



Opticians Association of Rhode Island Bylaws

Amended: January 2020

Bylaws Committee:

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Article 1 – Name

The name of this association will be The Opticians Association of Rhode Island, also known as OARI, a non-profit 501 (C) (6) professional association incorporation in the State of Rhode Island.

Article II – Place of Business

Section A: The location of the principle office of the association will be determined by the elected officials of OARI.

Section B: A PO Box will be utilized for all correspondence as a permanent address for official IRS, Secretary of State and Board of Elections filings. Also for the purpose of financial activity.

Section C: Fiscal Year – The fiscal year of this association shall begin January 1st through December 31st

Article III – Purposes and Objectives

The purposes and objectives will be:

Section A: To provide educational programs that maintains standards of competence, knowledge and performance of the membership in the conduct of their profession as licensed opticians.

Section B: To promote the advancement of the science and art of Opticianry and encourage increasing the scope of practice for licensed opticians

Section C: To support licensed Opticianry through legislative and regulatory efforts.

Section D: To promote awareness of our profession through outreach and other civic activities.

Section E: Have other such powers as conferred under the laws of the State of Rhode Island as a non-profit corporation.

Article IV – Membership and Dues

Section A: The membership shall be open to those who are in support of the purposes and objectives of OARI.

Section B: Full Members shall consist of RI licensed opticians and American Board of Opticianry (ABO) certified opticians and / or National Contact Lens Examiners (NCLE) certified.

Section C: Student members are defined as persons who are enrolled in a formal optical educational program. They will not have voting rights.

Section D: Associate members are defined as lab technicians, optical sales consultants and others as determined by the elected officials of OARI. They will not have voting rights.

Section E: Application for membership shall be submitted, accompanied by the dues associated with the designated membership category, paid to OARI for processing.

Section F: Membership terminates when dues remain unpaid after the due date, or when a member no longer conforms to the membership requirements, or intentionally violates these bylaws.

Section G: Dues Schedule – the elected officials will establish, no later than December 30th of the previous year, a schedule of membership dues that will be payable by each January 31st. Dues are as follows:

Full Members 100% of dues

Student Members 25%, Associate Members 50% of dues

Article V – Officers

Election of Officers:

Section A: The elected officials of OARI shall be President, President-Elect, Secretary and Treasurer. All officers must be a member in good standing and elected at the annual meeting, which will be **November**, and will hold office until their successors be elected and qualified.

Section B: the officers will be installed January 1, and will set OARI 1st business meeting of the new fiscal year.

Article VI – Powers and Duties of Officers

Section A: President – The President shall serve for a two (2) year term. The President shall preside over all meetings of the OARI and shall call regular meetings to order. The President may also call special meetings, as provided under Article VIII, Section C. The President shall appoint such committees, and committee chairs, as deemed necessary or advisable to carry out the activities of OARI as provided under Article VII, Section A. President shall have the ability to audit, through the audit committee, any and all documents from the previous administrations. The President shall also be a member of all committees.

Section B: President-Elect – The President-Elect shall serve for a two (2) year term, upon the completion of the previous President's term. The President-Elect will assist the president in any and all OARI business. He/she shall assume the duties of the President should the President become incapacitated, or unable to perform his/or her duties.

Section C: Secretary – The Secretary shall be responsible for recording the minutes of all meetings and maintaining all the minutes in an archive for future administrations to reference. The Secretary shall be responsible for relaying all OARI communications to the membership.

Section D: Treasurer – The Treasurer shall be responsible for all financial requirements of the organization as follows:

The Board of Elections forms include:

Summary of Campaign Activity (CF-2)

Schedule of Expenditures (CF-4)

The Affidavit for Annual Filings Exemption (CF-5)

The Secretary of State forms include:

TBD

The IRS forms include:

TBD

The Treasurer shall maintain all financial records in an archive for future administrations to reference.

Article VII – Committees

Section A: Committee Service – Any person appointed as a committee chair, by the President, shall also be required to be a member during the term of their appointment. A Committee shall select his/her own committee members.

Section B: Executive Committee – Is comprised of the President, Immediate Past-President (by invitation of the President), the President-Elect, Secretary and Treasurer. And any other (1) member the President deems appropriate.

Section C: Membership Committee – The President shall appoint a chair of the membership committee of which shall provide input and recommendation to enhance growth and retention of OARI members.

Section D: Education Committee – The President shall appoint a chair of the education committee of which shall provide input and recommendations in the creation, development, implementation, delivery and evaluation of OARI's continuing education initiatives.

Section E: Legislative and Government Affairs Committee – The Legislative and Government affairs committee shall develop and present to the Executive Committee short and long range plans to further the objectives of OARI.

Section F: Sponsorship Committee – The President shall appoint a chair of the sponsorship committee to act as a liaison between OARI and vendors, in the goal of increasing financial support to enhance our stated goals as an organization, see Article III.

Section G: Marketing Committee – The President shall appoint a chair of the Marketing Committee, which encompass Social Media, Website and any related promotion of OARI.

Section H: Bylaws Committee – The President shall appoint a chair of the bylaws committee of which shall maintain the bylaws. This committee shall review the bylaws annually.

Article VIII – Meetings

Section A: The annual meeting, scheduled in November, shall consist of the election of officers.

Section B: Regular meetings - regular meetings shall be determined by the President.

Section C: Special Meetings - Special meeting may be called by the President and/or by written request of at least three (3) members. These meetings shall only address the reason for the special meeting.

Article IX – Amendments

Section A: The bylaws may be altered, amended or repealed by the following process, in this order:

1. Two thirds (2/3) vote at a business meeting on the proposed changes
2. Written notification of proposed changed to the entire membership by mail, electronic mail or other methods of alternate communication.
3. A second meeting is called to officially vote/ratify the changes
4. The newly amended bylaw changes will be sent to members within 30 days

Article X – Rules of Order

Section A: Meeting Agenda – The agenda of any meeting of OARI may include but not limited to the following:

1. The order of events is left to the discretion of the President, who will chair all meetings.
 - a. Call to order
 - b. Secretary's minutes
 - c. Treasurer's report
 - d. Committee reports
 - e. New Business
 - f. Unfinished Business
 - g. Adjournment

Section B: Governing of Meetings – the meetings of OARI shall be governed by the rules of order described by “Robert’s Rules of Order”

Article XI – Dissolution

The association may be dissolved on thirty (30) days notice by two thirds (2/3) vote of the membership at any meeting called for considering such proposal. Such dissolution shall be effective 90 days after such vote is taken, provided all outstanding obligation of OARI have been paid.

In the event of the dissolution of the association, the surplus funds and other assets will be distributed to the national organization, Opticians Association of America.

