



26 **Active Member** - *An active member must be either:*

27 *(a) A licensed dentist practicing in the area served by this Society who meets the*  
28 *ethical standards of the Oregon Dental Association, American Dental Association and*  
29 *the Marion and Polk Dental Society, or,*

30 *(b) A dentist who is a graduate of a recognized dental school, who is licensed to*  
31 *practice dentistry in some state of the United States and who is engaged on a full-time*  
32 *basis as a teacher in a recognized school of dentistry in the State of Oregon, or is*  
33 *employed full time in the field of Public Health in the State of Oregon.*

34 Component society members shall automatically be members of the American Dental  
35 Association and the Oregon Dental Association based upon the classifications established by  
36 the bylaws of the Oregon Dental Association, and must remain in good standing in this  
37 component society and both of the Associations in order to remain members of each. Voting  
38 rights in component societies shall be limited to members qualifying as voting member in the  
39 Association.

40 *Definition of "In Good Standing: A member of this Society whose dues*  
41 *and assessments of the current year have been paid shall be in good*  
42 *standing. A member in good standing who is under a disciplinary sentence*  
43 *of suspension shall be designated as a "member in good standing*  
44 *temporarily under suspension" until his/her disciplinary sentence has*  
45 *terminated and provided further that a member engaged in practice, to*  
46 *remain in good standing, may be required to meet standards of continuing*  
47 *education.*  
48

49 **Classification:** Admission to, transfer of membership between, and qualifications, privileges,  
50 retirement and disability for members of this component society have been established by the  
51 bylaws of the Oregon Dental Association and the American Dental Association.

52

53 **Dues:** Dues to this Society will be included in dues paid the Oregon Dental Association. The  
54 Oregon Dental Association will remit to the Marion and Polk Dental Society that portion of  
55 dues collected and designated for the Marion and Polk Dental Society.

56 A. Dues for voting members will be set by the Executive Board are based on the  
57 budgetary needs of the Society.

58 B. All exceptions to this requirement have been established by the Oregon Dental  
59 Association.

60 C. If the Executive Board deems it necessary to raise the Component dues by more than  
61 10% in a given year, the approval by a simple majority of the general membership is  
62 required.

63 D. Time of Payment: Dues shall be payable in advance of January 1 of each year.

64

## 65 **CHAPTER V. MEETINGS**

66 The number of General Membership meetings to be held during an administrative year will  
67 be determined by the Executive Board. The number of General Membership meetings shall  
68 not be less than three in a calendar year.

69 A. Annual Business Meeting will be held at the May General Membership Meeting each  
70 year.

71 B. Ten percent of general members in good standing shall constitute a quorum for the  
72 transaction of business. A simple majority of those present will be necessary to  
73 approve items of business requiring a vote.

74 C. The following shall be the order of business of the Annual Business Meeting:

75 1. Anti-Trust Statement

- 76           2. Approval of minutes of the last Annual Business Meeting.
- 77           3. Reports of committees.
- 78           4. Elections.
- 79           5. Unfinished business.
- 80           6. New business.
- 81           7. Adjournment

82           Special meetings may be called at any time by the Executive Board provided ten days' notice  
83           is given to the Society members. Notices of special meetings, sent to all general members,  
84           shall be delivered by U.S. mail, email, and/or fax, and shall contain the information  
85           concerning the purpose of the meetings and specify the particular matters to be discussed. A  
86           simple majority in attendance is required to pass any action.

87

88           The Executive Board shall meet a minimum of eight times a calendar year. Additional Board  
89           meetings shall be held at the discretion of the President.

90           A. Quorum:

91           A minimum of six members of the Executive Board shall constitute a quorum for the  
92           transaction of business, and a simple majority of those present will be necessary to  
93           approve items of business requiring a vote.

94           B. The following shall be the order of business of the General Business Meeting:

- 95           1. Anti-Trust Statement.
- 96           2. Reading and approval of minutes from the previous meeting.
- 97           3. Executive Director's Report.
- 98           4. Unfinished Business.

99                   5. New Business.

100                   6. Announcements.

101                   7. Adjournment.

102

103           Any action of the Executive Board may be approved or rejected by a simple majority of the  
104           general membership at the Annual Business Meeting.

105

106   **CHAPTER VI. OFFICERS**

107   The officers of this Society shall consist of a President, President-elect, Vice President and  
108   Treasurer, each of whom shall be a member in good standing.

109

110   The management of the Society during the interim between Annual Meetings shall be vested in  
111   the Executive Board consisting of the President, President-elect, Vice President, Immediate Past-  
112   President, Treasurer, and two Members-at-Large elected by the membership. Two elected  
113   representatives will include one representative from Marion County and one from Polk County.,  
114   recommended.

115

116

117   The President, President-elect and Vice President shall serve for a term of one year or until their  
118   successor are elected and installed. The Treasurer shall serve for a term of two years or until the  
119   successor is elected and installed.

120

121 At the February General Membership Meeting, nominations for Board positions shall be  
122 solicited from members of the Society. The election of officers shall be held during April and  
123 shall be conducted by fax, email, phone, or U.S. mail.

124

125 The officers shall be installed at the conclusion of the May Annual Meeting following their  
126 election and shall assume their duties at that time.

127

128 Any member of the Executive Board, who is absent from three Executive Board Meetings or  
129 three General Membership Meetings within one year without an excuse deemed sufficient to  
130 a majority of the remaining members of the Executive Board, shall forfeit membership on the  
131 Board.

132

133 A vacancy in the Executive Board shall be filled by vote of the Society general membership  
134 at the next General Membership meeting following the occurrence. The officer(s) elected in  
135 such cases shall be installed immediately.

136

## 137 **CHAPTER VII. DUTIES OF OFFICERS**

### 138 **President**

139 The President shall preside at all meetings of the Society and Executive Board and act as an  
140 ex-officio member of all committees; and sign all certificates, citations, letters and  
141 testimonials. He/she shall appoint all special committees, and shall perform such duties as  
142 regularly pertain to his/her office. He/she shall serve as the official voice of the Society in  
143 any public matter.

144

145 **President-elect**

146 The President-elect shall attend a minimum of six Executive Board meetings so as to become  
147 familiar with the problems and procedures of the society. In the absence of the President, the  
148 President-elect shall preside, and assume all duties and responsibilities of the President.  
149 He/she shall be in charge of the Continuing Education Programs for the General Membership  
150 Meetings. He/she shall be installed as President at the next May Annual Meeting and assume  
151 his/her duties immediately upon installation.

152

153 **Vice President**

154 The Vice President shall attend as many Board and General Membership meetings as  
155 possible. He/she is to become familiar with the educational needs of the Society to prepare  
156 for the following year. He/she is to assist the President-elect in securing speakers/programs  
157 for the General Membership meetings. He/she will provide for care, storage, and  
158 maintenance of any audio-visual equipment the Society may own and be responsible for the  
159 set-up and take-down of said equipment at General Membership meetings. He/she will be  
160 installed as President-elect at the next May annual meeting.

161

162 **Treasurer**

163 The Treasurer is responsible for verifying receipts and documents presented to the Society  
164 for payment, and for signing all checks drawn on the Society's account. He/she also shall  
165 serve as a member of the Budget Committee.

166

167

168 **CHAPTER VIII. DUTIES OF THE EXECUTIVE BOARD**

169 The Executive Board of the Society is the agent of the Society authorized to act for the  
170 Society between Annual Business Meetings.

171

172 **CHAPTER IX. COMMITTEES**

173 Committees shall be appointed by the President as needed to address a specific purpose,  
174 action, or situation. Committees shall consist of a minimum of two members, with one being  
175 an Executive Board member. These ad hoc committees will be dissolved upon completion of  
176 stated need.

177

178 **CHAPTER X DELEGATES TO THE OREGON DENTAL ASSOCIATION**

179

180 Delegates and alternate delegates to the Oregon Dental Association House of Delegates will  
181 be selected by the Executive Board, and their names filed with the Executive Director of the  
182 Association at least thirty days prior to the first day of the annual session, including  
183 alternates. The delegates will serve for three years.

184

185 **CHAPTER XI. CODE OF ETHICS**

186 The *Principles of Ethics* and *Code of Professional Conduct* of the Oregon Dental Association  
187 and the American Dental Association shall govern the professional conduct of the members  
188 of this Society.

189



190 A member who is guilty of a criminal offense or of gross misconduct, either as a dentist or as  
191 a citizen, or who violates any of the provisions of these constitutional bylaws shall be liable  
192 to censure, suspension, or expulsion. Charges against a member must be made in writing and  
193 be delivered to the Executive Director, who shall immediately furnish one copy to the  
194 accused, one copy to the President and one copy to the Chairman of the Peer Review  
195 Committee. The Peer Review Committee shall investigate the charges on their merits, and  
196 make a report of their findings to the Executive Board, but no action shall be taken by the  
197 Peer Review Committee within ten days of the presentation of the charges to the accused, or  
198 before giving the accused and accusers ample opportunity to be heard. The committee on  
199 peer review shall report (1) that the charges are not sustained (2) that the charges are  
200 sustained and that the accused (a) censured, (b) suspended for a definite time, or (c) expelled.  
201 Censure or suspension shall require a two-thirds vote of the Executive Board, and a three-  
202 fourths vote shall be required to expel a member. No action shall be taken by the Executive  
203 Board in such a case until at least six weeks have elapsed since the filing of charges. A  
204 member suspended for a definite time shall be reinstated at the expiration of the time. Any  
205 member who shall feel aggrieved at the disciplinary action of the Executive Board shall have  
206 the right to appeal first to the Executive Board of the Oregon Dental Association, and second  
207 to the American Dental Association.

208

## 209 **CHAPTER XII. DISTRIBUTION TO MEMBERS**

210 A copy of these *Constitution & Bylaws* shall be available on request from the MP office.

211 When any amendment materially changing these Constitutional Bylaws is adopted, a

212 publication of the amended instrument shall be available to each member not later than the  
213 first day of September following such amendments.

214

### 215 **CHAPTER XIII. AMENDMENTS**

216 These Constitutional Bylaws may be amended at any General Membership Meeting by a  
217 two-thirds vote, providing that such amendment has been read in open session at the  
218 preceding regular meeting and a copy of the same has been made available to each member  
219 by the Executive Director ten days in advance of the meeting at which final action is to be  
220 taken.

221

### 222 **CHAPTER XIV. Administrative Secretary**

223 A. The Administrative Secretary shall be hired by the Executive Board when the need for  
224 such a position is determined by the Executive Board.

225 B. The Administrative Secretary shall work under the direction of the Executive Board.

226 C. It shall be the duty of the Administrative Secretary to:

227 1. Administer all daily business of the Office.

228 2. Assist the Executive Board in its activities.

229 3. Coordinate and assist all committees in their work.

230 4. Assist in the recruitment and retention of members to the Society.

231 5. Assist in coordination and publicizing of the General Membership meetings.

232 6. Assist the Budget Committee in the preparation of the Annual Budget.

233 7. Present a report of activities to the Executive Board at each meeting.

234 8. Serve as ex-officio member of the Executive Board without the right to vote.

- 235           9. Act as or assist the Editor in publishing of the *MP Newsletter*.
- 236           10. Report any suspected indiscretion immediately to the Executive Board.
- 237           a. Expenditures in excess of budget.
- 238           b. Expenditures from the Society Reserve Funds.

239

240   **CHAPTER XV.**

241       These Constitutional Bylaws shall supersede all Constitutions and Bylaws previously in  
242       force. Should any provision of these Constitutional Bylaws be ruled invalid, such ruling shall  
243       not affect the remainder of the document, and all of its provisions shall remain in full force  
244       and effect.

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