



## **NEVADA PSYCHOLOGICAL ASSOCIATION**

### **BY-LAWS**

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**BY-LAWS OF THE  
NEVADA PSYCHOLOGICAL ASSOCIATION**

- I. NAME: This organization shall be known as "The Nevada Psychological Association," a Nevada nonprofit mutual benefit corporation, hereafter referred to in these By-Laws as NPA.
- II. PURPOSE: The Purpose of NPA shall be to advance psychology as a science and as a profession, and as a means of promoting human welfare by the encouragement of psychology in all its branches in the broadest and most liberal manner: by the improvement of the qualifications and usefulness of psychologists through high standards of competence, professional ethics, conduct, education and achievement; by the increase and diffusion of psychological knowledge through meetings, professional contacts, reports, papers, discussions and publications.
- III. PRINCIPAL OFFICE: The county in the State of Nevada when the principal office shall be located for the transaction of business of the corporation is: Clark County.
- IV. MEMBERSHIP:  
Section 1. Classes: NPA shall consist of five classes of membership, as follows:  
(a) Full Members  
(b) Associate Members  
(c) Affiliate Members  
(d) Honorary Members  
(e) Life Members

Note: In this and following sections, any mention of academic degree shall refer to a degree obtained from a school accredited by the Council for Higher Education Accreditation or equivalent at the discretion of the NPA Board-of Directors.

Note: Membership in NPA is not necessarily to be construed as evidence of qualification or competence to practice psychology.

Note: A person will enter membership on the highest level for which that person is qualified, except for full-time students enrolled in a psychological doctoral program, who may join as affiliate members.

Section 2. Full Members: Full members shall consist of those persons who hold:

- (a) a Doctorate in psychology or,
- (b) a license as a psychologist in the State of Nevada,

Full members shall have all the rights and privileges of NPA including the right to vote and hold office.

Section 3. Associate Members: Associate members shall consist of those persons who hold a Masters Degree in Psychology or equivalent. Associate members cannot vote, hold office or serve on the Board of Directors.

Section 4. Affiliate Members: Affiliate members shall consist of several subclasses of individuals or groups with an interest in psychology such as, but not limited to, students of psychology or certified paraprofessionals with all rights and privileges of NPA except for voting, holding office and serving on the Board of Directors. However the American Psychological Association Graduate Student (APAGS) Representative to the Board as selected by the statewide graduate student committee members shall be a voting member of the Board.

Section 5. Honorary Members: Honorary members shall consist of persons of other professions or disciplines designated by Divisions or by the Board of Directors for distinguished contribution or honorary status in psychology. Honorary members shall have all the privileges of full members except voting, holding office and serving on the Board of Directors.

Section 6. Life Members: Life members shall keep their privileges and designation at time of retirement or disability (as passed upon by the NPA Board of Directors.) (look at who else might qualify)

Section 7. Applications for Membership: All applicants must submit an application to NPA.. Association may require verification of degree, licensure and/or student status.

Section 8. Ethical Code: All Members shall abide by the Ethical Principles of the American Psychological Association By-Laws of NPA, and applicable regulations of the Board of Psychological Examiners of the State of Nevada.

Section 9. Expulsion and Suspension of Members: Members may be expelled or suspended from NPA for nonpayment of fees, periodic dues or assessments, for conduct which the Board shall deem inimical to the best interests of the association, including, without limitation, unethical or unprofessional conduct and flagrant violation or any provision of these by-laws or failure to satisfy membership qualifications. The Board shall give the member who is the subject of the proposed action 30 days prior notice of the proposed expulsion or suspension and the reason therefore. The member may submit a written statement to the Board regarding the proposed action not less than five days before the effective date of the proposed expulsion or suspension.

Prior to the effective date of the proposed expulsion or suspension, the Board shall review any such statement submitted and shall determine the mitigating effect, if any, of the information contained therein on the proposed expulsion or suspension. A suspended member shall not be entitled to exercise any voting rights. Action for such expulsion or suspension may be instituted by any member bringing charges before the Ethics Committee. If in the case the Ethics Committee is inactive then actions should be brought before the Executive Board.

Section 10. Resignation: A member may resign from membership at any time.

## V. DIVISION STRUCTURE:

Section 1. Divisions: Members by reason of common problems, common goals and interests may organize themselves into Divisions of NPA. New Divisions are recognized and given approval by the Board of Directors when 10% or more of the Members of NPA petition to form a Division with the purpose of undertaking special programs, projects and activities. In addition, approval by a two-thirds vote of the eligible voters of the Association will be required; such balloting shall take place during the next general election.

Section 2. Annual Statements: Each Division shall prepare an annual statement of goals and programs, and an annual budget, and shall submit it to the NPA Board of Directors for ratification. A report of expenditures and income shall be submitted annually to the NPA Board of Directors. The NPA Board of Directors will review and consent to Divisional budgets and programs annually to assure their consistency with overall NPA policy. Once a divisional budget has received approval of the NPA Board of Directors, the Division Board may, at its discretion, institute change within and between approved line items, as long as the overall expenditures of the Division do not exceed the limits of approved budget

Section 3. Division Officers: Divisions will elect their own officers.

Section 4. NPA Funding: Divisions may annually be allocated specific sums for their activities from NPA funds by the NPA Board of Directors. Funds generated by each Division and not expended by that Division shall be carried over from year to year. Divisional funds may not be appropriated, committed or expended by the NPA Board of Directors without the explicit approval of the Division's officers.

Section 5. Division Dissolution: Two-thirds of the active members of a Division may petition the NPA Board of Directors for that Division's dissolution; if the Division membership falls below seven percent of the membership of NPA, the NPA Board of Directors has the option of dissolving that Division.

## VI. REGION STRUCTURE:

Section 1. Regions: A single, coordinated group within a geographic area of the state is designated a Region. In order to qualify as a Region, an organization must have at least 10 members. The Code of Ethics of any Region shall be same as that of NPA. The Articles of Incorporation, by-laws, ongoing policies, activities and budgets, shall contain no articles or provisions in conflict with those of NPA.

Section 2: Dues: Regions may collect dues or assessments from their members and may engage in activities broadly defined as psychological in nature, providing they do not conflict with the goals and activities of NPA. Their fiscal year shall correspond with that of NPA.

Section 3. Officers: Region members will elect their own officers.

Section 4. NPA Funding: Regions may annually be allocated specific sums for their activities by the NPA Board of Directors.

Section 5. Dissolution: Two-thirds of the voting members of a Region may petition the NPA Board of Directors for that Region's dissolution; if the Region membership falls below 10 members, the NPA Board of Directors has the option of dissolving that Region.

Section 6. Regional Status: A local organization may request Region status by submission to the NPA Board of Directors the following material:

- (a) A letter of intent
- (b) A list of members containing at least 10 members, of whom at least 6 shall be NPA members;
- (c) A statement of current dues structure;
- (d) Requirements for membership;
- (e) A list of officers;
- (f) A statement of goals and policies;
- (g) A current budget statement;
- (h) A brief description of programs for the year;
- (i) Interim representatives(s) to those NPA Board of Directors; and
- (j) A copy of the by-laws.

VII. PARLIAMENTARY AUTHORITY: Unless otherwise indicated in these bylaws or any special rules of order NPA adopts, the latest revision of Keesey's Modern Parliamentary Procedures used by APA shall be the parliamentary authority for the governance of NPA.

## VIII. BOARD OF DIRECTORS:

Section 1. Powers: Subject to the limitation of the Articles of these by-laws, and of Chapter

86 of N.R.S. relating to action required to be approved by the members or by a majority of members, the activities and affairs of the association shall be conducted and all corporate powers shall be exercised by or under the direction of the Board of Directors. The Board of Directors may delegate the management of the activities of the association to any person or persons, a management company or committees however composed, provided that the activities and affairs of the association shall be managed and all corporate powers shall be exercised under the ultimate direction of the Board.

Section 2. Number of Directors: The authorized number of Directors shall be not less than five nor more than fifteen, with the exact number of Directors to be fixed, within the limits specified, by approval of the Board.

Section 3. Membership: All of the following must be voting members of NPA:

(a) The directors, with vote, shall consist of:

- 1) All officers of the association elected in the manner and for terms as set forth below in Section 7;
- 2) All representatives of Divisions and Regions in the manner and for terms as set forth below in Section 8; (that person is already named as an officer)
- 3) The American Psychological Association Graduate Student (APAGS) representative to the Board. This vote may be split between a northern and a southern representative.
- 4) The chair of the Diversity Committee
- 5) The chairs of the Early Career Psychologists Committee. This vote is split between a northern and a southern representative.
- 6) The Delegate from the APA Council of Representatives

(b) Ex officio members, without vote:

- 1) The Executive Director and/or the Administrator of NPA
- 2) The chair of any recognized NPA committee other than Diversity.

Section 4. Regular Meetings: Regular meetings of the Board of Directors shall be held at least four times per year at a place and date established and noticed by the President not later than two weeks prior to the date set for the meeting. At least one meetings of the Board of Directors shall be face-to-face.

Section 5. Special Meetings: Special meetings may be called by the President or three or more voting Directors. Notice of special meetings shall be given by e-mail, telephone, or mail..

Section 6. Quorum and Voting: A quorum is 60% of the voting Directors. Once a quorum is established, it is maintained unless the number of voting Directors present falls below 50% of the total NPA Board of voting Directors. A Director may give his or her proxy to another Director by a written, signed and dated memorandum transmitted to the President (may be transmitted electronically). If one individual holds two offices, each entitling him or her to vote, he or she shall be limited to one vote. There shall be no transfer of voting privileges.

Section 7. Election of Directors, Officers and APA Representative:

(a) The Officers of the association shall consist of:

- 1) President
- 2) President-elect
- 3) Past President
- 4) Secretary, and
- 5) Treasurer

(b) Election of Officers shall be conducted annually by electronic ballot circulated to all Full Members and Life Members. Candidates with the highest number of votes shall be declared winners.

(c) The Officers shall be elected for 1-year terms which will begin May 1 of that year.

(d) Any officer may resign at any time by giving written notice to the association, but without prejudice, if any, to the association under any contract to which the officer is a party. Any such resignation shall take effect at the date of the receipt of such notice or at any later time specified therein and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

(e) The APA Council Representative shall be selected by the Board of Directors after solicitation for candidates from the membership and elected for a 3-year term.

Section 8. Election of Directors, Divisions and Regional Representatives:

(a) The NPA Board of Directors, in addition to Officers, shall consist of one representative for each Division, and one representative for each Region.

(b) Each Division and Region shall elect one member to the Board of Directors, that election to be completed by March 30<sup>th</sup>..

(c) Directors representing Divisions and/or Regions shall be elected for a 1-year term unless elected to fill a seat with an unexpired term. The occupant of a seat may change whenever that person vacates that seat for whatever reason prior to the expiration of the term of that seat. The newly elected representative shall serve only to the expiration of the term. A Full Member or Life Member shall be entitled to vote for the representatives of all Divisions and/or Regions in which he or she is a member.

Section 9. Resignation of Directors: Any Director may resign effective upon giving written notice to the President, the Secretary, or the Board, unless the notice specifies a later time for the effectiveness of such resignation. If the resignation is effective at a future time, a successor may be elected before such time, to take office when the resignation becomes effective.

Section 10. Removal of Directors: In general, any Director may be removed without cause if such removal is approved by a majority of the members qualified to vote. However, any Director elected by a Region or Division, as described above in Section 8.b and c., may be removed only by the applicable vote of the members within that Region or Division.

Section 11. Attendance Requirements: Members of the Board of Directors shall attend all Regular and Special Meetings as herein defined. Two absences without notice to the President and Executive Director (or the Executive Board) in any 1-year period may be considered grounds for removal, subject to a confirming vote by the Board of Directors.

Section 12. Vacancies of Officers and Directors: Vacancies in the Board of Directors or in any of the offices listed in Article VIII, Section 7(a), may be filled by approval of the Board. Each Director or officer so elected shall hold office until the next annual election.

Section 13. Election Procedures of NPA Officers, Directors and APA Council Representatives:

(a) In November of each year the immediate Past-President shall name a Nominations and Election Committee consisting of himself or herself as Chair and one member each appointed by the NPA President and the Presidents of each Region and Division. A Vice-Chair of the Nominations and Elections Committee shall be designated by the President, and shall fulfill the duties of the

Chair if the latter is unable to execute those functions for any reason.

- (b) This committee shall be responsible for obtaining nominations and selecting a slate of candidates for NPA offices, regional offices, and APA Council Representative.
- (c) The entire membership shall be notified of the Call of Nominations and the procedures to be followed.
- (d) The NPA Nominations and Elections Committee shall hold a meeting immediately prior to the January Board of Directors meeting. Those in attendance shall construct a slate consisting of candidates for the offices of President-Elect, Secretary and Treasurer. Candidates for President will be selected only if there has been a vacancy in the office of President-Elect since the prior year's election. The Chair of the NPA Nomination and Elections Committee shall circulate the list of all suggested nominees to all members of the Committee at least 1 week prior to their meeting.
- (e) The slate of candidates for NPA offices and APA Representative shall be made up of nominees as specified in Article VIII, Section 13(c), and nominations made by the Committee on its own initiative. The slate shall be reported to the NPA Board of Directors by February 27.
- (f) Ballots for NPA Offices will be sent to Full Members and Life Members by March 1, with position statements and biographical information supplied by candidates. Ballots for the APA Representative will be distributed in accordance with APA Guidelines.
- (g) Ballots shall be collected and tabulated by the Executive Director and resulted reported to the Board of Directors.

Section 14. Limits of Consecutive Terms: Officers and Directors shall serve in the same titled position for no more than two consecutive terms, unless there are no other nominations for that position. For purposes of this section, completion of more than 50% of a term shall be considered a full term of service. Eligibility for nomination after serving the maximum allowable number of terms will re-establish after an absence of one year.

Section 15. Duties of Officers:

- (a) President: The President shall exercise general supervision over the affairs of the association. He or she shall preside at all meetings of the members and of the NPA Board of Directors, and shall serve *ex officio* on all standing committees.
- (b) President-Elect: The President-Elect shall assume the duties of the President in the absence of the latter, shall serve *ex officio* on all standing committees, and shall have such additional duties as may be designated by the NPA Board of Directors.
- (c) Past President: The Past President shall assume the duties of the President and President-Elect in the absence of both and shall serve as Chair of the Nominations and Elections Committee.
- (d) Secretary: The Secretary shall keep minutes of all meetings of members and of the NPA Board of Directors, and shall be the custodian of all association records except those of the Ethics Committee. The Secretary shall chair the Newsletter Committee.

(e) Treasurer: The Treasurer shall be custodian of all association funds. After audit/financial review and approval by the NPA Board of Directors, he or she shall present to the members annually a summary statement of the financial standing of the association. Each member shall be notified on the annual dues statement of the right to receive a financial report.

Section 16. Duties of the APA Council Representative: The NPA member elected to the American Psychological Association Council of Representatives shall regularly attend the meetings of the Council, and shall represent and further the interests and policies of NPA in the APA. He or she shall also report on the actions of the APA Council to the NPA Board of Directors.

Section 17. Duties of Representatives of Divisions and Regions: Representatives elected by Divisions or Regions shall have the following duties:

- (a) To represent on the NPA Board of Directors the interests of his or her Division or Region;
- (b) To facilitate the conduct of NPA affairs within his or her Division or Region; and:
- (c) To recommend members from his or her Division or Region for appointment to committees.

## IX. COMMITTEES OF THE BOARD:

Section 1. Authority to Create Other Committees: The Board may appoint committees and delegate to such committees any of the authority of the Board except with respect to:

- (a) The approval of any action for which Chapter 86, N.R.S. also requires approval of the members or approval of a majority of all members;
- (b) The filling of vacancies on the Board or on any committee;
- (c) The fixing of compensation of the Directors for serving on the Board or on any committee;
- (d) The amendment or repeal of by-laws or adoption of new by-laws;
- (e) The amendment or repeal of any resolution of the Board which by its express terms is not so amendable or repealable;
- (f) The appointment of other committees of the Board or the members thereof;
- (g) The expenditure of association funds to support a nominee for Director after there are more people nominated for Director than can be elected; or

(h) The approval of any self-dealing transactions involving any assets held in charitable trust ; Any such committee must be created, and the members thereof appointed, by resolution adopted by a majority of the authorized number of Directors then in office, provided a quorum is present. Minutes shall be kept of each committee meeting. Committees may be deemed "inactive" or "disbanded" if a majority of the Board of Directors votes to do so. This action might be taken if a committee is not longer necessary to the functioning of NPA, currently has no interested members or the committee's mission has been completed.

Section 2. Standing Committees: Standing Committee Chairs shall be appointed annually by the President, with the approval of the Board of Directors. Such committees shall, if possible, be composed

of members representing varied geographical areas and professional interest. The committee should address the interests and concerns of the designated regions. Each committee, if possible, will assign co-chairs for the regions. In the instance of a single chair, efforts will be made to receive input and to represent all regions. Minutes shall be kept of each meeting of each committee. Minutes shall be submitted to the Executive Board for any month of which a meeting of the committee occurs. Minutes shall include: Date/Time, Members in Attendance (and Absent), and details of what is discussed. Standing Committees and their duties shall be as follows:

- (a) The Membership Committee shall assist the Executive Board with membership recruitment and retention.
- (b) The Nominations and Elections Committee shall be constituted and perform duties as described in Article VIII, Section 13.
- (c) The Public Education Committee shall be responsible for describing, to the general public, business community, and other professionals the value of psychology and the range of services that psychologists can provide. The Committee shall disseminate information regarding psychological issues of interest to the public. The Committee shall provide the link between NPA and the media.
- (d) The Diversity Committee are dedicated to promoting diversity statewide in Nevada. This includes welcoming psychologists from diverse backgrounds as well as promoting culturally sensitive services to the community. NPA has developed a Diversity Mission statement, which includes scientific and evidence-based information about working with diverse populations in our CE trainings, and strongly supports efforts to reach out to individuals of different genders, ethnicities, ages, backgrounds, sexual orientations, cultures and abilities.
- (e) The Legislative Committee shall advise the Board of Directors of suggested legislative actions, and carry out such actions as approved by the board with the assistance of the NPA lobbyist. This may include proposing legislation to be introduced to the Nevada State Legislature, meeting with legislators, arranging for educational meetings about legislative matters for members and legislators, building relationships with others interested in mental health issues which are of common interest with psychologists, developing relationships with state agencies to further mental health services and facilitate the status and role of psychologists within the state.
- (f) The Continuing Education Committee with the President of NPA, shall develop a two year CE Calendar and assist with the planning, execution and follow up of CE events and sponsorship.
- (g) Technology and Communications Committee shall include assisting the Executive Board with the management, content, policy and developing short and long term goals for the website, newsletter, social media policy, listserv and any other communications needs representing the organization.
- (h) The ECP Committee represents and serves the interests of ECPs within our state. Early Career Psychologists (ECP) are defined as or positions held by a psychologist who has completed a doctoral degree and were licensed within the last 7 years.
- (i) The Newsletter Committee shall be responsible for publishing an association newsletter at least twice a year. The Committee shall consist of the NPA Secretary and the Newsletter Editor and whomever else they appoint.

X. MEETINGS OF MEMBERS:

Section 1. Place of Meetings: NPA shall meet at times and places designated by the NPA Board of Directors. The Secretary shall take minutes of the meetings and be responsible for distribution to each NPA Board of Directors member at least 3 days before the next Board Meeting.

Section 2. Annual Meetings: One physical meeting each year shall be designated as the Annual Meeting, which shall be for information purposes and presentation of proposals for future NPA Board of Directors action. Any other proper business may be transacted at the meeting.

Section 3. Notice of Annual Meetings: The Continuing Education Committee shall send written notice of the Annual Meeting to all member participants in NPA not less than 30 days prior to the meeting.

Section 4. Agenda: The NPA Board of Directors is required to place on its Agenda any item or proposal petitioned for by 10 or more Full Members.

XI. DUES AND ASSESSMENTS:

Section 1. Decisions Regarding Dues: All decisions regarding the setting of dues, initiation and reinstatement fees and assessments are subject to the approval of the NPA Board of Directors, following review of recommendations by the committees named in Sections 4 and 8 of this Article.

Section 2. Review of Dues Structure: Dues will be reviewed and recommended annually to the Board of Directors by a committee consisting of the NPA President- Elect, NPA Treasurer, the Chairs of Divisions and the Presidents of Regions.

Section 3. Application Fee: An application fee may be charged all applicants and shall be payable upon admission to membership in NPA.

Section 4. Annual Dues: The Annual Dues shall be payable prior to the Annual Convention and shall cover the Associations' Fiscal Year.

Section 5. Late Payment causing Resignation: Members in any class who have not paid their dues within 30 days of the end of the membership year will be considered as having resigned from membership subject to the procedures listed for termination of membership in Article IV, Section 9.

Section 6. Member Reinstatement after Non-Payment of Dues: Members in any class who have resigned from membership through nonpayment of dues may be reinstated only upon payment of the current year's dues.

Section 7. Member Reinstatement when Dues are Current: Members in any class who resign from the Association at a time when their dues are current will be reinstated upon payment of the then current year's dues.

Section 8. Review of Division and Region Dues Structure: The Division dues and assessments will be reviewed and agreed upon through negotiation annually by a committee consisting of the NPA President-Elect, the NPA Treasurer and the Divisional Chairpersons. Region dues and assessments will be reviewed and agreed upon through negotiation annually by a committee consisting of the NPA President-Elect, the NPA Treasurer, and the Region Presidents.

## XII. AMENDMENT OF BY-LAWS:

Section 1. Amendments: These bylaws may be amended or repealed by approval of the members or by the approval of the Board; provided, however, that members must approve any action that would:

- (a) Materially and adversely affect the rights of members as to voting, dissolution, or redemption, or transfer of memberships;
- (b) Increase or decrease the number of memberships authorized in total or for any class;
- (c) Effect an exchange, reclassification, or cancellation of all or any part of the memberships;
- (d) Authorize a new class of membership; or
- (e) Specify or change a fixed number of Directors or the maximum or minimum number of Directors to change from a fixed to a variable number of Directors or vice versa.

The power of members to approve the repeal or amendment of by-laws is subject to the further approval of the members of a class if such action would:

- (a) Materially and adversely affect the rights, privileges, preferences, restrictions, or conditions of that class as to voting, dissolution, redemption, or transfer of memberships in a manner different than such action affects another class.
- (b) Materially and adversely affect such class as to voting, dissolution, redemption, or transfer of memberships by changing the rights, privileges, preferences, restrictions or conditions of another class.
- (c) Increase or decrease the number of memberships authorized for another class;
- (d) Effect an exchange, reclassification, or cancellation of all or part of the memberships of such class; or
- (e) Authorize a new class of membership.

Proposed amendments to the by-laws shall be presented to the voting members of NPA by a majority vote of the NPA Board of Directors or upon receiving a petition signed by not less than 5% of the voting members of NPA.

A by-law conferring some or all of the rights of a member of any class upon any person or entity who does not have the right to vote may be adopted only by approval of the members.

Section 2. Approval of the Members: For purposes of this Article XII only, "approval of the members" requires a two-thirds plurality of the members voting by mail ballot.

Section 3. Approval of the Board: For purposes of this Article XII only, "approval of the Board" requires a majority vote by the NPA Board with no more than 2 dissenting votes. Abstention is not considered a vote, and no vote is valid unless a quorum is present. Proposed by-law amendments must be announced at least two weeks prior to the NPA Board of Directors meeting at which they will be

considered.

Section 4. Mail Ballot: All amendments to the by-laws which under Section 1 require approval of the members will be made by mail ballot to the voting members in writing together with a summary of arguments for and against the amendments.

XIII. AMENDMENT OF ARTICLES OF INCORPORATION:

Section 1. Amendments: A proposed amendment to the Articles of Incorporation shall be presented to the voting members of NPA by the NPA Board of Directors either upon majority vote of the NPA Board of Directors or upon receiving a petition signed by not less than 10% of the voting members of NPA.

Section 2. Submission to Voting Members: Such proposed amendments shall be submitted to the voting members in writing together with a summary of arguments for and against the amendment.

Section 3. Governance: The amendment of the Articles of Incorporation shall in all other respects be governed by the provisions of Chapter 86, N.R.S.

Revised: March 28, 2000

By-Laws of The Nevada Psychological Association,  
Northern Region

I. **NAME:** This organization shall be known as "The Nevada Psychological Association, Northern Region," hereafter referred to in these by-laws as NPA-North. NPA-North is a regional structure of the Nevada Psychological Association, a Nevada nonprofit mutual benefit corporation, hereafter referred to in these by-laws as NPA. NPA-North is organized as specified in the NPA by-laws (Article VI). The by-laws, policies, and practices of NPA-North are in no way to conflict with the by-laws and written policies of NPA. Members of the Northern Nevada Association of Licensed Psychologists (NNALP) voted to become NPA-North, and the financial assets of NNALP will become the assets of NPA-North when these by-laws are approved.

II. **PURPOSE:** The purpose of NPA-North is to advance psychology as a science and as a profession. In coordination with its parent organization, the Nevada Psychological Association, NPA-North will serve to disseminate psychological information to psychologists, and to the community in northern Nevada through meetings, discussions, professional contacts and publications.

III. **MEMBERSHIP:** Membership is open to all individuals living or working in Northern Nevada who are interested in advancing the goals of NPA. Full members of NPA-North must be current full members of NPA. All other members of NPA-North are Affiliates. Only full members of NPA-North can vote and hold office. Application for membership requires completion of an application form from NPA-North and submission of it, along with payment of one year of annual dues, to the Secretary of NPA-North.

IV. **OFFICERS:** NPA-North officers are the President, Vice-President, Secretary and Treasurer. All must be current members of NPA-North. These officers, together with the immediate past-president of NPA-North, constitute the Executive Committee. The Executive Committee will serve as a steering committee for NPA-North and will make decisions as they are delegated to the Executive Committee by the NPA-North membership.

Section 1. Election of Officers: Officers shall be elected concurrently with the election of NPA State Officers by mail ballot circulated to all members of NPA-North. Nominees for office will be selected by a Nominating Committee composed of one member designated by each current officer of NPA-North from among the members volunteering or recommended by NPA-North members.

Section 2. Term of Office: Officers will serve one-year terms spanning the NPA year and may hold the same office for no more than two consecutive years.

Section 3. Removal of Officers: Any officer can be removed without cause upon the approval of a majority of NPA-North members. A petition bearing the signatures of approving members must be presented to the Executive Committee for verification of the majority sentiment.

Section 4. Vacancies of Officers: A successor for any vacant office will be elected within two months of receipt of a resignation letter or the removal of an officer. A nomination for successor will be proposed by the President of NPA-North at a regular meeting, and will be voted upon by the members present. The favorable vote of a simple majority of the full members present will constitute ratification of the nomination. The successor will complete the one-year term of the office to which he/she is elected.

Section 5. Duties of Officers:

President: The President will preside at meetings of the members and will represent NPA-North as a voting member of the Board of Directors of NPA. The President shall serve ex officio on all committees of NPA-North.

Vice-President: The Vice-President will assume the duties of the President in the President's absence. The Vice-President shall have additional duties as agreed upon by the Executive Committee.

Secretary: The Secretary will keep minutes of all meetings of NPA-North and will coordinate their distribution to NPA and its publications as requested. The Secretary will also keep an accurate list of current members of NPA-North, and communicate in writing with members as directed by the Executive Committee.

Treasurer: The Treasurer will be custodian of all NPA-North funds. He/she will provide an annual financial statement to the NPA-North membership and serve as chair of a budget committee appointed annually to meet the NPA requirement for a budget for NPA-North. This budget will be presented at the first regional meeting of each NPA year for approval by the majority of those attending. He/she will disburse funds as directed by the approved annual budget, except that routine expenses incurred in amounts greater than \$100.00 but not to exceed \$500.00 may be approved by the Executive Committee and announced to the membership via the regular treasurer's report.

V. PARLIAMENTARY AUTHORITY: The latest revision of Keesey's Modern Parliamentary Procedures used by APA shall be the parliamentary authority for the governance of NPA-North.

VI. MEETINGS: Regular meetings of NPA-North will be held as often as the newly elected Executive Committee deems necessary, but no less than once a year at a date, time and place established by the President and noticed at least two weeks in advance.

VII. COMMITTEES: Ad hoc committees may be appointed as deemed necessary by the President, with committee membership approved by the Executive Committee. Committees will be given specific charges by the President and will make recommendations to the membership of NPA-North consistent with those charges.

VIII. DECISIONS: Decisions regarding NPA-North activities and priorities will be made by the membership present at any adequately noticed meeting, provided that at least five current members are present. Majority vote is required for all decisions. If fewer than five members are present at a meeting, decisions may be deferred to another meeting or to a written ballot sent to all members and allowing at least two weeks from mailing to balloting deadline. Decisions made by the NPA-North must be communicated in minutes to the Board of Directors of NPA, and may not conflict with NPA by-laws or written policies.

## By-Law Revisions

<u>By-Law</u>	<u>Date Revised</u>
Article IV: Section 1: Election of Officers	01/20/2000
Section 2: Term of Office	01/20/2000
Section 6: Duties of Officers – Treasurer	01/20/2000
Article VI: Meetings	01/20/2000
Article IX: Section 2: Assessment of Dues	01/20/2000
Article I – VIII All Sections: NPA name changed	04/01/2007

By-Laws of  
The Nevada Psychological Association  
Southern Region

I. **NAME:** This organization shall be known as "The Nevada Psychological Association, Southern Region," hereafter referred to in these by-laws as NPA-South. NPA-South is a regional structure of the Nevada Psychological Association, a Nevada nonprofit mutual benefit corporation, hereafter referred to in these by-laws as NPA. NPA-South is organized as specified in the NPA by-laws (Article VI). The by-laws, policies, and practices of NPA-South are in no way to conflict with the by-laws and written policies of NPA. Members of the Southern Nevada Association of Licensed Psychologists (SNALP) voted to become NPA-South, and the financial assets of SNALP will become the assets of NPA-South when these by-laws are approved.

II. **PURPOSE:** The purpose of NPA-South is to advance psychology as a science and as a profession. In coordination with its parent organization, the Nevada Psychological Association, NPA-South will serve to disseminate psychological information to psychologists, and to the community in Southern Nevada through meetings, discussions, professional contacts and publications.

III. **MEMBERSHIP:** Membership is open to all individuals living or working in Southern Nevada who are interested in advancing the goals of NPA. Full members of NPA-South must be current full members of NPA. All other members of NPA-South are Affiliates. Only full members of NPA-South can vote and hold office. Application for membership requires completion of an application form from NPA-South and submission of it, along with payment of one year of annual dues, to the Secretary of NPA-South.

IV. **OFFICERS:** NPA-South officers are the President, Vice-President, Secretary and Treasurer. All must be current members of NPA-South. These officers, together with the immediate past-president of NPA-South, constitute the Executive Committee. The Executive Committee will serve as a steering committee for NPA-South and will make decisions as they are delegated to the Executive Committee by the NPA-South membership.

Section 1. Election of Officers: Officers shall be elected concurrently with the election of NPA State Officers by mail ballot circulated to all members of NPA-South. Nominees for office will be selected by a Nominating Committee composed of one member designated by each current officer of NPA-South from among the members volunteering or recommended by NPA-South members.

Section 2. Term of Office: Officers will serve one-year terms spanning the NPA year and may hold the same office for no more than two consecutive years.

Section 3. Resignation of Officers: Any officer may resign, effective upon receipt of written notice to the President, the Secretary, or the Executive Committee, or at some designated time within two months following receipt of such notice.

Section 4. Removal of Officers: Any officer can be removed without cause upon the approval of a majority of NPA-South members. A petition bearing the signatures of approving members must be presented to the Executive Committee for verification of the majority sentiment.

Section 5. Vacancies of Officers: A successor for any vacant office will be elected within two months of receipt of a resignation letter or the removal of an officer. A nomination for successor will be proposed by the President of NPA-South at a regular meeting, and will be voted upon by the members present. The favorable vote of a simple majority of the full members present will constitute ratification of the

nomination. The successor will complete the one-year term of the office to which he/she is elected.

Section 6. Duties of Officers:

President: The President will preside at meetings of the members and will represent NPA-South as a voting member of the Board of Directors of NPA. The President shall serve ex officio on all committees of NPA-South.

Vice-President: The Vice-President will assume the duties of the President in the President's absence. The Vice-President shall have additional duties as agreed upon by the Executive Committee.

Secretary: The Secretary will keep minutes of all meetings of NPA-South and will coordinate their distribution to NPA and its publications as requested. The Secretary will also keep an accurate list of current members of NPA-South, and communicate in writing with members as directed by the Executive Committee.

Treasurer: The Treasurer will be custodian of all NPA-South funds. He/she will provide an annual financial statement to the NPA-South membership and serve as chair of a budget committee appointed annually to meet the NPA requirement for a budget for NPA-South. He/she will disburse funds as directed by votes of the membership, except that routine expenses incurred by officers in amounts less than \$25.00 may be approved by the Executive Committee and announced to the membership.

V. PARLIAMENTARY AUTHORITY: The latest revision of Robert's Rules of Orders shall be the parliamentary authority for the governance of NPA-South.

VI. MEETINGS: Regular meetings of NPA-South will be held as often as the newly elected Executive Committee deems necessary, but no less than once a year at a date, time and place established by the President and noticed at least two weeks in advance.

VII. COMMITTEES: Ad hoc committees may be appointed as deemed necessary by the President, with committee membership approved by the Executive Committee. Committees will be given specific charges by the President and will make recommendations to the membership of NPA-South consistent with those charges.

VIII. DECISIONS: Decisions regarding NPA-South activities and priorities will be made by the membership present at any adequately noticed meeting, provided that at least five current members are present. Majority vote is required for all decisions. If fewer than five members are present at a meeting, decisions may be deferred to another meeting or to a written ballot sent to all members and allowing at least two weeks from mailing to balloting deadline. Decisions made by the NPA-South must be communicated in minutes to the Board of Directors of NPA, and may not conflict with NPA by-laws or written policies.

IX. DUES:

Section 1. Amount of Dues: A budget committee appointed annually will recommend the amount of annual dues for the upcoming calendar year by the October regular meeting of NPA-South, and the amount of dues will then be determined by a vote of the members.

Section 2. Assessment of Dues: Notice of dues will be mailed to all members by November 15

annually. Annual dues shall be paid by January 31 to retain membership privileges. A late payment fee of \$5 will be assessed to all members who remit their dues after January 31, and voting privileges will be extended or reinstated after the Treasurer has received the dues. No late payment fee will be charged to new applicants for membership.

X. DISSOLUTION: NPA-South may be dissolved by the NPA Board of Directors if its membership falls below ten members. It may also be dissolved by NPA's Board of Directors if two-thirds of the members of NPA-South petition the Board for that dissolution. In the event of dissolution of NPA-South, all assets of NPA-South will become assets of NPA.

XI. AMENDMENTS TO THE BY-LAWS: These by-laws and subsequent amendments to the by-laws must be presented to the membership of NPA-South for approval by written ballot, with a minimum of two weeks from mailing to balloting deadline. A favorable vote by two-thirds of members returning the written ballots is required for acceptance of the by-laws or amendments to them.