

**GEORGIA STATE ASSOCIATION OF ORTHOPAEDIC TECHNOLOGISTS  
BYLAWS**

**Article I – Name**

This Association shall be known as the *Georgia State Association of Orthopaedic Technologists*, hereinafter referred to as GSAOT.

**Article II – Purpose**

**Section 1 –**

- To promote and maintain the highest possible standards for professional, and personal conduct, for the purpose of providing the ultimate level of quality care.

**Section 2 -**

- To provide for the study and exchange of the latest information, ideas, and experience within the field of orthopaedic healthcare through workshops, lectures, and discussion.

**Section 3 -**

- To promote and facilitate lawful cooperation between orthopaedic technologists and other healthcare professions, medical facilities, hospitals, teaching institutions, professional associations, related companies and governmental agencies as they relate to the orthopaedic healthcare profession.

**Section 4 -**

- To further the recognition of this Association by promoting constructive and meaningful communication between ourselves and other healthcare professionals.

**Article III – Membership**

**Section 1 –**

- Membership in this Association shall be open to all persons who are directly, or indirectly, employed in the field of orthopaedic technology or other healthcare profession. Membership may also be granted to any medical facility, hospital, teaching institution, professional association, related companies and governmental agencies as they relate to the orthopaedic healthcare profession.

- Each membership application will be reviewed on an individual basis with any resulting approval being non-transferable.

Membership cannot be paid at the door of an event, it must be paid online and the membership application process to be followed. Revision 11/7/2020

**Section 2 –**

- All applications for membership must be submitted on an application approved by this association. This application must be completed in its entirety and must further be submitted with the appropriate annual membership dues in effect at the time of submission. Annual membership fees are not refundable, unless an individual application is denied by this Association.

**Section 3 –**

- Classes of membership, if applicable, and their requisite membership requirements, shall be defined by the officers as deemed appropriate.

A student membership is to be for no longer than one year and the cost is \$25. The cost of each workshop shall be \$25 unless otherwise agreed upon by the officers. Revision 11/7/2020  
In the event that a student chooses not to join the association but wants to attend a workshop, the cost of that workshop will be \$40.

Associate membership, is one that is a person from another state who wishes to join our state association to take advantage of the membership discounts. The associate member had no voting rights or opportunity to run for an office of the state association.

#### **Section 4 –**

- Membership shall not be granted to any person who has been convicted of a crime involving moral turpitude unless such conviction has been officially pardoned. Or the records of same have been expunged, or a certificate of rehabilitation, or like equivalent, has been issued by an appropriate governmental agency.

- In addition, membership shall not be granted to any applicant who has had their professional license, permit or right to practice their respective healthcare duties and responsibilities revoked or suspended by the respective issuing authority unless said revocation or suspension has been rescinded and the license, permit or right to practice has been reinstated.

#### **Section 5 -**

- No person shall be denied membership because of race, color, religion, sex, ethnic group or sexual orientation.

#### **Section 6 -**

- Membership may be suspended or terminated by the Officers, for any violation of these Bylaws and/or professional and ethical code of conduct as outlined in a member's professional or licensing organization or governmental authority.

#### **Section 7 -**

- Termination or suspension of membership in this Association for non-payment of dues, or for any violation of these Bylaws, shall be effective on such date as determined by the Officers or Advisory Board.

#### **Article IV – Dues**

##### **Section 1 –**

- The annual dues of this Association shall be determined annually and set by a majority vote of the Officers and shall remain in effect until changed.

Membership dues must be paid online. No dues shall be paid at the door of any workshop.

Revision 11/7/2020

##### **Section 2 –**

- The fiscal year covered by the payment of annual dues shall be January 1<sup>st</sup> through and including December 31<sup>st</sup>, or otherwise as may be determined advantageous by the Officers or Advisory Board.

##### **Section 3 –**

- The officers of the association will pay annual membership dues on time and in accordance to our bylaws. (Revision 8/1/2021)

##### **Section 4 –**

- The officers will not pay for workshops or meeting with the GSAOT. As an officer the cost of workshops/meeting will be waved. (Revision 8/1/2021)

#### **Article V – Election of Officers and Appointment of Advisory Board Members**

##### **Section 1 –**

- The officers of this association shall consist of a President, Vice President, Secretary,

Treasurer and up to of four (4) Advisory Board members. All officers must be members in good standing. The officers shall be elected by private-ballot open to all paid-up association members in good standing. Said private-ballot election will be conducted during the regularly scheduled fall conference to be held during the month of September.

**Section 2 –**

- The Advisory Board members will consist of at least 2 outgoing officers.

**Section 3 –**

- Elected officers shall serve a two-year term in their respective position with said term to commence January 1<sup>st</sup>, following the election. The outgoing officers shall stay on as an advisory board member for one year after their last term has finished. If a second year is deemed necessary, that second year will be by officer's choice.

**Section 4 –**

Nominations for people wishing to run for an office will be taken from the floor at the beginning of the meeting. Any member can run for office only if that member is in good standing with the state association. The nominee must be present to accept the nomination. A person may also nominate them self as well. Revision 11/7/2020

**Section 5 –**

- Officers shall be elected by majority vote of members present at the fall conference, which will be the last meeting of the fiscal year. In order to vote, all eligible members must be in good standing and (Revision 11/7/2020) present with no proxy votes to be allowed.

**Section 5 –**

- A vacancy in any office shall be filled by someone appointed by the majority of the officers. A private ballot vote will be cast by each board member to select the replacement for the vacancy, the elected person will fulfill the remaining time in office for that position.

**Section 6 –**

- The Advisory Board shall consist of the at least 2 of the association's immediate past officer's president, vice president, secretary and treasurer and current officers, as well as at least two (2) individual representatives from vendor companies. Each of these vendors must be directly involved in the promotion this associations services (meeting, workshops) that are directly related to the field of Orthopaedics.

**Section 7 –**

An officer must submit in writing that he/she is not running for another term of the office they are currently holding one month (30 days) prior to elections. Revision 11/7/2020

**Article VI – Duties of Officers**

**Section 1 –**

- The administration and management of this Association shall be controlled by the officers. They shall have the authority to do any and all things necessary for the administration of GSAOT. Decisions shall be reached by majority vote of the officers present at any given meeting. No proxy votes shall be allowed.

**Section 2 -**

- The President shall preside at all meetings, shall make appointments that are deemed necessary to run this Association and shall submit at the final meeting of the fiscal year an annual report describing the programs and advisory Board actions for the past year.

**Section 3 -**

• The Vice President shall perform the duties of the President whenever the President is unable to do so. The Vice President will be the contact person for all committees and will communicate all information to the President of the Association

**Section 4 -**

• The Secretary shall cause to be recorded the minutes of all Officer or Advisory Board meetings and conferences, and shall be responsible for receiving and sending/transferring all communication to the Association.

**Section 5 -**

• The Treasurer shall be responsible for carrying out all fiscal policies and procedures adopted by the Officers and Advisory Board. The Treasurer shall also be responsible for the preparation of financial statements and presentation to the Officers and Advisory Board at each regular Board meeting; and shall submit written reports to the membership as deemed appropriate.

**Section 6 –**

• A petition; signed by members in good standing representing a majority (51%) of the total number of members eligible to vote at the time said petition is presented, requesting that a special election be held for the purpose of recalling any member of the Advisory Board or Officer may be filed at any time with the Secretary. If the recall is for the Secretary, then the petition shall be filed with the President. After verification of the signatures, and qualification of those members party to said petition, the President shall certify the petition and immediately direct a ballot be mailed to each member. The ballot shall read as follows:

Shall (name of Officer/Advisory Board member) be recalled?

YES or NO

A “Yes” vote shall be counted as being for the recall and “No” will be counted as being against the recall. Only members in good standing shall be entitled to cast their vote at such special election. For the recall to be successful there must be a minimum two-thirds affirmative vote cast among the ballots received by the Secretary or President within fifteen (15) days from the initial mailing of ballots. If the vote is successful, the Officers and Advisory Board shall file the vacancy no later than the next regularly scheduled meeting.

**Article VII – Meetings**

**Section 1 –**

• There shall be a bi-annual meeting of the Association membership held during the fall conference held each year at which time, in addition to the conduct of the regular conference, the election of Officers shall be held.

**Section 2 –**

• The Association shall sponsor two (2) professional conferences/workshops each year, to be held during the months of April and September. The meetings will be on the 4<sup>th</sup> Saturday of April and 2<sup>nd</sup> Saturday of September. The April meeting will move to the 3<sup>rd</sup> Saturday when Easter falls on the 4<sup>th</sup> weekend of April. The September meeting will be moved if it falls on the Labor Day to the 3<sup>rd</sup> weekend.

Revision 1/8/22, Revision 9/24/22, Revision 8/27/23

### Continuous Education Units (CEUs)

CEUs will be assigned eligible for each professional conference/workshop based on the amount of time the event is. CEUs are a unit of measure based on time.

Each professional conference/workshop will have an agenda that will have a list of lectures and hands on practice for the event along with a total number of CEU's for that particular event. Each person attending the event must sign in at the beginning of the event and sign out at the end of the event. At the end of the event the attendee will receive their certificate of attendance. In the event a participant must leave the event early that person must sign out at that time and that person will receive a hand written certificate of attendance with their name written on the certificate of attendance along with the number of CEU's they are to receive based on the time that the person was at that particular event. Revision 8/31/23

A conference/workshop may be cancelled if there is less than 9 people signed up.  
Revision 11/7/2020

### **Section 3 –**

- Meetings of the Advisory Board shall be called by the President as deemed necessary. A board meeting must be called within thirty (30) days if requested by any five (5) members of the Advisory Board, or if petitioned for by a majority of members. The voting membership shall be notified of any resulting special meetings.

### **Section 4 –**

- Special meetings of the Advisory Board may be held by teleconference or web meeting.

### **Section 5 –**

- Members shall be admitted to all meetings and conferences, except executive sessions. Non-members may be admitted to general meetings and conferences unless disapproved by a majority of the members present.

## **Article VIII – Bylaw Amendments**

### **Section 1 –**

- Proposed Bylaw amendments must be submitted to the Secretary at least sixty (60) days prior to the date of a conference, and further must be published too the membership not less than thirty (30) days prior to the conference at which it will be voted upon.

### **Section 2 –**

- The Bylaws may be amended or revised by an affirmative two-thirds (2/3) vote of the membership present at a conference.

### **Section 3 –**

- Bylaw amendments or revisions may be acted upon only at the time published in the conference agenda unless a majority of the membership present at that time agrees to a later time for further action on them.

### **Section 4 –**

- The Bylaws may also be amended or revised by unanimous vote of the Advisory Board members present.

## **Article IX – Standing Committees**

### **Section 1 –**

• There shall be the following standing committees of this Association which shall be appointed annually by the President:

- 1) Budget and Audit
- 2) Membership
- 3) Certification and Continuing Education

### **Section 2 –**

• The President may appoint other standing committees as may be deemed necessary and appropriate from time to time.

## **Revisions**

November 7, 2020 – Article III, Section 1 – for purpose of clarification.

November 7, 2020 – Article III, Section 3 – for purpose of clarification.

November 7, 2020 – Article IV, Section 1 – for purpose of clarification.

November 7, 2020 – Article V, Section 4 – for purpose of clarification.

November 7, 2020 – Article V, Section 5 – for purpose of clarification.

November 7, 2020 – Article V, Section 7 – for purpose of clarification.

November 7, 2020 – Article VII, Section 2 – for purpose of clarification.

January 8, 2022 – Article VII, Section 2 – for purpose of clarification.

September 24, 2022 – Article VII, Section 2 – for purpose of clarification.

August 27, 2023 – Article VII, Section 2 – for purpose of clarification.

August 31, 2023 – Article VII, Section 2 – for purpose of clarification.