

STANDING RULES

ARTICLE I

NAME

The name of this organization shall be AMERICAN MASSAGE THERAPY ASSOCIATION - INDIANA CHAPTER.

ARTICLE II

AMERICAN MASSAGE THERAPY ASSOCIATION - INDIANA CHAPTER shall be referred to hereafter in all articles amended and adopted as the "CHAPTER".

ARTICLE III

CONSTITUTIONALITY

The Indiana Chapter of the American Massage Therapy Association shall be governed by the American Massage Therapy Association Bylaws Article XVI with the following additions.

ARTICLES IV

OFFICES

SECTION 1 ELECTION

A. ELECTED OFFICES

1. This Chapter shall have the following Officers: President, 1st Vice President, 2nd Vice-President, 3rd Vice-President, Secretary, Treasurer, and Immediate Past President.
2. This chapter will also elect Chapter Delegates and the sufficient number of alternates to the House of Delegates.
 - a. The number of alternates will be the same number as the delegates and will be selected by the number of votes received.
 - b. The Chapter will elect Chapter Delegates with a sufficient number of Alternates. The number of Alternates will be the same number as Delegates. At least one member of the Board of Directors selected by Board consensus will always run for an elected delegate position. In the event that a board member is elected as a delegate, that board member has the option of declining his/her position to become an alternate.
3. A delegate will represent the members by whom they were elected and carry out his or her responsibilities on matters before the House of Delegates.

SECTION 2 QUALIFICATIONS

A. A Candidate for Chapter Officer shall:

1. Submit a resume to the Nominating Committee prior to elections.
2. Satisfy one of the following:
 1. Hold a Professional Membership classification in good standing;

2. For the office of Chapter President the candidate shall hold Professional Membership classification for three (3) years, immediately prior to the candidacy and shall have served as an elected Chapter Officer for one (1) full year during one of the three (3) years immediately preceding candidacy, or be a Past President of this Chapter with one year lapsed term of Office;
 3. President succeeds to office of Immediate Past President via completion of term as President.
- B. A Candidate for Delegate shall:
1. Submit a resume to the Nominating Committee prior to elections.
 2. Be required to be active on a chapter committee.

SECTION 3 AUTHORITY

A. The Chapter Board of Directors and the Delegates authority is conferred by the membership through election.

SECTION 4 ACCOUNTABILITY

1. The Chapter Board of Directors shall operate within the National Bylaws, Chapter Standing Rules, policies, programs, mission, goals, strategic plan, and Chapter objectives.
2. Treat proprietary and other confidential information in a responsible manner.
3. Act as the representative for their assigned committees.
4. Delegate accountability is to the members by virtue of election.

ARTICLE V COMMITTEES

SECTION 1 ELIGIBILITY

1. Committee members must be a member in good standing.
2. The individual appointed as a Committee Chair must submit a resume at or before the Annual meeting to be considered for chair position.

SECTION 2 AUTHORITY

1. The committee chair functions as prescribed by the Board of Directors and has no general authority to act on behalf of AMTA or the Chapter.

SECTION 3 ACCOUNTABILITY

1. The committee chair is accountable to the Board of Directors by virtue of appointment and reports to the President or Designated board member.
2. Operate within the National Bylaws, Chapter Standing Rules, policies, programs, mission, goals, strategic plan, and Chapter objectives.
3. Treat proprietary and other confidential information in a responsible manner.
4. Act as the representative for the committee.

ARTICLE VI MAKE UP OF BOARD AND DUTIES OF OFFICERS

SECTION 1 MAKE UP OF CHAPTER BOARD

1. The Chapter Board (Board of Directors) will be made of the following officers: President, 1st Vice-President, 2nd Vice-President, 3rd Vice-President, Secretary, Treasurer, and Immediate Past President.

SECTION 2 DUTIES OF THE BOARD OF DIRECTORS

1. Shall obtain sanction and ratification from the assembly of membership at a regularly scheduled or a specially called Chapter meeting on controversial policies or on expenditures major to the Chapter's ordinary conduction of business. There will be no less than thirty- (30) day's notice given of such a meeting.
2. Shall report and bring recommendations to the assembly for action.

3. When possible go to National Conference, Convention, Regional and National Board of Director meetings.
4. The Vice-Presidents will act in the capacity of the President, in numerical order when the President is unable to be present. The Vice-Presidents are also delegated responsibilities by the Chapter President at his/her discretion.

ARTICLE VII
MEETING/EDUCATION

SECTION 1 ANNUAL MEETING

A. At the annual meeting a discussion with the membership of business that is to be placed before the next meeting of the House of Delegates:

1. Ratifications
2. Recommendations
3. Proposed position statement

SECTION 2 SCHEDULING OF MEETINGS

1. The regular meeting time of the Chapter shall be on the months and dates prescribed by the Board of Directors and will not to be in conflict with a National Conference or Convention.
2. Members shall not hold a meeting or function on dates that conflict with scheduled Chapter meetings and functions.
3. The meeting times of the Board of Directors prior to the regular meetings of the chapter shall be as decided by said Board and their actions reported at the Chapter meeting. The Chapter shall have at least 14 days notice of a Board meeting unless it is an emergency. If an emergency meeting is held, the Chapter members shall be notified of why the meeting was called and the results.

ARTICLE VIII
NEWSLETTER

SECTION 1 OFFICIAL CHAPTER PUBLICATIONS

A. There will be at least one (1) newsletter per year and that publication will coincide with the annual chapter meeting.

ARTICLE IX
AMENDMENTS

SECTION 1 AMENDING STANDING RULES

1. Amendments proposed shall be presented in printed form to each member present on the day of the Chapter meeting.
2. Amendments will be presented to the Chapter by a previously selected Standing Rules Committee and the standing rules may then be amended or rejected by the chapter by a two-thirds vote of the Professional Members present.