

NMVMA Bylaws
(Approved November 2015)

Article I
NMVMA Member Meetings

Section 1.

The Executive Board will maintain information for its membership which will include current events, issues, a financial report and reports from the different regional directors.

Section 2.

- a. A special meeting of the NMVMA, including the Executive Board, may be called by the President with the approval of a majority of the Executive Board, or may be called on written petition from fifty (50) members, to be convened within sixty (60) days of approval, or acknowledgement of petition.
- b. Notification of a special meeting shall be given to all members by mail or electronic means, not less than fourteen (14) days prior to the meeting date.
- c. Items for the special meeting shall be limited to the published agenda.
- d. All meetings of the NMVMA shall be presided over by the President, or in case of absence, the President-Elect or any member of the Executive Board selected by the membership present.

Article II

OFFICERS

Section 1. Composition

The officers of the New Mexico Veterinary Medical Association shall consist of a President, President-Elect, Treasurer and Immediate Past-President. This group shall be known as the Executive Committee.

Section 2. Qualifications

- a. The President, President-Elect, and Treasurer must have been active members of the NMVMA for at least 3 years immediately prior to standing for election.
- b. The Immediate Past-President shall not be eligible for election to the office of President-Elect for 2 years after leaving that office.

Section 3. President

- a. The President shall exercise the powers and perform the duties assigned by the Executive Board; and as such, subject to the Articles of Incorporation and these Bylaws, shall supervise the management of its affairs.
- b. The President shall be the chief elected executive officer of the NMVMA and will perform the following duties:
 1. Chair the Executive Board and the Executive Committee
 2. Preside at any special meetings of the NMVMA.
 3. Represent the NMVMA at professional meetings and functions.
 4. Present an annual budget for approval by the Executive Board.
- c. The President will serve a 2 year term. Extenuating circumstances with regard to term will be specified in NMVMA Policies and Procedures.

Section 4. President-Elect

- a. The President-Elect shall perform such duties as assigned by the President and/or the Executive Board, within the terms of the Articles of Incorporation and By-Laws.
- b. In the absence of the President, the President-Elect will assume the duties required for that office.
- c. The President-Elect shall succeed automatically to the office of the President at the appointed time.

Section 5. Treasurer

- a. Under the direction of the Executive Board, the Treasurer shall collect and disburse all funds of the NMVMA.
- b. The Treasurer will keep regular accounts and books belonging to the NMVMA as well as file the IRS and State Corporation forms.
- c. The books and financial records of the NMVMA will be open to inspection by any member.
- d. The Treasurer will oversee any investments made by the NMVMA subject to the approval of the Executive Committee.
- e. The Treasurer will serve a term of two (2) years and will not be subject to term limits.

Section 6. Immediate Past-President

- a. The immediate Past-President shall serve a term equal in length to the term of the current president.
- b. Duties to be performed will be assigned by the President and/or the Executive Board.

**Article III
NMVMA Executive Board****Section 1.**

- a. The Executive Board shall be composed of the President, President-Elect, Treasurer, the immediate Past-President and five (5) district Directors, representing a Northwest District, a Northeast District, a Central District, a Southwest District, a Southeast District, and two (2) at-large Directors selected from within the current statewide membership. District boundaries and maps of the five (5) districts may be set or modified at any regular meeting of the Executive Board. If a District Director cannot be found, one will be nominated by the Executive Board and voted upon by the membership. Officers of the NMVMA, District Directors and at-large Directors shall be elected and shall be installed in accordance with Policy and Procedures. District Directors and at-large Directors shall be elected for three (3) year staggered terms.
- b. Additional Director positions may be defined by the Executive Board. Such Directors may represent geographical districts, constituent associations, specialties within the profession, or other groups to be determined by the Executive Board.
- c. Any Director may be removed from office for just cause by a three-fourths vote of the Executive Board. Voting shall be by secret ballot.

Section 2. The Executive Board shall meet as specified in the NMVMA Policies and Procedures. In all cases, a majority of the Executive Board shall constitute a quorum.

Section 3. In addition to such powers as are specifically conferred upon it by the Articles of Incorporation, or by any other Bylaws, the Executive Board shall have responsibility for general management of the NMVMA, and may make such regulations, policies, and procedures as it deems advisable, not inconsistent with the Articles of Incorporation and Bylaws. The Executive Board shall keep a record of its proceedings, and these reports of its activities shall be made available to NMVMA members upon request.

Section 4. The Executive Board shall have the authority to hire an Executive Director whose duties and salary shall be determined by the Executive Board.

Article IV AVMA Delegates

Section 1. One delegate and one alternate shall be nominated by the Executive Board and approved by the general membership in accordance with NMVMA Policies and Procedures. Delegates may be removed by a 2/3 vote of the Executive Board. The NMVMA Delegate and Alternate Delegate to the AVMA shall be elected for a three year term. The Alternate Delegate shall serve a three year term and then succeed automatically to the Delegate office. Any New Mexico resident, who has been an active member for five consecutive years prior to the election, and who is a member of the AVMA, is eligible for election as Delegate or Alternate Delegate.

Section 2.

- a. Should a vacancy occur in the unexpired term of the Delegate, the Alternate Delegate shall fill that term.
- b. Should a vacancy occur in the unexpired term of an Alternate Delegate, the Executive Committee, with the approval of the Executive Board, shall appoint an interim replacement to complete the term of service

Article V Membership

Section 1. Members present at the meeting when the Articles of Incorporation of the NMVMA were adopted are Charter Members of the NMVMA.

Section 2.

Membership in the NMVMA shall consist of veterinarians who:

- a. Have graduated from a college of veterinary medicine
- b. Have duly applied and been accepted to membership
- c. Agree to comply with NMVMA Bylaws, Policies and the AVMA Principles of Veterinary Medical Ethics.

Other special circumstances shall be decided by the Executive Board.

Section 3. The Executive Board shall have the power to set membership categories and assess dues. Categories of membership are specified in the NMVMA Policies and Procedures.

Article VI Dues

Section 1. Charter members of the NMVMA, as well as those members hereinafter, shall pay annual dues as specified in the NMVMA Policies and Procedures.

Section 2. The Executive Board shall have the authority to set and change membership categories and dues amounts and these shall be specified in the NMVMA Policies and Procedures.

Article VII Committees

Section 1. Committees can be appointed and authorized by the Executive Board as needed, with term of service to be determined. Committees may be appointed or dissolved by the President and Executive Committee as deemed necessary for conducting specific NMVMA projects and activities. Task Forces shall be appointed by the President and activated to deal with specific issues for a specified length of time. The Task Forces shall be accountable to the Executive Board.

A. Ways and Means Committee.

(1) The committee on Ways and Means is a standing committee and shall consist of the President, President-Elect (chair-person), and the Treasurer. This committee shall affix the budget for the oncoming year, study the financial affairs of the NMVMA, and propose means of increasing income and reducing expenses as necessary for the benefit of the NMVMA.

(2) The budget for each coming year shall be prepared by the committee prior to the last board meeting of the year. The budget will be submitted to the Executive Board for their approval. The Executive Board may make changes in the budget.

(3) The budget shall not be exceeded except by authority of the Executive Board. All unused authorizations shall revert back to the general fund.

(4) Funds allotted for one budget item shall not be transferred to another budget item without approval of the Executive Board.

Article VIII Discipline of Members

Section 1. Revocation of license to practice by the Board of Veterinary Medicine shall ipso facto be followed by expulsion from the NMVMA.

Article IX Amendments

Section 1. These Bylaws may be amended by a majority of the members in good standing who vote in accordance with the process provided for in the following section. An amendment adopted by the NMVMA may not be amended or repealed by the Executive Board.

Section 2. A copy of any proposed amendment to be voted upon by members of the NMVMA shall be delivered by the Executive Director to each member in good standing. Members shall return ballots indicating their approval or disapproval of the proposed amendment to the NMVMA office by the deadline specified.