

Article I Officers

Section 1 - Officers

- a. The officers shall be a President, Vice-President, a Secretary, Treasurer, and a President-Elect. The officers shall take over duties of their respective offices January and serve for one year.
- b. The Executive Committee shall consist of the President, Vice-President, Secretary, Treasurer, Immediate Past President, and President Elect. Additionally, the President shall appoint representatives of Ochsner, Tulane, and LSU Pediatric Departments, Children's Hospital and Private Practice Representative as members of the Executive Committee.
- c. Five members shall constitute a quorum for the Executive Committee.

Section 2 - Election of Officers

- a. Nominations for officers from the general membership may be submitted in writing to the Nominating Committee within 30 days of the Committee Meeting. Members will be notified of the committee meeting by fax, email and postcard.
- b. Only active members, whose annual dues are fully paid, are eligible for election to any office, or are entitled to a vote.
- c. Elections shall be by electronic ballot and conducted by November 15th of each year.
- d. The President and Vice-President may not succeed themselves in their respective offices.

Section 3 - Duties of Officers

- a. President - The President (1) shall preside at all meetings of the general membership and enforce the laws of the Society, (2) shall be chairman of and preside over all meetings of the Executive Committee, (3) shall appoint all committees not otherwise provided for by these By-Laws, (4) shall fill all vacancies, according to Article I, Section 4 of By-Laws, (5) shall inspect the records and accounts of the Society and report any inaccuracies and delinquencies in reference thereto, (7) shall be ex-officio member of all committees, (8) shall serve as chairman of the Nominating Committee, (9) shall perform all such other duties of this Society as custom and parliamentary procedure may require, and (10) shall upon completion of his/her term serve one year as Immediate Past President of the Society.
- b. Vice-President - The Vice-President (1) shall preside at all meetings in the absence of the president, (2) shall be chairman of the Scholarship Committee, (3) shall assist with all community and special projects deemed by the Executive Committee, and (4) shall assist with general membership topics and potential speakers.
- c. President-Elect - The President-Elect shall serve as a member of the Executive Committee and as an ex-officio, voting member of all committees.
- d. Secretary - The secretary shall (1) preserve the official copy of the Constitution and of these By-Laws, (2) duly record in proper form all amendments made in the Constitution and By-Laws; together with the date and manner of adoption of said amendments, (3) notify all members-elect of their election to membership, (4) maintain a record on each member as well as the official list of all members, (5) give a notice of all meetings and of any special duty imposed upon members, (6) keep a record of the proceedings of all meetings, (8) perform such other duties as are usually performed by a Secretary, and (9) assume the duties of the President in the absence of the President and the Vice-President.
- e. Treasurer - The treasurer shall (1) have charge of funds, (2) keep an accurate record of the monies of this Society, (3) shall give an accounting of the financial status of the Society to the Executive Committee and the general membership.

Section 4 - Vacancies

In the event that any officer of the Society or member of the Executive Committee is unable to serve his/her full term, the Executive Committee is empowered to appoint an active member to serve out the unexpired term.

Article II Nominating Committee

Section 1 - Committee Composition

- a. The Nominating Committee shall consist of the President, who will serve as chairman and the three (3) immediate past presidents of the Society. The Nominating Committee shall submit nominees for elective office in accordance with Article I Section 2 of these by-laws.

Article III Meetings

Section 1 - Meetings

The Society shall have at least two dinner-business, or dinner-scientific, meetings annually.

Section 2 - Meeting Quorum

Fifteen active members shall constitute a quorum for transaction of business at any meeting of the Society.

Section 3 - Reports

At each General Meeting, reports shall be made by all officers. Full reports must be made by the President, Secretary, and Treasurer.

Article IV Dues and Assessments

Section 1 - Fiscal Year

The fiscal year shall begin January first.

Section 2 - Dues

Annual dues for Active, Affiliate and Resident members shall be determined annually by the Executive Committee. These dues will be due January first. Retired members are exempt from dues. No Person shall be in good standing or qualified to exercise any privilege of membership when in default.

Section 3 - Waivers

Due may be waived for just cause by the Executive Committee.

Article V Parliamentary Procedure

Robert's Rules of Order (revised) shall govern procedures in all cases not inconsistent with these By-Laws.

Article VI Amendments

By-Laws may be amended in the same manner as the Constitution of the Society.