

# NURSING SECTION BYLAWS

## NORTH CAROLINA PUBLIC HEALTH ASSOCIATION

### PUBLIC HEALTH NURSING SECTION

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#### PREAMBLE

The Public Health Nursing Section is part of the North Carolina Public Health Association, and the Public Health Nursing Section Bylaws shall be in compliance with the Bylaws of NCPHA.

#### ARTICLE 1: NAME

The name of this section shall be the Public Health Nursing Section of the North Carolina Public Health Association.

#### ARTICLE 2: MISSION STATEMENT

To protect and promote the public health of the residents of North Carolina by:

- NCPHA Public Health Nursing Section will be acknowledged as NCPHA's expert voice, advocate and leading resource for public health nursing practice.

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- Providing a medium for public health nurses in North Carolina for continued training, education and peer exchange as a means of increasing professional identity and performance in public health practice.
- Supporting legislation favorable to public health and the promotion of the public health of the residents of North Carolina.
- Promoting programs and/or projects deemed necessary to protect and promote the public health of the citizens of North Carolina.

### **ARTICLE 3: MEMBERSHIP**

The Public Health Nursing Section shall consist of persons who are employed in public health services, persons involved in the education of public health nurses, and persons who have a serious interest in public health nursing.

Members of the Public Health Nursing Section shall be members of NCPHA.

Categories of membership include Regular Members, Student Members, Life Members, Retiree Members, and First Time Members.

### **ARTICLE 4: FINANCES**

All funds received shall be deposited to the credit of the NCPHA Public Health Nursing Section by the Executive staff of NCPHA.

Section dues shall be established by the Section's Executive Committee.

All Section dues are payable with NCPHA dues on the anniversary date of membership.

The fiscal year shall be July 1- June 30.

The accounts of the Public Health Nursing Section shall be audited by an Auditing Committee appointed by the Executive staff of NCPHA. The section's transactions are randomly audited during the NCPHA audit.

### **ARTICLE 5: MEETINGS OF THE MEMBERSHIP**

There shall be an Annual Meeting of the Public Health Nursing Section membership in conjunction with the NCPHA Annual Meeting.

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A special meeting may be called by the Chair upon request of the Section's Executive Committee, or upon written request of 25 members of the Public Health Nursing Section, provided that 30 days advance notice of the time, place and purpose of the meeting is sent to the membership. 25 members present in person shall constitute a quorum for a special meeting.

### **ARTICLE 6: OFFICERS**

The officers ("Executive Committee") of the Public Health Nursing Section shall consist of a Chair, Chair-Elect, Vice Chair of Education, Vice Chair of Communication, Secretary, and Treasurer.

Officers shall be duly nominated, voted on, and elected by members of the Public Health Nursing Section, and shall serve from the close of the Annual Meeting at which they are elected until the close of the next Public Health Nursing Section Annual Meeting.

The duties of the officers shall be those usually implied by the office and shall be outlined in the Manual of Procedures.

Should a vacancy occur in the office of the Chair-Elect, Vice-Chair of Education, Vice-Chair of Communication, Secretary, or Treasurer, the Chair shall convene the Nominating Committee and charge them to nominate a qualified individual for the position. The vacant position shall be filled by the Section's Executive Committee in a reasonable time, but not to exceed 30 days. The Executive Committee shall then appoint the new position and the newly appointed person will need to be voted in (vote of confidence) by larger membership. If the vote is no confidence, then the nominating procedure will need to be reinitiated.

### **ARTICLE 7: MEETINGS OF THE OFFICERS**

The Public Health Nursing Section Executive Committee will meet regularly throughout the year with the schedule being determined each year after the NCPHA Annual Meeting and induction of new officers.

An officer is expected to be present at a minimum of 70 percent of the regular Executive Committee meetings. Any officer who is violation of the minimum attendance requirements shall be subject to termination from the Executive Committee. Thereafter, the Executive Committee may terminate the officer's membership on the Executive Committee unless the Executive Committee consents to such non-attendance for good cause.

### **ARTICLE 8: COMMITTEES**

The Executive Committee shall be composed of the Chair, Chair-Elect, Vice Chair of Education, Vice Chair of Communication, Secretary, Treasurer, and the immediate Past Chair. The Public Health Nursing Chair of EDNCPHA may serve as an ex-officio member. The Executive Committee shall be empowered to transact the business of the NCPHA

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Public Health Nursing Section in the interim between meetings of the general membership. Meetings of the Executive Committee shall be called by the Chair as needed. A majority of the members of the Executive Committee shall constitute a quorum.

Ad Hoc or other Special Committees shall be convened by the Chair whenever deemed necessary to carry out particular assignments for the benefit of the Public Health Nursing Section, or to work in conjunction with committees of NCPHA. These committees can include, but are not limited to: Program Committee, Arrangements Committee, Awards Committee, Membership Committee, Nominating Committee, Finance Committee, Bylaws and Manual of Procedures Committee. The duties and composition of the Ad Hoc Committees are outlined in the Manual of Procedures. The Public Health Nursing Section Executive Committee shall perform duties as written in the Manual of Procedures when no Ad Hoc or Special Committees are convened.

### **ARTICLE 9: QUORUM**

A quorum of the membership shall be those present at any duly called meeting of the Public Health Nursing Section.

### **ARTICLE 10: PARLIAMENTARY AUTHORITY**

Business meetings of the Public Health Nursing Section shall be conducted in accordance with Robert's Rules of Order, Revised.

### **ARTICLE 11: AMENDMENTS**

These Bylaws may be amended by a majority vote, provided notice of the proposed amendments has been transmitted in writing to the membership with a 30 day voting period.

Revised 9/2000, Revised 11/2018, Revised 02/2020, Revised 11/2023