

<p>Revised 02/07</p>	<p><i>Proposed – last draft revision date: 4/30/2010</i></p>
<p>ARTICLE 1. OFFICES</p> <p>1. 1. Offices</p> <p>The principal place of business of the corporation shall be located in the city of Phoenix, Maricopa County, Arizona. The corporation may have offices at such other places, either within or without the State of Arizona, as the Board of Directors may from time to time determine.</p>	<p><i>No change</i></p>
<p>ARTICLE 2 - MEMBERS</p> <p>2. 1. Membership</p> <p>2. 1. a. Active membership in the Association is open to health unit coordinators, health unit educators, health unit supervisors and any other persons involved with the coordinating of patients, staff and health care.</p> <p>2. 1. b. Student membership is open to those currently enrolled in health unit coordinator education programs.</p> <p>2. 1. c. Supporting membership is open to health care facilities, professional associations, and individual practitioners of other allied health professions. Membership as an Institutional Provider of NAHUC is open to health care facilities and educational institutions. An Institutional Provider shall have the right to award contact hours on behalf of NAHUC for programs they present or directly sponsor.</p> <p>2. 1. d. Retired membership is open to health unit coordinators, health unit coordinator educators, and health unit coordinator supervisors who have retired from active practice or taken an extended leave of absence from active practice.</p> <p>2. 1. e. Honorary membership is awarded to individuals who have rendered outstanding service to health unit coordinating.</p>	<p><i>Add:</i></p> <p>2. 1. Membership</p> <p><i>Membership may be granted to any person who, and any health organization which: (i) is interested in and agrees to support the purposes and activities of the Association; (ii) agrees to abide by these Bylaws, the Code of Ethics of the Association, and such other rules and regulations as the Association may adopt; and (iii) meets the additional criteria established for each category of membership in the Association as follows:</i></p> <p>2.1.f. <i>Lifetime membership is granted to any individual who has served as President of the Association, and is currently in good standing as a member. STATEMENT: the term “in good standing” in this article means that no fees or payments are owed to NAHUC.</i></p>
<p>2. 2. Dues</p> <p>2. 2. a. Annual dues shall be determined by the Board of Directors and are due on the member's anniversary date.</p>	<p><i>No change</i></p>

<p>2. 3. Voting Privileges</p> <p>2. 3. a. Active, student, and retired members in good standing have full voting privileges.</p> <p>Statement The term "in good standing" means that one's dues are paid and up to-date nationally.</p>	<p><i>Change:</i></p> <p>2. 3. a. Active, student, retired <i>and lifetime</i> members in good standing have full voting privileges.</p> <p>Statement The term "in good standing" in this article means that one's dues are paid and up to-date nationally and no other fees or payments are owed to NAHUC.</p>
	<p><i>Add:</i></p> <p>2.4. <i>Termination of Membership</i></p> <p><i>Membership in the Association may be terminated or other discipline imposed for "cause," which means violation of the Bylaws or any rule or practice of the Association. Termination or other discipline shall be effected or imposed only upon the vote of two-thirds of the entire membership of the Board of Directors, provided that a statement of the charges constituting "cause" shall have been mailed by certified mail to the last recorded address of the Member at least fifteen (15) days before final action is to be taken. This statement shall be accompanied by a notice of the time and place of the meeting of the Board of Directors at which the charges shall be considered, and the Member shall have the opportunity to appear in person and/or to be represented by counsel and to present any defense to such charges before action is taken by the Board of Directors. In addition, the membership of any Member who becomes ineligible for membership or who is ninety (90) days in default in the payment of any dues or amount owed to NAHUC shall be terminated automatically. In special circumstances, such termination may be delayed by the Board of Directors.</i></p>
<p>2. 4. General Assembly</p> <p>2. 4. a. Meeting</p> <p>2. 4. a. i. Held annually.</p> <p>2. 4. a. ii. Will be conducted according to Robert's Rules of Order, where such rules do not conflict with these Bylaws.</p> <p>2. 4. a. iii. Written notice, including date, time and place, shall be communicated in an official NAHUC publication, at least ninety (90) days in advance of that meeting.</p> <p>2. 4. a. iv. Participation is the privilege of all members.</p> <p>2. 4. a. v. Members in good standing are entitled to one (1) vote.</p> <p>2. 4. a. vi. Quorum shall consist of a simple majority of the voting members present.</p>	<p><i>Change:</i></p> <p>2. 5. General Assembly</p> <p>2. 5. a. <i>An annual meeting of the Members may be held at such time and place as shall be determined by the Board of Directors. At each annual meeting the Voting Membership shall conduct such business as may properly come before the Members.</i></p> <p>2. 5. b. <i>Written notice, including date, time and place, shall be communicated in an official NAHUC publication, at least ninety (90) days in advance of that meeting.</i></p> <p>2. 5. c. <i>Members in good standing are entitled to one (1) vote.</i></p> <p>2. 5. d. <i>Quorum shall consist of a simple majority of the voting members present.</i></p>

<p>ARTICLE 3 - BOARD OF DIRECTORS FUNCTIONS</p> <p>3. 1. Members Membership on this Board shall consist solely of the members of the Board of Directors of the corporation as from time to time constituted.</p>	<p><i>No change</i></p>
<p>3. 2. General Powers The activities, property and affairs of the corporation shall be managed by and under the direction of the Board of Directors. The Board of Directors will have all powers that may be exercised by the corporation.</p>	<p><i>No change</i></p>
<p>3. 3. Election The officers and members of the Board of Directors shall consist of not fewer than the number of directors as indicated in Article 4 and 5. Each director shall hold office until expiration of his/ her term and/or a successor is elected. Each director shall be a natural person and a majority of the Board of Directors shall be over the age of (21) twenty-one years. The members on the Board of Directors shall serve until the end of the fiscal year of their respective term.</p>	<p><i>No change</i></p>
<p>3. 4. Resignations A member of the Board of Directors may resign at any time by giving written notice thereof to the President. Such resignation shall take effect upon delivery to the President or at some later time specified therein.</p>	<p><i>No change</i></p>
<p>3. 5. Vacancies Any vacancy on the Board of Directors resulting from any cause may be filled by the President with an interim board member with the approval of the Board of Directors to fill the remainder of the original term until the next regularly scheduled election is held as per Article 4. 3. g. or appointed by article 6.2.d.i. or 6.2.e.i.</p>	<p><i>No change</i></p>

<p>3. 6. Schedule of Meetings</p> <p>Meetings of the Board of Directors shall be held for the purpose of conducting the business of NAHUC on a semi annual basis, and for the transaction of other business properly coming before the directors. There may be such other regular meetings of the Board of Directors as may from time to time be scheduled by the President or a majority of the Board of Directors. Special meetings of the Board of Directors may be called at any time by the Secretary, upon written request of the President or not less than one-third (1/3) of the directors.</p>	<p><i>Change</i></p> <p>3. 6. Schedule of Meetings</p> <p>3. 6. a. Meetings of the Board of Directors shall be held for the purpose of conducting the business of NAHUC on a semiannual basis, and for the transaction of other business properly coming before the directors.</p> <p>3. 6. b. There may be such other regular meetings of the Board of Directors as may from time to time be scheduled by the President or a majority of the Board of Directors.</p> <p>3. 6. c. Any action to be taken at a meeting of the Board of Directors may be taken through the use of a conference telephone or other communications equipment by means of which all persons participating in the meeting can communicate with each other. Participation in such a meeting shall constitute presence in person at the meeting of the person so participating.</p>
<p>3. 7. Notice of Meetings</p> <p>Except for the annual meeting of the Board, which shall be held in conjunction with the general assembly and for which no notice other than these bylaws is required, notice, including date, time, and place, is to be mailed at least thirty (30) days in advance of the meeting to each director's address on record at NAHUC's office.</p>	<p><i>No change</i></p>
<p>3. 8. Place of Meetings</p> <p>Meetings of the Board of Directors shall be held at such places as may be designated by the President or the Board of Directors, except the annual meeting which shall be held at the same place as the general assembly.</p>	<p><i>No change</i></p>
<p>3. 9. Quorum</p> <p>A simple majority of the members of the Board of Directors then in office shall constitute a quorum for the transaction of business.</p>	<p><i>No change</i></p>
<p>3. 10. Rules</p> <p>Meetings will be conducted according to Robert's Rules of Order or by other authority designated by the Board of Directors.</p>	<p><i>Delete</i></p>

<p>3. 11. Compensation No director shall receive compensation for services as a director unless such compensation is specifically authorized by written resolution of the Board of Directors. Nothing in these bylaws shall prohibit the corporation from compensating a director for services rendered to the corporation.</p>	<p><i>Change numbering to 3. 10.</i></p>
<p>3. 12. Action without Meeting Any action which might be taken at a meeting of the Board of Directors may be validly taken without a meeting if all the directors shall consent in writing to such action.</p>	<p><i>Change numbering to 3. 11.</i></p>
<p>3. 13. Voting Each member of the Board of Directors shall have one (1) vote except as otherwise specifically provided herein. Issues, including Bylaws, shall be passed by the affirmative vote of the majority of directors present, except for: 3. 13. a. Amendments to the Articles of Incorporation under Article 12.1. 3. 13. b. Removal of a director and the termination of any member of the corporation under Article 5. 3. 3. 13. c. Removal of any officer under Article 4. 7.</p>	<p><i>Change numbering to 3. 12.</i></p>
<p>ARTICLE 4 – BOARD OF DIRECTORS 4. 1. Number of Officers The officers on the Board of Directors of the corporation shall be a President, a President-Elect, a Secretary, and a Treasurer. A member may not be elected or appointed to more than one position on the Board of Directors or Subsidiary Boards simultaneously. The Board of Directors may at any time fill vacancies as per Article 4.3.g. occurring in the corporate officerships whether by resignation, removal or otherwise.</p>	<p><i>Change</i> ARTICLE 4 – BOARD OF DIRECTORS - OFFICERS 4. 1. Number of Officers The officers on the Board of Directors of the corporation shall be a President, a <i>Vice President</i>, and a <i>Secretary/Treasurer</i>. A member may not be elected or appointed to more than one position on the Board of Directors or Subsidiary Boards simultaneously. The Board of Directors may at any time fill vacancies as per Article 4.4.g. occurring in the corporate officerships whether by resignation, removal or otherwise.</p>

<p>4. 2. Election and Term of Office</p> <p>Officers of the Board of Directors shall be elected in the following manner and shall hold office until his/her successor is elected or until his/her resignation or removal in the manner herein provided.</p> <p>4. 2. a. Ballots setting forth the slate of nominees shall be mailed to each active member in good standing and eligible to vote at the last address on the records of the Association. Provisions shall be made on the ballot for write-in votes for each position to be filled. The deadline date and time shall be clearly indicated on each ballot.</p> <p>4. 2. b. Election shall be by a simple majority of the votes cast. A tie vote will be determined by lot.</p>	<p><i>Add:</i></p> <p>4 .2 .c. <i>Officer terms will be for 3 years.</i></p> <p>4. 2. c. i. <i>No individual may serve more than three (3) consecutive terms in the same position.</i></p> <p>4. 2. c. ii. <i>Individual needs to wait one (1) term before running for the same position or being appointed to the same position.</i></p>
	<p><i>Moved from end of section:</i></p> <p>4.3. Qualifications of Officers</p> <p>4. 3. a. Shall be an active member of NAHUC in good standing, for the last three (3) years.</p> <p>4. 3. b. <i>Except for President</i>, shall have served NAHUC on a national, regional, state or local level for one (1) term or shall have observed at least <i>one (1)</i> full national board meeting.</p> <p>4. 3. c. <i>In order to serve as President</i>, shall have served on the Board of Directors for at least one year.</p> <p>4. 3. d. Is a current Certified Health Unit Coordinator.</p> <p>4. 3. e. Has been a Health Unit Coordinator practitioner, educator and/or supervisor for at least three (3) years.</p> <p>4. 3. f. <i>Shall be willing to assume full responsibility of the office, i.e., time and financial requirements for the term on the Board of Directors.</i></p> <p>4. 3. g. <i>All officers need to be bondable.</i></p>
<p>4. 3. President</p> <p>4. 3. a. Shall preside at all meetings, shall be the chief executive officer of the corporation and shall have general control of the activities of the Association.</p> <p>4. 3. b. Serves as the official spokesperson of the Association.</p> <p>4. 3. c. Shall be ex-officio member of all standing and ad hoc committees.</p> <p>4. 3. d. Solicits and/or appoints members of ad hoc and standing committees.</p>	<p><i>Change numbering to 4.4.</i></p> <p>4. 4. President</p> <p>4. 4. a. Shall preside at all meetings, shall be the chief executive officer of the corporation and shall have general control of the activities of the Association.</p> <p>4. 4. b. Serves as the official spokesperson of the Association.</p> <p>4. 4. c. Shall be ex-officio member of all standing and ad hoc committees.</p> <p>4. 4. d. Solicits and/or appoints members of ad hoc and standing committees.</p>

<p>4. 3. e. May execute and deliver in the name of the corporation any deeds, mortgages, bonds, contracts or other instruments.</p> <p>4. 3. f. Responsible for the administration of the budget.</p> <p>4. 3. g. Appoints a replacement to fill the remainder of the original term for any officer or member unable to complete a term until the next regularly scheduled election is held. This appointment is subject to the affirmative vote of a majority of the Board.</p> <p>4. 3. h. Signs approved minutes with the Secretary prior to publication.</p> <p>4. 3. i. And in general shall perform all duties incident to the office of President and such other duties as may from time to time be prescribed by the Board of Directors.</p> <p>4. 3. j. Serves a term of two years.</p>	<p>4. 4. e. May execute and deliver in the name of the corporation any deeds, mortgages, etc. alone or with prior approval of the BOD.</p> <p>4. 4. f. Responsible for the administration of the budget.</p> <p>4. 4. g. Appoints a replacement to fill the remainder of the original term for any officer or member unable to complete a term until the next regularly scheduled election is held. This appointment is subject to the affirmative vote of a majority of the Board.</p> <p>4. 4. h. Signs approved minutes with the Secretary prior to publication.</p> <p>4. 4. i. And in general shall perform all duties incident to the office of President and such other duties as may from time to time be prescribed by the Board of Directors.</p> <p>4. 4. j. Serves a term of <i>three</i> years.</p>
<p>4. 4. President-Elect</p> <p>4. 4. a. Functions as Vice President.</p> <p>4. 4. b. Assumes the President's duties in the President's absence.</p> <p>4. 4. c. Acts as liaison to committees.</p> <p>4. 4. d. Assumes the Presidency if the President resigns or is removed.</p> <p>4. 4. e. Performs such other duties as may be prescribed by the Board of Directors.</p> <p>4. 4. f. Serves a term of two years.</p>	<p><i>Change:</i></p> <p>4. 5. <i>Vice President</i></p> <p>4. 5. a. Assumes the President's duties in the President's absence.</p> <p>4. 5. b. Acts as liaison to committees.</p> <p>4. 5. c. Assumes the Presidency if the President resigns or is removed.</p> <p>4. 5. d. Performs such other duties as may be prescribed by the Board of Directors.</p> <p>4. 5. e. Serves a term of <i>three</i> years.</p>

<p>4. 5. Secretary</p> <ul style="list-style-type: none"> 4. 5. a. Attends all meetings of the Board of Directors and the Executive Committee. 4. 5. b. Keeps in the minute book proper minutes of the proceedings of all such meetings. 4. 5. c. Gives all required notices. 4. 5. d. Is responsible for responding to all requests for information. 4. 5. e. Signs approved minutes with the President prior to publication. 4. 5. f. Performs such other duties as may be prescribed by the Board of Directors. 4. 5. g. Serves a term of two years. 	<p><i>Change:</i></p> <p>4. 6. Secretary/Treasurer</p> <ul style="list-style-type: none"> 4. 6. a. <i>Keeps minutes of the proceedings of all meetings.</i> 4. 6. b. Gives all required notices. 4. 6. c. Signs approved minutes with the President prior to publication. 4. 6. d. Shall have charge and custody of all funds of the corporation. 4. 6. e. Shall keep and render accurate accounts of all receipts and disbursements, and shall deposit all monies of the corporation in such banks or depositories as the directors shall designate. 4. 6. f. Creates and monitors the budget. 4. 6. g. Prepares and presents financial reports. 4. 6. h. Shall have the power to endorse for deposit all instruments received by the corporation. 4. 6. i. Shall disburse funds of the corporation as directed by the Board of Directors. 4. 6. k. Shall perform such other duties as may from time to time be prescribed by the Board of Directors. 4. 6. l. Serves a term of <i>three</i> years.
<p>4. 6. Treasurer</p> <ul style="list-style-type: none"> 4. 6. a. Shall have charge and custody of all funds of the corporation. 4. 6. b. Shall keep and render accurate accounts of all receipts and disbursements, and shall deposit all monies of the corporation in such banks or depositories as the directors shall designate. 4. 6. c. Monitors the budget. 4. 6. d. Prepares and presents financial reports. 4. 6. e. Shall have the power to endorse for deposit all instruments received by the corporation. 4. 6. f. Shall disburse funds of the corporation as directed by the Board of Directors. 4. 6. g. Writes checks for a maximum amount allowed by purchasing policy. 4. 6. h. Shall perform such other duties as may from time to time be prescribed by the Board of Directors. 4. 6. i. Serves a term of two years. 	

<p>Qualifications of Officers</p> <ul style="list-style-type: none"> a. Shall be an active member of NAHUC in good standing, for the last three (3) years. b. Shall have served NAHUC on a national level for one (1) term or shall have observed at least two (2) full national board meetings. c. Is a current Certified Health Unit Coordinator. d. Has been a Health Unit Coordinator practitioner, educator and/or supervisor for at least three (3) years. 	<p><i>Moved to 4.3.</i></p>
<p>4. 7. Removal</p> <p>4. 7. a. An officer may be removed without cause, by action of the Board of Directors by a majority of the members entitled to vote.</p>	<p><i>Delete numbering of paragraph 4.7.a.</i></p>
<p>ARTICLE 5 – MEMBERS OF BOARD OF DIRECTORS</p> <p>5.1. Number of Members</p> <p>In addition to the officers described in Article 4, the Board of Directors shall consist of no fewer than six (6) Regional Representatives, plus the Director of Certification and Education Committees of the NAHUC Board of Directors.</p>	<p><i>Change:</i></p> <p>In addition to the officers described in Article 4, the Board of Directors shall consist of <i>at least four (4) individuals: Communication Director, Membership Director, Certification Director, and Education Director. Other members may be added at the discretion of the Board of Directors to meet the needs of the association when fiscally practical.</i></p>
<p>5.2. Election, Term of Office, and Qualifications</p> <p>5. 2. a. Other than officers, the members of the Board of Directors shall be elected or appointed in the following manner and shall hold office until his/her successor is elected/appointed or removed in the manner herein provided.</p> <ul style="list-style-type: none"> 5. 2. a. i. Each of the six regions will elect a regional representative. 5. 2. a. ii. Election will be by written ballot of the membership of the region eligible to vote. 5. 2. a. iii. The regional representative will serve a term of three (3) years. 5. 2. a. iv. Two new regional representatives will be elected each year. 	<p><i>Change:</i></p> <p><i>The members of the Board of Directors shall be appointed or elected in the following manner and shall hold office until his/her successor is elected/appointed or removed in the manner herein provided.</i></p> <ul style="list-style-type: none"> <i>5. 2. a. The Certification and Education Directors shall be appointed by the President, subject to the affirmative vote of a majority of the Board. All other members on the Board shall be elected.</i> <i>5. 2. b. Ballots setting forth the slate of nominees for positions are mailed to each active member in good standing and eligible to vote at the last address on the records of the Association. Provisions shall be made on the ballot for write-in votes for each position to be filled. The deadline date and time shall be clearly indicated on each ballot.</i> <i>5. 2. c. Election shall be by a simple majority of the votes cast. A tie vote will be determined by lot.</i>

<p>5. 2. b. Directors of the Committees of the Board 5. 2. b. i. Shall be selected from membership of respective committee according to qualification in Article 6. 2.</p>	
<p>Qualifications of Members</p> <p>a. Shall be an active and/or retired member in good standing for two (2) years.</p> <p>b. Members must be a current Certified Health Unit Coordinator.</p> <p>c. Can be a practitioner, educator, or supervisor.</p> <p>d. Must have demonstrated interest by local, regional, state or national participation.</p> <p>e. Members must be willing to assume full responsibility of the office, i.e., time and financial requirements for the term on the Board.</p>	<p>5.3. Qualifications of Members</p> <p>5. 3. a. Shall be an active member of NAHUC in good standing, for the last <i>three (3) years</i>.</p> <p>5. 3. b. <i>Shall have served NAHUC on a national, regional, state or local level for one (1) term or shall have observed at least one (1) full national board meeting.</i></p> <p>5. 3. c. Is a current Certified Health Unit Coordinator.</p> <p>5. 3. d. Has been a Health Unit Coordinator practitioner, educator and/or supervisor for at least three (3) years.</p> <p>5. 3.e. <i>Shall be willing to assume full responsibility of the office, i.e., time and financial requirements for the term on the Board of Directors.</i></p>
<p>5. 3. Removal</p> <p>A member may be removed, without cause, by action of the Board of Directors by a simple majority.</p>	<p><i>Change numbering to 5.4.</i></p>
	<p><i>New:</i></p> <p>5.5. <i>Communication Director</i></p> <p>5. 5. a. <i>Oversee the publications and products of the Association.</i></p> <p>5. 5. b. <i>Shall perform such other duties as may from time to time be prescribed by the Board of Directors.</i></p> <p>5. 5. c. <i>Serves a term of three years.</i></p>
	<p><i>New:</i></p> <p>5. 6. <i>Membership Director</i></p> <p>5. 6. a. <i>Represents the customer service needs of the Association's membership by evaluating member needs, implementing member marketing strategies, and providing membership recognition.</i></p> <p>5. 6. b. <i>Shall perform such other duties as may from time to time be prescribed by the Board of Directors.</i></p> <p>5. 6. c. <i>Serves a term of three years.</i></p>

	<p><i>New:</i></p> <p>5. 7. <i>Certification Director</i></p> <p>5. 7. a. <i>Oversees the Certification Committee of the Board.</i></p> <p>5. 7. b. <i>Appointed by the President and approved by the Board of Directors.</i></p> <p>5. 7. c. <i>Serves a term of three years.</i></p>
	<p><i>New:</i></p> <p>5. 8. <i>Education Director</i></p> <p>5. 8. a. <i>Oversees the Education Committee of the Board.</i></p> <p>5. 8. b. <i>Appointed by the President and approved by the Board of Directors.</i></p> <p>5. 8. c. <i>Serves a term of three years.</i></p> <p>5. 8. d. <i>Shall be an educator who has three (3) years experience in a HUC program in the academic setting or who has had three (3) years teaching experience in a hospital-based HUC training/classroom program.</i></p>
<p>ARTICLE 6 COMMITTEES/BOARDS</p> <p>6. 1. Executive Committee</p> <p>The executive committee shall act only in the intervals between meetings of the Board of Directors and shall at all times be subject to the control and direction of the Board of Directors.</p> <p>6. 1. a. Members of the executive committee shall be: President, President-Elect, Secretary, and Treasurer.</p> <p>6. 1. b. Notice for executive committee meetings is to be by mail or telephone at least seven (7) days in advance of the meeting.</p>	<p><i>Delete 6. 1.</i></p>
<p>6. 2. Committees of the Board</p> <p>There shall be two (2) Committees of the Board. Certification Committee shall be known as the Certification Board and the Education Committee shall be known as the Education Board.</p> <p>6. 2. a. Certification Board shall be administratively and financially independent, consistent with ethical standards, accrediting and professional requirements, and state and federal laws.</p> <p>6. 2. b. Policies of the Committees shall be in accordance with the policies of NAHUC, the governing body of the profession.</p>	<p><i>Change numbering to 6. 1.</i></p>

<p>6. 2. c. Membership on the Committees shall be according to the document creating that body.</p> <p>6. 2. d. Director(s) of the Certification Board</p> <p>6.2. d. i. Appointed by the President and approved by the Board of Directors.</p> <p>6. 2. d. ii. Will serve a three (3) year term.</p> <p>Qualifications</p> <p>Shall have served as a member of the Certification Board for one (1) term or have served at least one (1) term on the NAHUC Board of Directors, Accreditation Board*, or Education Board.</p>	<p><i>Delete 6. 2. d. sections and qualification section - moved to 5. 7.</i></p>
<p>6. 2. e. Director(s) of the Education Board</p> <p>6.2. e. i. Appointed by the President and approved by the Board of Directors.</p> <p>6. 2. e. ii. Will serve a three (3) year term.</p> <p>Qualifications</p> <p>Shall be an educator who has three (3) years experience in a HUC program in the academic setting or who has had three (3) years experience in a hospital-based HUC training program, some of which experience must have been in a classroom setting and shall have served at least the past year on the Education Board or have served at least one (1) term on the NAHUC Board of Directors, the Certification Board, or the Accreditation Board*.</p>	<p><i>Delete - moved to 5. 8.</i></p>
<p>6.3. Standing Committees</p> <p>6. 3. a. Standing committees shall assume duties as assigned by the Board of Directors.</p> <p>6. 3. b. The absence of a member without good cause from two (2) meetings of a committee shall constitute a vacancy, which shall be filled as provided in Article 3.5.</p>	<p><i>Change numbering to 6. 2.</i></p>
<p>6.4. Other Committees</p> <p>The Board of Directors may also from time to time create such other committees as it may deem proper and may prescribe the functions and duties of such committees and the terms of membership of committee members and may appoint members.</p>	<p><i>Change numbering to 6. 3.</i></p>

<p>ARTICLE 7 - FISCAL YEAR</p> <p>7.1. The fiscal year of the corporation shall be from May 1st to April 30th.</p>	<p><i>No change</i></p>
<p>ARTICLE 8 - EXECUTION OF CONTRACTS</p> <p>8.1. Contracts</p> <p>The Board of Directors, except as otherwise provided in these Bylaws, may authorize any officer or officers, agent or agents, or chairpersons of certain committees, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the corporation. Such authority may be general or confined to specific instances. Unless so authorized by the Board of Directors, no officer, agent or employee other than the President, shall have any power or authority to bind the corporation by any contract or engagement, or to pledge its credit, or to render it liable pecuniarily for any purpose or in any amount.</p>	<p><i>No change</i></p>
<p>ARTICLE 9 - DEPOSITS AND BUDGET</p> <p>9.1. Deposits</p> <p>All funds of the corporation and no other funds shall be deposited to the credit of the corporation in such banks, or other depositories as the Board of Directors may designate. For the purpose of such deposit, any person or persons to whom such power is so delegated may endorse, assign, and deliver checks, drafts and other such orders for payment of money which are payable to the order of the corporation. Nothing in this section shall be in conflict with Article 6. 2. a.</p>	<p><i>No change</i></p>
<p>9.2. Budget</p> <p>The proposed annual budget of estimated income and expenses, and all revisions, shall be approved by the Board of Directors. No expenses shall be incurred in excess of the budgeted appropriation without prior approval of the President or the Board of Directors.</p>	<p><i>No change</i></p>

<p>ARTICLE 10 - NOTICES</p> <p>10.1. Notices</p> <p>All notices, required by these Bylaws unless specified elsewhere in these Bylaws shall be in writing and shall be mailed, telegraphed or delivered in person to the members or directors entitled thereto, at their addresses as shown on the records of the corporation at least thirty (30) days in advance.</p>	<p><i>No change</i></p>
<p>ARTICLE 11 - AMENDMENTS TO BYLAWS</p> <p>11. 1. The Board of Directors shall alter, amend, repeal, or adopt new Bylaws by a simple majority of the directors present and voting at any regular meeting called for that purpose where a quorum is present.</p>	<p><i>No change</i></p>
<p>11 .2. The membership shall have the authority to change or repeal these amended Bylaws, in whole or in part, at any General Assembly or special meeting of the members called for that purpose where a quorum is present (a quorum for meeting is the same as for General Assembly) upon the affirmative vote of a simple majority of all members present.</p>	<p><i>No change</i></p>
<p>ARTICLE 12 - PROCEDURE TO AMEND ARTICLES OF INCORPORATION</p> <p>12. 1. The Board of Directors shall adopt a resolution setting forth the proposed amendment and directing that it be submitted to a vote at a meeting of the members, which may be either an annual or special meeting. Written notice setting forth the proposed amendment or a summary of the changes to be effected shall be given to each member entitled to vote at the meeting within the time and manner provided in these Bylaws. The proposed amendment shall be adopted upon the affirmative vote of a simple majority of members present and voting.</p>	<p><i>No change</i></p>

<p>ARTICLE 13 - AFFILIATED CHAPTERS</p> <p>13. 1. Five (or more) members of the National Association of Health Unit Coordinators, Inc. (NAHUC) meeting the requirements for affiliation may become a chapter of NAHUC upon approval of the Chapters Committee subject to ratification by the Board of Directors of NAHUC. Members of affiliated chapters must be members in good standing of NAHUC.</p>	<p><i>No change</i></p>
<p>13. 2. Situations regarding geographical boundaries will be resolved as proscribed by the Chapters Committee subject to the approval of the Board of Directors of NAHUC.</p>	<p><i>Delete</i></p>
<p>13. 3. Formal application for affiliation shall be sent to the Chair of the Chapters Committee and shall consist of officers, membership, the bylaws and motion to affiliate.</p>	<p><i>Change</i> Formal application for affiliation shall be sent to the <i>NAHUC office</i> and shall consist of officers, membership, the bylaws and motion to affiliate.</p>
<p>13. 4. The granting of chapter status is contingent upon the affiliated chapter agreeing to comply with such laws, rules, regulations and condition as promulgated by NAHUC.</p>	<p><i>No change</i></p>
<p>13. 5. The names and addresses of officers shall be sent to the Chair of the Chapters Committee within ten (10) days following their election.</p>	<p><i>Change</i> The names and addresses of officers shall be sent to the <i>NAHUC office</i> within ten (10) days following their election.</p>
<p>13. 6. The Board of Directors of NAHUC may suspend or revoke chapter status upon failure of an affiliated chapter to maintain a membership of at least five members and failure to submit annual chapter affiliation forms and fees.</p>	<p><i>No change</i></p>
<p>13. 7. Before revocation of chapter status, the officers of the chapter, if known, shall be given at least thirty (30) days to respond to Chair of the Chapters Committee. Representation of the chapter in question shall be permitted an opportunity to respond in support of the continuance of chapter status. After said period of time, the Chapters Committee will forward its recommendation to the Board of Directors of NAHUC for action.</p>	<p><i>Change</i> Before revocation of chapter status, the officers of the chapter, if known, shall be given at least thirty (30) days to respond to <i>NAHUC office</i>. Representation of the chapter in question shall be permitted an opportunity to respond in support of the continuance of chapter status. After said period of time, the Chapters Committee will forward its recommendation to the Board of Directors of NAHUC for action.</p>
<p>13. 8. Chapter bylaws will follow a format determined by the NAHUC Board, and will be the same for all.</p>	<p><i>No change</i></p>