical Association who are of good moral character, whose professional conduct meets the requirements of the Code of Ethics of the New York State Veterinary Medical Society and of the American Veterinary Medical Association, and whose practice or place of business is within the geographical jurisdiction of this Association or are members of a recognized state association of industrial veterinarians or veterinarians engaged in academic or regulatory activities. Exception to practice or residency requirements may be made with the approval of this Association.
Section 3. **Inactive Members:** Inactive Members shall be those who, while active members in good standing, leave the State of New York for a period of at least ten (10) months and who give due notice of such intended absence to this Association and the New York State Society. No member shall remain in inactive status for a period of longer than five (5) years, except by special direction of the Board of Directors. Inactive members need not pay dues but shall retain all other privileges of the Association.

Section 4. **Associate Members:** Associate Members shall be those veterinarians who meet the requirements of Section 2 and are residing and/or practicing in a state or province other than New York State and are members in good standing of the state or provincial veterinary association within said state or province, or, are on assignment in the capacity of a veterinarian within New York State and are subject to transfer to another state. Associate members may not hold office or vote, but shall be entitled to all other privileges of this Association. Veterinarians who are qualified for such Associate Membership may join this regional association without joining the New York State Veterinary Medical Society or may also join the New York State Society provided they are simultaneously members in good standing of this Association.

Section 5. **Retired Members:** Retired members shall be those who, after a period of active membership in the Association have retired and who request exemption from payment of dues. For this purpose, a retired member is one who has ceased all regular employment and whose annual earnings from occasional professional activity or other employment do not exceed the maximum earning limit established by the U.S. Government to remain qualified for social security retirement benefits. Such members shall not be required to pay dues and shall retain all other privileges of this association.

Section 6. **Honorary Members:** Any person who has contributed to the advancement of veterinary medicine may, upon recommendation to and approval by the Board of Directors and upon two thirds vote of the members present and voting at any regular meeting of this Association, be elected to Honorary Membership. Honorary members shall have the right to participate in the deliberations of this Association but shall hold no office or vote and shall not be required to pay dues.

Section 7. **Life Members:** Life Members shall be those persons who have been active members of this association for at least thirty-five (35) years and have reached the age of seventy (70). Life Members shall not be required to pay dues but shall retain all other privileges of this association.

Section 8. **Distinguished Members:** Distinguished members shall be selected from among active or retired members. They shall be elected by the regional or other qualifying association. This category is to be reserved for the purpose of honoring those individuals who have made significant contributions to the profession of veterinary medicine and/or this association. They shall have all the privileges of active members and shall be exempt from paying dues.

Section 9. **Additional Members:** Additional Members shall be those who are members in good standing of another regional association, within whose jurisdiction they officially belong, and who wish to also hold membership in this Association. Additional members shall pay dues but may not hold office or vote. They shall be entitled to all other privileges of this Association.

Section 10. **Provisional Members:** Provisional members shall be graduates of veterinary colleges approved by the New York State Department of Education or the American Veterinary Medical Association. They shall be persons of good moral character whose professional conduct meets the standards of the Code of Ethics of the New York State Veterinary Medical Society and the American Veterinary Medical Association. Provisional members shall be admitted to this Association upon completion of application to this Association with subsequent submission of an application for membership to the State Society.
Provisional membership may be held for a maximum of one (1) year, and is not renewable. Upon acceptance into membership in this association, provisional members will automatically be recognized as active members. Should any provisional member fail to obtain membership within twelve (12) months, their provisional membership shall expire, and application may be renewed only for acceptance as an active member.

**ARTICLE V**

**Officers**

Section 1. The officers of this Association shall be: President, President-Elect and Secretary-Treasurer (or Secretary and Treasurer).

Section 2. The President-Elect and Secretary-Treasurer shall be elected by secret ballot in the manner set forth in the By-Laws of this Association, each voting member of the Association to receive one ballot.

Section 3. The President shall assume the responsibilities of that office as of the January meeting immediately following election as President-Elect. The President shall hold office for two years.

Section 4. The Secretary-Treasurer shall assume the responsibilities of that office as of the January meeting immediately following election and shall hold office for one year.

Section 5. The officers shall hold office during their respective stated terms or until their successors are elected or appointed and installed, or except as may be otherwise provided in the By-Laws of this Association. In any case of any vacancy in any office, it shall be filled by appointment of the Board of Directors until the next regular election meeting. Pending the filling of a vacancy in the office of President, the duties of that office shall be filled by the President-Elect.

Section 6. The officers of this Association shall perform duties and functions as are specified in the By-Laws.

**ARTICLE VI**

**Administrative Body**

Section 1. The administrative body of this Association shall be a Board of Directors consisting of President, President-Elect, Immediate Past-President, Secretary-Treasurer and Representative to the Executive Board of the State Society.

Section 2. There shall be a President's council consisting of the President, President-Elect, Immediate Past President, Secretary-Treasurer and Continuing Education Representative.

Section 3. The duties and functions of the Board of Directors and the President's Council shall be those specified in the By-Laws of this Association.
ARTICLE VII
Representative to the Executive Board

Section 1. There shall be a duly elected representative of this Association to the Executive Board of the New York State Veterinary Medical Society.

Section 2. There shall be an alternate to the elected representative in the person of the active president of the association.

Section 3. The term of office and method of election of the official representative shall be specified in the By-Laws of this Association.

ARTICLE VIII
Committees

Section 1. This Association may provide by its By-Laws for such standing and special committees as it may deem necessary.

Section 2. In the case of any vacancy in the membership of any said committee, it may be filled by appointment of the President.

ARTICLE IX
Suspensions and Expulsions

Any member of this Association may be suspended or expelled for misconduct in his relations with this Association or in his profession of veterinary medicine, on conviction thereof, in such manner as may be prescribed in the By-Laws. All interest in the property of this Association of persons resigning or otherwise ceasing to be members, shall vest in the Association.

ARTICLE X
Dues

The determination of the amount of annual dues of Active and Associate Members of this Association and the method of collecting same shall be as provided in the By-Laws.

ARTICLE XI
Amendment

Section 1. This constitution may be amended or altered by the affirmative vote of not less than two thirds of the members of this Association, eligible to vote, present at a regular meeting, provided that the proposed amendment or alteration has been presented, in writing, at a regular meeting approximately one year previously.

Section 2. At the time of voting upon any proposed amendment or alteration to the constitution, amendments thereto may be offered and voted upon at the meeting.
BY-LAWS

ARTICLE I
Jurisdiction

The Southern Tier Veterinary Medical Association has jurisdiction over the following counties in New York State:

Broome  Schuyler
Chemung  Steuben
Cortland  Tioga
Tompkins

ARTICLE II
Membership

Section 1. Any person elected to this Association shall, by that very fact, become, and be regarded as, a member of the New York State Veterinary Medical Society, and no person shall become or remain a member of the New York State Veterinary Medical Society until they first become or remain a member of this regional Veterinary Association. The class of membership in the New York State Society shall be the same class to which such a person is elected in this Association.

Section 2. The membership of any member may be terminated, for whatever reason except non-payment of dues, only by a two-thirds vote of eligible members present at any regular meeting.

Section 3. The New York State Veterinary Medical Society may seek and promote membership in this Association, and thereby in its own Society, whenever and wherever it deems such action necessary and desirable.

Section 4. Application for membership in this Association shall be forwarded, in writing, to the Secretary-Treasurer of this Association or to the New York State Veterinary Medical Society. The application shall thenceforth first be considered by the Board of Censors and, if approved, shall then be presented to the members of this Association for their consideration at the regular meeting. The affirmative vote of a majority of members, present and eligible to vote, shall be necessary for election of membership.

Section 5. Members of other regional associations in New York State who move within the jurisdiction of this Association may be permitted to transfer membership to the Southern Tier Veterinary Medical Association without formal application and processing provided that such members are in current good standing within their previous association and providing that their dues status and continuity of membership is certified, in writing, by the secretary-treasurer of their previous association.
ARTICLE III
Order and Conduct of Business

Section 1. The following shall be the general order of business at any regular meeting of this Association:

1. Reading of the minutes of the previous meeting
2. Report of the Secretary-Treasurer
3. Report of committees and special reports
4. Unfinished old business
5. New Business
6. Report of Executive Board Member
7. Election of officers, representatives and member of the Executive Board (when applicable)
8. Adjournment

Section 2. The following shall be the order of business at any special meeting of this association:

1. Reading of the minutes of the previous meeting
2. Business specified in the call of the meeting
3. Adjournment

Section 3. The order of business at any regular or special meeting of this Association may be changed by a vote of the majority of members present.

Section 4. The usual parliamentary rules of order, such as those found in Robert's Rules of Order, shall govern all meetings of the Association and the Board of Directors, except as may otherwise be provided in the Constitution and By-Laws of this Association or by any rules of order adopted by the Association.

ARTICLE IV
Officers and Directors

Section 1. The election of the President-Elect, Secretary-Treasurer, and Representative to the Executive Board shall be by secret ballot and which election shall be held at the last regular meeting of the fiscal year. Additional nominations to those proposed by the Nominating Committee may be made from the floor. The nominees having the highest number of votes shall be deemed elected.

Section 2. It shall be the duty of the President to uphold the letter and the spirit of this Constitution and By-Laws. The President shall preside at all meetings of the Association, shall be chairperson of the Board of Directors, shall appoint all committees and shall be, ex-officio, a member of all committees. The President shall appoint special committees as the need arises and shall perform such other duties as shall pertain to the President's office.

Section 3. It shall be the duty of the President-Elect to advise and consult with the President and to attend meetings of the Board of Directors. The President-Elect shall act as presiding officer at any meeting of the Association or of the Board of Directors in the absence of the President. At the request of the President or the Board of Directors, the President-Elect shall perform such other duties as may be assigned. The President-Elect shall assume, temporarily,
pending a meeting of the Board of Directors, all duties and powers of the office of President upon the disability, death or resignation of that officer. Thereafter, by express approval of the Board of Directors, continue to assume, until the next regular meeting of the Association, the duties and powers of the President, in the event, as noted, the President is no longer able to act.

Section 4. The duties of the Secretary-Treasurer shall be as follows:

1. Keep the minutes of all meetings of the Association, Board of Directors and President's Council.
2. Give due notice of all meetings.
3. Be responsible for all correspondence as necessary or directed.
4. Be custodian of all documents and properties of the Association.
5. Receive, keep accurate records of and be accountable for all monies belonging to the Association.
6. Pay all bills and financial obligations of the Association as they become due or as directed.
7. At the expiration of each fiscal year, make a detailed statement, in writing, to the officers and Board of Directors covering all receipts and expenditures.
8. The Secretary-Treasurer shall arrange for an audit of the accounts upon being replaced in office by a successor.
9. Assume such other duties as may pertain to that office or as directed by the President or the Board of Directors.

ARTICLE V
Board of Directors

Section 1. The Board of Directors shall consist of the President, President-Elect, immediate Past-President, Secretary-Treasurer and Executive Board Representative.

Section 2. The Board of Directors shall meet at the call of the President.

Section 3. The Board of Directors shall constitute the administrative body of this Association and all matters pertaining to the administration and business affairs of this Association shall be referred to it for consideration. It shall have the power to receive complaints and grievances, filed in writing, relative to the misconduct of any member, to arrange and hold hearings in respect thereof, to seek out and weigh such evidence as it may deem appropriate, to judge or otherwise dispose of such a complaint or grievance upon the evidence and to take such disciplinary or other action thereon it deems fitting and proper.

ARTICLE VI
President's Council

There shall be a President's Council as provided for in the Constitution. It shall act in an advisory capacity to the President. It shall meet at such times and places as the President may direct. The Council may assume duties and powers when specifically assigned such by the Board of Directors, in which case it shall govern by a majority vote.
ARTICLE VII
Representative to the Executive Board

Section 1. The Representative of this Association to the Executive Board of the New York State Veterinary Medical Society shall be elected for a term of four years, except as elsewhere herein provided. The term will begin immediately following election. Representatives who have served two consecutive terms shall not immediately be re-elected. In the event of the death, resignation or permanent disability of the regular representative, a new representative shall be elected to fill the unexpired term only, at the next regular meeting of the Association.

ARTICLE VIII
Affiliation

Section 1. In order to remain affiliated with the New York State Veterinary Medical Society, this Association must maintain a minimum membership of twenty-five (25). In addition, the jurisdiction territory of this Association may not be comprised of less than county units.

Section 2. Any group of members within this Association, who represent the majority of veterinarians in a county or group of counties, may, if they so desire, form a new regional association, provided that such action does not predispose to the loss of affiliation of this Association. Such a proposed association, if it meets the requirements of Section 1 of this Article, shall apply for affiliation with the Executive Board of the New York State Veterinary Medical Society. Such an application shall be accompanied with a copy of the proposed constitution and by-laws of the new organization. If, after having given due consideration to the request and to the accompanying documents and to whether the formation of a new organization is in the best interest of the members and the Society, the Executive Board approves the application, these By-Laws shall be amended accordingly.

ARTICLE IX
Fiscal Year

The Fiscal year of this Association shall begin and end with the January meeting which is normally held on the 4th Thursday of that month.

ARTICLE X
Dues and Assessments

Section 1. The amount of the annual dues for any class of membership shall be fixed by the Board of Directors with the approval of a majority of eligible voting members at any regular meeting.

Section 2. Special Exemptions. The amount of dues paid by new members may be prorated depending upon the date of their acceptance. A graduating student will, upon application for membership, be granted exemption from the payment of dues until January one (1) following graduation; furthermore, starting January one (1) following graduation, dues will be twenty-five (25) percent of usual dues for the first year. The second year after graduation, dues will be fifty (50) percent of the usual dues; the third year after graduation, dues will be seventy-five (75)

(8)
percent of the usual dues, and the fourth year after graduation, full dues will be assessed. Dues for associate members shall be fifty (50) percent of the dues of active members. A member who is pursuing a full-time course of graduate study or has a training position in a specialty within the profession will be granted reduced dues of fifty (50) percent per annum for a period of not more than three (3) years.

ARTICLE XI
Committees

Section 1. Unless otherwise ordered, all standing committees shall be appointed by the President and shall serve for the fiscal year.

Section 2. The standing committees of this Association shall consist of the following: Board of Censors and the nominating committee, each consisting of 3 members.

Section 3. The Board of Directors, from time to time, may constitute special committees for specific purposes, and define their duties, and may abolish any such committee. Members of special committees shall be appointed by the President for such term as may be appropriate.

ARTICLE XII
Ethics, Professional Conduct and Illegal Practice

Section 1. The Code of Ethics of the American Veterinary Medical Association shall constitute the ethical standards of this Association. However, if any provisions of said Code of Ethics shall be inconsistent with any of the laws and regulations of the State of New York relating to professional conduct of veterinarians or with any separate or supplemental code of ethics which may be adopted by this Association, then, in those respects and to that extent, the latter shall be controlling.

ARTICLE XIII
Amendment

Section 1. These by-laws may be amended or altered by the affirmative vote of not less than two thirds of the members of this Association, eligible to vote, present at a regular meeting, provided that the proposed amendment or alteration has been presented, in writing, at a regular meeting approximately one year previously.

Section 2. At the time of voting upon any proposed amendment or alteration to the by-laws, amendments thereto may be offered and voted upon at the meeting.
Section 7. Additional Members  Additional Members shall be those who are members in good standing of another regional association, within whose jurisdiction they officially belong, and who wish to also hold membership in this Association. Additional members shall pay dues but may not hold office or vote but shall be entitled to all other privileges of this Association.

ARTICLE IV

Meetings

Section 1. This Association shall have at least four (4) regular meetings per year. The time, place and duration of these meetings shall be fixed by, or shall have the final approval of, the Board of Directors.

Section 2. Special meetings of this Association may be called at any time by the Board of Directors and shall be called the Board of Directors upon the written request of at least ten (10) active members of this Association. The purpose for which any special meeting is called must be clearly stated and, at such special meetings, no business be transacted except such as shall be specified in the call thereof.

Section 3. Ten (10) active members, assembled at a time and place for any duly called meeting of this Association, shall constitute a quorum.

Section 4. Written notices of all meetings of this Association shall be mailed to members at least ten (10) days prior to meeting date.

ARTICLE V

Officers

Section 1. The officers of this Association shall be: President, President-Elect and Secretary-Treasurer.

Section 2. The President-Elect and Secretary-Treasurer shall be elected by secret ballot in the manner set forth in the By-Laws of this Association, each voting member of the Association to receive one ballot.

Section 3. The President shall assume the responsibilities of his office as of the second January meeting following his election as President-Elect. He shall hold office for one year.

Section 4. The Secretary-Treasurer shall assume the responsibilities of his office as of the January meeting immediately following his election and shall hold office for one year.

Section 5. The officers shall hold office during their respective stated terms or until their successors are elected or appointed and installed, or except as may be otherwise provided in the By-Laws of this Association.