AMERICAN ASSOCIATION ON INTELLECTURAL AND DEVELOPMENTAL DISABILITIES
MISSOURI CHAPTER
BYLAWS

Pursuant to authority granted by Bylaw VII of the Constitution and Bylaws of the American Association on Mental Retardation* as revised, and approved by a vote of the membership present at a regular business section of the 92nd Annual convention of AAMR*, the Missouri State Chapter is hereby established.

Bylaw I: IDENTIFICATION

The name of the Chapter shall be: "The Missouri Chapter of the AAIDD, Inc." herein referred to as "Chapter".

Bylaw II: PURPOSES

The purposes of this Chapter are to implement the National Purposes in Missouri, namely:

A. To enhance cooperation among those engaged in service, training, and research in the area of intellectual and developmental disabilities;

B. To support the highest standards of service, training, and research in the fields of intellectual and developmental disabilities;

C. To encourage research and to disseminate new knowledge in the field of intellectual and developmental disabilities;

D. To encourage continuous development of staff and increase student interest in the field of developmental disabilities;

E. To promote the welfare of people with intellectual and developmental disabilities, the individuals who work with them and the concern for them and the concern for the field in general;

F. To review public policy which concerns people with intellectual and developmental disabilities and those who work on their behalf;

G. And to ascertain and promote preventive measures to reduce the incidence of intellectual and developmental disabilities.

These purposes shall be accomplished by conducting meetings, trainings, and conferences for those interested in the field of intellectual and developmental disabilities; fostering research; cooperating with other organizations; and engaging in such other activities as are authorized by the Executive Board.

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1. The American Association on Intellectual and Developmental Disabilities (AAIDD) was formerly known as The American Association on Mental Retardation (AAMR) and before that as the American Association on Mental Deficiency (AAMD).

Bylaw III: MEMBERSHIP

Membership in the Missouri Chapter shall require membership in the American Association on Intellectual and Developmental Disabilities. The member must reside, be employed, or attend school within the State of Missouri, or a state within Region V which does not have an active Chapter. Each member shall hold the same class of membership in the Chapter as held in the AAIDD.

Bylaw IV: ADMINISTRATION

Article 1. The Executive Board (herein referred to as the "Board") shall be the official policy making body of the Chapter and, as such, shall administer the affairs and transactions of the Chapter, shall administer all funds of the Chapter, and shall perform its duties as prescribed in these Bylaws.

Article 2. The Board shall be composed of the Current President, the President-Elect, The most recent Past President (still active), Treasurer, Secretary, and up to fifteen (15) additional At-Large Board Members, elected by the membership of the Chapter.

Article 3. All members of the Board must be current members of AAIDD throughout their term.

Article 4. At-Large Members shall be elected for a two year term, with 8 in even years and 7 in odd years.

Article 5. All members of the Board shall take office on April 1, following their election at the Annual Membership Meeting of the Chapter.

Article 6. Any Board member, who does not attend at least fifty-percent (50%) of the Board meetings within each fiscal year, shall be removed from the Board.

Article 7. Meetings of the Board may be conducted in person or by electronic means or a combination.

Bylaw V: OFFICERS

Article 1. The officers of the Chapter shall be the President, President-Elect, Secretary, Treasurer and most Immediate Past President (still active).

Article 2. The terms of office for the President, President-Elect, and Immediate Past President shall be for one (1) year.

Article 3. The terms of office for the Secretary and Treasurer shall be for two (2) years, with the Secretary elected in odd years and the Treasurer elected in even years.

Article 4. The Secretary and Treasure may be re-elected to successive terms.[

Article 5. Upon completion of the one year term of President, that person will become Immediate Past President and the President-Elect shall become the new President.

Article 6. Should a vacancy occur in the office of President, the President-Elect shall assume the office

of President and serve out the remaining term and then shall complete their term as elected.

Article 7. Should a vacancy occur in the office of President-Elect, the Board may solicit nominations and hold an election by electronic means or at the next Annual Membership Meeting. The winner shall be the person receiving the most votes by the established time line.

Article 8. Should a vacancy occur in the office of Secretary or Treasurer, the Board shall appoint a person to fill the vacancy until the next Annual meeting at which time an election shall be held for the unexpired term.

Article 9. A person may be appointed by the President, to fill an unexpired term, even if they are the person who held the position prior to the most recent election.

Bylaw VI: DUTIES OF THE OFFICERS

Article 1. The duties of the President shall be:

Section 1. The President shall:

Preside at any meeting of the Chapter and the Executive Board,
Represent the Chapter on matters of business or public relations,
Appoint replacement members to the Board with consent of Board,
Appoint such committees and their chairs, as may be necessary for the good of the Chapter,
Be an ex-officio member of all committees,
Be the official contact person for National and Regional correspondence,
Insure that all necessary reports and submissions are made as required by law or by the National or Regional organization,
Sign checks on the Chapter account in the absence of the Treasurer,
Call special meetings when necessary,
And shall further perform such duties as may hereafter be adopted by any rules, regulations, or resolutions of the Chapter, the Region or the National Organization.

Section 2. The President-Elect shall:

Assume the duties of the President should they be unable to complete their term,
Assume the office of President at the end of the term of the President,
Be the Chairperson for planning the Annual Membership Meeting,
Report to the annual meeting the review of the Treasurers books,
And perform other duties as may be assigned by the President**.**

Section 3. The Secretary shall:

Keep minutes of all meeting of the Chapter and the Executive Board,
Provide copies of the Board minutes to all Board members,
Provide minutes of the Annual Membership Meeting at the following meeting,
Keep the records of the Chapter,
Handle correspondence of the Chapter,
Perform duties usually pertaining to that office,
And other duties as may be assigned.

Section 4. The Treasurer shall:

Maintain the financial records of the Chapter,
Receive, endorse, and deposit all funds of the Chapter to the Chapter's bank account,
Write checks for payment as authorized by the Board,
Prepare a financial statement for each meeting and present to the Board,
Prepare an annual financial statement for the Annual Membership Meeting,
Prepare a budget for each year to be presented to the Executive Board at the meeting prior to the Annual Membership Meeting,
Prepare the books for a review by the President, President-Elect, and the Most Immediate Past President (still active) prior to the Annual Membership Meeting,
Be the Registered Agent and prepare such documents as may be required by the State of Missouri and/or the Internal Revenue Service,
And perform other duties as may be assigned.

Section 5. The Immediate Past President shall:

Provide a smooth transition to the new officers,
Be a resource person to the President and the Board,
Shall coordinate Nominations and Awards,
Perform other duties as may be requested by the Board

BYLAW VII: SUCCESSION TO OFFICE

Should the President not be able to complete their term of office, the following succession to office shall prevail:

Section 1. President-Elect,

Section 2. Most Immediate Past President (still active),

Section 3. Secretary,

Section 4. Treasurer

Bylaw VII: EXECUTIVE COMMITTEE

Article 1. The Executive Committee shall be composed of the President, President-Elect, Secretary, Treasurer, and the most Immediate Past President still active.

Article 2. The Executive Committee shall meet as necessary to conduct business of the Chapter between scheduled Board meetings. Meetings and votes may be conducted by electronic means.

Article 3. The Secretary shall keep minutes and distribute them to the Board members at the next Board meeting at which time they shall be confirmed by the Board.

Bylaw VIII: NOMINATIONS AND ELECTIONS

Article 1. The Past President shall solicit candidates for Officers and Board Members,

Article 2. All names shall be considered after verifying they are a current member of AAIDD and they are willing to serve in the position.

Article 3. Names should be solicited from all regions of the State as well as from public, private, and academic areas.

Article 4. The slate of candidates shall be presented to the Board at the meeting prior to the Annual Membership Meeting.

Article 5. The election shall be held at the Annual Membership Meeting. Should such a meeting not be held for some reason, a vote may be taken by regular or electronic mailing to all current members with the vote being returned to the Past President.

Article 6. A person shall be elected if they receive a plurality of votes cast by members present at the Annual Membership Meeting, or a plurality of those returning mail or e-mail ballots.

Article 7. The results of the election shall be announced at the Annual Membership Meeting or by a mailing to all members of the Chapter.

Bylaw IX: COMMITTEES

The President may establish Ad-Hoc Committees and appoint members with the consent of the Board.

Section 1. Such Committees shall dissolve upon completion of their assignment or no later than April 1.

Section 2. Minutes shall be kept and reported at the next meeting of the Board

Bylaw X: FISCAL PROCEDURES

Article 1. The fiscal year of the Chapter shall be from April 1 to March 31.

Article 2. The financial operations of the Chapter shall be such as to stay within the budgetary limitations as adopted by the Board.

Article 3. The Treasurer shall honor and pay only those bona fide expenditures within the budgetary allotments which have been approved by the Board.

Article 4. The Treasurer shall invest any excess monies in a protected interest bearing securities for a period not to exceed their term in office without the approval of the Board

Bylaw XII: MEETINGS

Article 1. The Annual Membership Meeting shall be held during the month of March.

Article 2. The Chapter may hold other meeting as determined by the Board.

Article 3. The Board shall hold a meeting prior to the Annual Membership Meeting to review the slate and any items coming before the Membership.

Article 4. Attendance at a Board Meeting may be in person or by electronic means.

Article 5. The Board shall meet at least two other times during the year.

Bylaw XIII: QUORUM

Article 1. A quorum for the conduction of business at a Board meeting shall be one-third (1/3) of the filled seats on the Board.

Article 2. A quorum for the Annual Membership Meeting shall consist of those members present of a duly called meeting.

Bylaw XIV: PARLIAMENTARY AUTHORITY

For items not covered in these bylaws, Roberts Rules of Order (Revised) shall serve as the parliamentary authority for conducting business of the Chapter.

Bylaw XV: DISSOLUTION

If for any reason this Chapter shall be dissolved, all assets shall be used to pay debts and any remaining shall be sent to the National AAIDD.

Bylaw XVI: AMENDMENTS

Article 1 These bylaws may be amended by the Board or by petition of 10 or more members.

Article 2. Amendments must be presented to the Board in writing, no later than thirty (30) days prior to the Annual meeting.

Article 3. Amendments must have a two-thirds (2/3) majority vote of those present at the Annual Meeting to pass.

Passed, approved and adopted March 10, 2010

Sent to National, March 2010

Re-sent to National for approval November 17, 2011

Approval by National on December 4, 2011