

BY-LAWS OF THE DEPARTMENT OF HEALTH
AFFILIATE No. 15
OF THE MIDDLE MANAGEMENT ASSOCIATION

ARTICLE I. NAME

This Departmental Affiliate shall be known as the Minnesota Department of Health Affiliate of the Middle Management Association.

ARTICLE II. MEMBERSHIP

Any person who is a member in good standing of MMA shall be eligible for membership in this Affiliate and shall remain eligible for continued membership in the Affiliate if he/she maintains his/her membership in good standing in MMA.

ARTICLE III. OFFICERS

The officers of this Affiliate shall be: president, vice-president, and secretary-treasurer.

In the event of a vacancy in an officer position, an election shall be conducted in accordance with the procedures set forth in Article IV. Officers shall assume duties usually performed by such officers and as defined by these by-laws or by the MMA Board. Officers shall conduct and manage the affairs of the Affiliate.

ARTICLE IV. OBJECTIVES OF THE AFFILIATE

Objectives of this organization shall include: distributing and promoting the policies of MMA; carrying out the direction of the Board; providing other activities consistent with MMA purposes as the Affiliate objectives, provided that the MMA Board does not disprove; and encouraging supervisors in the pursuit of the primary goal of MMA, which is to seek better working conditions, pay and benefits for all supervisors.

ARTICLE V. ELECTIONS

Section 1. Nominations, elections and installation of officers shall be made ~~yearly~~ ^{every 2 years}. Nominations, elections and installation of officers may be made at any regular meeting for which notice as provided below is given to all members of the Affiliate.

Section 2. Elections will be by majority vote.

Section 3. Elections will be by secret ballot.

Section 4. Reasonable notice of nominations and elections will be given to all members in good standing. Notice of election must be mailed to each member of the Affiliate not less than 21 days prior to the election.

ARTICLE VI. MEETINGS

Section 1. The Affiliate shall meet at least quarterly at a time and place chosen by the president. A minimum of two weeks notice shall be given.

Section 2. Special meetings may be called at any time by the request of the president or by petition of 35% of the members. A minimum of 24 hours notice of these meetings shall be given to all members.

Section 3. Order of business:

1. Call to order.
2. Minutes of the previous meeting.
3. Secretary-treasurer's report.
4. Unfinished business.
5. New business.
6. Adjournment.

Section 4. A quorum shall consist of 10% of the members.

Section 5. A member who is unable to be present may give his/her limited or unlimited signed proxy to another member.

Section 6. To the extent not inconsistent with other provisions of the by-laws, the latest edition of Robert's Rules of Order shall govern.

ARTICLE VII. AMENDMENTS.

This constitution shall become effective and remain so when it is approved by a majority of the members of the Affiliate who are present and voting, and then must be approved by the MMA Board. Subsequent amendments to this Constitution and By-laws shall be subject to the same majority of those voting.

Any member may propose an amendment to the By-laws. Such an amendment shall be presented in writing to the president.

All members shall be notified of proposed amendments to these By-laws at least 15 days prior to an already scheduled meeting and at least 30 days prior to a special meeting not previously scheduled.

This Constitution and By-laws was adopted November 9, 1983.