

# **PACIFIC NORTHWEST ASSOCIATION OF NEONATAL NURSES (PNANN)**

## **Chapter Bylaws**

### **ARTICLE I**

#### **NAME**

The name of this organization shall be the PACIFIC NORTHWEST ASSOCIATION OF NEONATAL NURSES.

### **ARTICLE II**

#### **PURPOSE**

The purpose of this ASSOCIATION shall be:

1. To promote the highest standard of neonatal nursing practice, education, and research.
2. To maintain an organization that will assist the neonatal nurse in optimizing professional development and economic and general welfare.
3. To facilitate an exchange of information between nurses and other professional colleagues in the neonatal field.
4. To participate in activities that will promote and improve neonatal nursing and health care for the infant and family.

### **ARTICLE III**

#### **MEMBERSHIP AND PRIVILEGES**

##### **SECTION 1 Members**

- a. Shall be registered nurses and student nurses who are interested and involved in supporting neonatal nursing and the purpose of the association. Student members may serve on the board but are not eligible to vote or hold elected office or position.
- b. Shall have the right to vote, hold elected office, and serve as members at large.
- c. Will not be limited by numbers.
- d. Association members who are sixty-five or older or are retired from active nursing practice may change their membership to retired member. Retired members shall be eligible to vote and may serve on, but not chair the board and are not eligible to hold an elected office or position.

## **SECTION 2 Dues**

- a. Membership dues shall be determined by a majority vote of members. Dues may not be set at more than national dues.
- b. A person shall be declared a member upon completing an application and payment of national and local dues.

## **ARTICLE IV** **OFFICERS**

### **SECTION 1 OFFICERS**

- a. The officers of the ASSOCIATION shall be a President, President-elect, Secretary, Treasurer, Immediate Past President, and Board Members-at-Large.
- b. Each candidate for office shall be an active member in good standing of National Association of Neonatal Nurses (NANN) and PNANN.
- c. All officers shall be registered nurses.
- d. All officers shall be elected by written or electronic ballot.
- e. Elections for the President, Treasurer and one Board Member at Large shall be held on alternating years with the Secretary and Board Member at Large; thereby promoting continuity among the organization's leadership.

### **SECTION 2 PRESIDENT**

The President shall:

- a. Be the chief elected officer of the ASSOCIATION
- b. Preside at official meetings of the ASSOCIATION
- c. Act as the official representative of the ASSOCIATION
- d. Coordinate the work of the officers and board members to ensure the objectives and policies of the association are maintained and promoted
- e. Complete and submit NANN Annual Chapter Report

### **SECTION 3    PRESIDENT-ELECT**

The President-Elect shall:

- a. Succeed to the Presidency
- b. Perform the duties of the President in the absence or disability of the President

### **SECTION 4    IMMEDIATE PAST PRESIDENT**

The Immediate Past President shall:

- a. Perform the duties of the President in the absence or disability of the President

### **SECTION 5    SECRETARY**

The Secretary shall:

- a. Record the minutes of all Board meetings
- b. Be responsible for keeping the Chapter Bylaws and oversee amendments to the association bylaws.
- c. Conduct/delegate official correspondence of the ASSOCIATION

### **SECTION 6    TREASURER**

The Treasurer shall:

- a. Be responsible for collection and disbursement of association funds
- b. Present a statement of financial condition at all Board meetings and provide an account of all transactions as Treasurer
- c. File yearly taxes
- d. A minimum of two officers will have access to all bank accounts

## **SECTION 7 BOARD MEMBERS AT LARGE**

- a. Attend Board meetings
- b. Assist in the development and coordination of conference planning and carry out assigned tasks.
- c. Perform all other activities deemed necessary by the President

## **ARTICLE V** **AMENDMENTS TO THE BYLAWS**

The Bylaws may be amended at any regular board meeting of the Association. Proposed amendments will be presented to all board members. Members shall have 7 days to oppose any changes. Bylaws will be adopted if 2/3 of the board votes to approve the amendments.

## **ARTICLE VI** **Vacancies in Board positions**

The board will address officer vacancies as they arise and recruit candidates as needed.

## **ARTICLE VII** **Board of Directors**

### **SECTION 1 Composition**

- a. The board of directors shall consist of the Chapter Officers and the members at Large.

### **SECTION 2 Powers and Duties**

- a. The members of the board will distribute the below tasks equitably;
  - 1) Formulate the chapter bylaws to conform with NANN bylaws
  - 2) Review the chapter bylaws bi-annually and recommend suggestions and/or amendments.
  - 3) Recruit interested members and maintain relationships with an identified contact person within each neonatal facility
  - 4) Attend monthly board meetings. The time and place shall be determined by the President of the Association.
  - 5) Be responsible for the planning and implementation of educational conferences



