

Constitution and By Laws

of the
Psychological Association of Northeastern New York, Inc.

Revised December 1964
Reissued November 1965
Amended May 1977
Amended February 1980
Amended October 1980
Revised May 1983
Revised January 1995
Amended January 1997
Amended November 2004
Amended October 2005
Revised May 2008

ARTICLE I: NAME

1. The name of this organization shall be the Psychological Association of Northeastern New York. The acronym PANNY may be used to refer to the Association.

ARTICLE II: PURPOSE

1. The purpose of the Psychological Association of Northeastern New York shall be to advance psychology as a science, as a profession and as a means of promoting the welfare of the people of Northeastern New York.

2. The Association will work toward achievement of its purpose by engaging in the following activities:

- affiliating with the New York State Psychological Association;
- promoting social and professional interaction with psychologists in the area;
- supporting the professional development of future psychologists;
- promoting public understanding of psychology;
- assisting members in the understanding of the APA Ethical Standards;
- promoting legislative and other actions that protect and enhance the profession of psychology.

ARTICLE III: MEMBERSHIP

1. There are four classes of membership. The Board of Directors may elect as Member in the Association any person working or residing in Northeastern New York who has been granted a License as Psychologist or certified as a School Psychologist by the New York State Education Department, or who is a Member in good standing of the American Psychological Association, or who meets the current requirements for membership in the American Psychological Association or the New York State Psychological Association.

as Associate any person working or residing in Northeastern New York who is an Associate in APA or NYSPA or meets the requirements of either. Such Associates, upon completion of five years in good standing, will be accorded full voting privileges with the Association.

as Student Affiliate any full-time graduate student enrolled in a graduate program in Psychology at a University accredited by the Board of Regents of the State of New York. Student Affiliates shall be entitled to all the privileges of the Association except the right to vote or to be elected to a position on the Board of Directors.

as Professional Affiliate any person working in Northeastern New York in the field of social science who meets the professional requirements of that particular branch of social science. Such a Professional Affiliate shall be entitled to all of the privileges of the Association except the right to vote or to be elected to a position on the Board of Directors.

2. Any Member, Associate, Student Affiliate or Professional Affiliate of this Association may resign by sending the Secretary a signed statement indicating the intention to do so.

3. Any person may be dropped from membership in accordance with the provisions of Article VII of the Constitution.

4. A Member of any class may be dropped from membership or their status reviewed for conduct which tends to injure the Association or to affect adversely its reputation or which is contrary to or destructive of its purpose, but only after the Ethics Committee makes a preliminary inquiry and reports to the Board of Directors its findings and recommendations for action or referral to the State Association or other appropriate authority for investigation or action.

ARTICLE IV: OFFICERS

1. The officers of the Association shall be a President, a President-Elect, a Past President, a Secretary, a Treasurer, a Student Representative, and Representatives to NYSPA Council and the Legislative Committee. They shall hold office until their successors are elected and qualify.

2. The President shall be a Member of the Association who has just completed a term as President-Elect. The President-Elect shall become President at the close of the last meeting of the Association year. During the term of office, the President shall serve as:

- (a) the general presiding officer of the Association; and
- (b) Chairperson of the Board of Directors.

The President shall perform such other duties as are incident to the office or as may be required of the President by vote of the Board of Directors.

3. In the event that the President does not serve out the full term, the President-Elect shall succeed to the unexpired remainder thereof and shall continue through a full term. In the event that the President-Elect is not able to serve out the term, both a President and a President-Elect shall be nominated and elected at the time of the next election. The duties of the President-Elect shall be those of a vice-president.

4. The Past President shall be the most recently retired President and shall serve as a Member of the Board of Directors.

5. The Secretary shall be elected by the membership. The Secretary shall serve for a term of two years, beginning at the close of the annual business meeting at which the election is announced, and shall not serve more than two consecutive terms in this office. During the term of office, the Secretary shall serve as Secretary of the Board of Directors. It shall be the duty of the Secretary to keep the records of all meetings of the Association and of the Board of Directors.

6. The Treasurer shall be elected by the membership. The Treasurer shall serve for a term of two years beginning at the end of the fiscal year during which the election is announced, and shall not serve more than two consecutive terms in this office. It shall be the duty of the Treasurer to have custody of all funds and to deposit them in the name of the Association in such bank or banks as the Board of Directors may direct; to have custody of all other property of the Association not otherwise provided in the Constitution and By-Laws and to retain custody subject to the order and direction of the Board of Directors; to collect dues and other debts due the Association. The Treasurer shall have the authority to sign checks and drafts on behalf of the Association for the disbursement of funds for duly authorized purposes. The Treasurer shall, at all reasonable times, exhibit financial books and accounts to any Member of the Association. The Treasurer shall keep a full and complete record of all money received and all money paid out and shall perform such other duties as may be required of the Treasurer by vote of the Board of Directors at a duly constituted meeting.

7. The Representatives to the New York State Psychological Association (NYSPA) Council and Legislative Committee shall be elected only by and from those Members of PANNY who are also Members of NYSPA. The term of office shall be three years. The PANNY Representatives shall attend all meetings of their NYSPA Committees except that, whenever either of them is unable to attend a scheduled meeting of the Council or the Legislative Committee, the Representative shall notify the President. The President shall (a) attend or (b) select another Member of the Board of Directors who is a Member of NYSPA or (c) if no other Member is available, delegate attendance and voting at the one Council meeting or Legislative Committee to a Member of PANNY who is also a Member of NYSPA, and notify NYSPA or provide the alternate representative with a letter of credentials.

8. The Student Representative shall be a Student Affiliate of PANNY who is a graduate student. He or she shall be elected by the membership and serve a term of one year.

ARTICLE V: BOARD OF DIRECTORS

1. The eleven member Board of Directors shall consist of the President, President-Elect, Past President, Secretary, Treasurer, Student Representative, and one Representative each to the New York State Psychological Association Council and Legislative Committee elected by a preferential ballot, and the Chairpersons of the Membership, Newsletter and Education Committees. These Chairpersons shall be appointed annually by the President, and each shall serve a one-year term concurrent to that of the appointing President. Each Board Member shall have one vote. If a member of the Board holds more than one position, he/she shall still have only one vote.

2. The President of the Association shall be Chairperson of the Board of Directors and the Secretary of the Association shall be Secretary of the Board of Directors. Other persons may be invited to sit with the Board of Directors on appropriate occasions but shall have no vote.

3. Regular meetings of the Board of Directors shall be held at least quarterly. Special meetings of the Board of Directors may be held at any time on the call of the President. A quorum at any meeting shall consist of a majority of the entire membership of the Board of Directors.

4. The Board of Directors shall be the administrative agent to the membership and shall exercise general supervision over the affairs of the Association. It shall have the power to:

- (a) authorize the expenditure of money;
- (b) instruct the President to appoint committees to carry out the purposes of the Association;
- (c) fill vacancies within its own body until the next Annual Meeting of the Association;

- (d) make and amend rules for its own procedures and keep records of such rules and its own proceedings;
 - (e) receive and approve the recommendation of the Membership Committee concerning the election of candidates to all classes of membership;
 - (f) review, act upon, or otherwise dispose of the findings and recommendations of the Ethics Committee;
 - (g) take such steps as may be necessary to carry out any program voted by the Members of the Association and not otherwise provided for.
5. The order of business at meetings of the Board of Directors shall be as follows:
- (a) Call to Order
 - (b) Roll Call
 - (c) Reading and Approval of Minutes
 - (d) Reports of Committees
 - (e) Business
 - (f) Adjournment

ARTICLE VI: COMMITTEES

1. The committees of the Association shall consist of such special committees as may be established by the Board of Directors and of the standing committees provided for in Sections 2, 3, 4, 5 and 6 below. Chairpersons of Membership, Ethics, Newsletter and Education Committees shall be appointed by the President of the Association and shall become members of the Board of Directors upon such appointments.
2. There shall be a Membership Committee appointed by the President with the approval of the Board of Directors and serving until they resign or are replaced. This Committee shall design a suitable application form, encourage eligible persons to apply for membership, review the applications received and recommend to the Board of Directors their acceptance or rejection. This Committee shall conduct an annual membership drive and publish a membership directory.
3. There shall be a Newsletter Committee which shall concern itself with such matters as communication with membership via maintenance of a newsletter and public relations, i.e., news release of PANNY events and elections.
4. There shall be an Education Committee which shall concern itself with educational initiatives for members, other professionals and the broader community. The Education Committee shall also be responsible for arranging for the yearly "PANNY Presents" program for graduate students.
5. There shall be a Nominations and Elections Committee consisting of three members chaired by the President Elect with the approval of the Board of Directors. This Committee will conduct the nominations and elections of the Association according to the processes set forth in Article VIII of this Constitution.

ARTICLE VII: DUES

1. When annual dues are payable, the Treasurer shall publish in the Newsletter an Annual Statement.
2. A late fee may be assessed members paying late. The exact amount of late fees to be assessed shall be established upon the recommendation of the Treasurer and approved by the Board of Directors.
3. Membership shall be terminated for any person whose dues remain unpaid 60 days after the

mailing of a second year's dues statement, no further notice to the member being required.

ARTICLE VIII: ELECTIONS

1. At least five weeks before the May meeting, a nominating ballot shall be sent to the membership.
2. The names submitted in this ballot shall be sent to the membership for voting in an election ballot at least two weeks before the May meeting.

ARTICLE IX: MEETINGS

1. Additional meetings of the Members to transact business of the Association or to present programs may be called at any time by the Secretary on the request of the President, the Board of Directors, or of any five Members of the Association. The Secretary or designated Board member shall notify all Members at least four weeks before the date of each meeting.

ARTICLE X: AMENDMENTS

1. Any 5 Members may submit to the Board of Directors in writing proposed amendments to this Constitution and By-Laws together with reasons for the proposed amendments.
2. After review by the Board of Directors, the Secretary shall send every Member a written copy of proposed amendments together with reasons advanced by their proponents and comments or recommendations by the Board of Directors at least two weeks before final action taken at a business meeting.
3. If a proposed amendment is voted on by mail, an affirmative vote of at least two-thirds of the Members who vote on it shall be required for its passage. If a proposed amendment is voted on at a business meeting, an affirmative vote of at least two-thirds of the Members present and voting shall be required for its passage.
4. This Constitution and By-Laws may be revised by the same process stipulated for amending this document.

ARTICLE XI: WHEN TO TAKE EFFECT

1. This Constitution and By-Laws shall take effect as soon as it receives an affirmative vote of at least two-thirds of the Members who vote on it.
2. This Constitution and By-Laws as originally proposed was made effective by approval of two-thirds of the Chapter Members who voted in December 1958.
3. Amendments proposed in November 1964 and incorporated in this revision took effect in December 1964 by approval of two-thirds of the members who returned ballots.