

AKRON DENTAL SOCIETY CONSTITUTION & BYLAWS

Constitution

ARTICLE I - NAME

This organization shall be known as the Akron Dental Society, hereinafter called the Society.

The Society shall be a component of the Ohio Dental Association and the American Dental Association.

ARTICLE II - PURPOSE

The purposes of this Society shall be:

- A. To improve the dental health of the public and to help the public in securing quality dental care.
- B. To promote the art and science of dentistry.
- C. To represent the interests of the members of the dental profession.

ARTICLE III - MEMBERSHIP

The membership of the Society shall consist of dentists and other persons whose qualifications and classifications shall be as established in Chapter 1 of the Bylaws.

ARTICLE IV - GOVERNMENT

Section 1 The governing body of the Society shall be the voting members.

Section 2 The administrative body of the Society shall be the Council whose members shall be elected by the voting members as described in Chapters III, IV, and V of the Bylaws.

ARTICLE V - OFFICERS

Section 1 The elective officers of the Society shall be a President, a President-Elect, a Vice-President, a Secretary, an Historian and a Treasurer, each of whom shall be elected as provided in chapter V of the Bylaws. In addition, certain Delegates and Alternate Delegates to the Ohio Dental Association shall be elected as provided in Chapter V of the Bylaws.

Section 2 The appointive officers of the Society shall be an Editor, and certain Delegates and Alternate Delegates to the Ohio Dental Association, each of whom shall be appointed as provided in Chapter III, Section 4, D of the Bylaws.

ARTICLE VI - MEETINGS

The meetings of the Society shall be conducted according to Chapter II, Section 3 of the Bylaws.

ARTICLE VII - PRINCIPLES OF ETHICS AND CODE OF PROFESSIONAL CONDUCT

The Principles of Ethics and Code of Professional Conduct of this Society shall conform to those of the American Dental Association.

ARTICLE VIII - AMENDMENTS

Section 1 The Constitution and Bylaws may be amended at any regular meeting of the Society by a two-thirds (2/3) affirmative vote of the voting members present, providing the proposed amendment, signed by five (5) voting members, shall have been presented in writing to the Council and favorably acted upon. Notification of proposed amendments must be presented to each voting member at least fourteen (14) days before the meeting at which they are to be considered, and a copy of the proposed amendments shall be placed on file with the Secretary for membership perusal at least fourteen (14) days before action.

Section 2 This Constitution and Bylaws shall conform to the rules and regulations governing such matters in the Ohio and American Dental Associations.

Section 3 Any changes in the Constitution of Component Societies prescribed by the Ohio Dental or American Dental Associations shall be accepted by this Society without vote of the membership and shall be incorporated herein by the Secretary.

Bylaws

CHAPTER I - MEMBERSHIP

Section 1 The members of the Society shall be classified as follows:

- | | |
|--------------|----------------------|
| A. Active | E. Student |
| B. Life | F. Auxiliary |
| C. Retired | G. Honorary |
| D. Associate | H. Special Associate |

Section 2 - QUALIFICATIONS

- A. Active: Licensed dentists practicing within the jurisdiction of the Society.
- B. Life: Dentists in good standing who have attained the age of sixty-five (65) years of age and have been active or retired members for thirty (30) consecutive years or a total of forty (40) years shall be eligible for life membership. They shall have all the rights and privileges of Active members.
- C. Retired: Active member in good standing who has been an active member at least twenty-five (25) years and is no longer earning an income from dentistry. Application for this status must be applied for to the Ohio Dental Association. If the member desires to maintain active status until eligible for Life membership, the Society, Ohio Dental Association and American Dental Association annual dues must be paid.
- D. Associate: Member of a Component Society outside the jurisdiction of the Akron Dental Society: also dentists of the Armed Forces, Veterans' Administration or Public Health Service who are members of the American Dental Association who are assigned to duty within the jurisdiction of the Akron Dental Society.
- E. Student: Dentists, who after graduation, take up an internship, residency or full-time graduate or post-graduate work. They shall be entitled to all privileges except those of voting or holding office.
- F. Auxiliary: Members of ancillary dental groups endorsed by Council.
- G. Honorary: Persons who have made valuable contributions to the science or art of dentistry or who have rendered important service to the profession or Society.
- H. Special Associate: Spouse and dependent children of all Active, Life, Retired and Student members. This membership classification is to remain in effect in the event of the death of the dentist members.

Section 3 - PRIVILEGES OF MEMBERS

- A. Active, Life and Retired members shall have all the privileges of the Society. All others shall have all the privileges of the Society with the exception of voting or holding office.
- B. Members' Right of Inspection
 - 1. All books and records of the Society may be inspected by any Active, Life or Retired member, or his/her agent or attorney, for any proper purpose at any reasonable time in the business office of the Society. A proper purpose is one of a specific, honest and lawful nature that is not vexatious, nor to satisfy mere

curiosity, but seeks to protect the interests of both the member seeking information and the Society. Among the proper purposes established in law are the right of a member (a) to protect his interests in the Society, (b) to determine the state of affairs and condition of the Society, (c) to assure that management of the Society is proper and in the best interests of the Society and its members, (d) to examine the transactions of the Society and its directors or trustees, (e) to obtain knowledge to enable a member to vote with understanding, and (f) to secure information as to the financial standing of the Society and the method of conducting its business.

2. Requirements for Inspection
 - a. Request to Inspect - a written request by a member stating the proper purpose for the member's inspection must be properly addressed to the secretary of the Society. A copy of the request will then be sent to all Officers by the Secretary.
 - b. Approval or Denial of a Request - the decision to inspect will be made by the Officers. Written approval or denial of the request shall be made within five (5) days from the date the decision was rendered. A denial of a member's request to inspect all books and records of the Society shall be made in writing and include the reason for denial. Notice of the decision will be sent to the member by registered letter.
3. Appeals - Any member denied approval of a request to inspect all books and records of the Society shall have the right to appeal such denial to the Council of the Society by filing a written appeal with the Secretary of the Society. The Secretary of the Society will place the member's appeal hearing on the agenda under New Business of the next regularly scheduled meeting of the Council. Every party to an appeal is entitled to submit a brief in support of their position. Such briefs shall be submitted to the Secretary of the Society five (5) days prior to the hearing.
4. Decision of Appeals - The decision on an appeal shall be written and shall clearly state the conclusion of the Council and the reasons for reaching that conclusion. The decision on appeal shall be mailed to the member within five (5) days after the decision is rendered.

Section 4 - MEMBERSHIP DUES

The annual dues and assessments for the various classes of membership shall be determined at the annual business meeting in September.

A. Active

1. As determined annually.
2. Any application for active membership may be accepted for the balance of the year, in which case the dues must satisfy both the Ohio Dental and American Dental Association.
3. Year DDS/DMD awarded - -0-
1st year after dental school - -0-
2nd year after dental school - 25% of full dues

- 3rd year after dental school – 50% of full dues
- 4th year after dental school – 75% of full dues

B. Life

- 1. Working Life members - 50% of full dues.
- 2. Non-working Life members will owe zero dues.

C. Retired

- 1. Retired members - 25% of full dues.

D. Associate - As determined annually.

E. Student - As determined annually.

F. Auxiliary - As determined annually.

G. Honorary - None

H. Special Associate - None

Section 5 - DUES AND ASSESSMENTS

- A. Annual dues and assessments are due and payable on January 1st; if unpaid by February 1st, member is delinquent; if unpaid by March 1st, member shall be suspended; and if unpaid by April 1st, barring action by Council to the contrary, member shall be expelled for non-payment of dues. For reinstatement, a member must submit a new application and pay the current Society, Ohio Dental and American Dental Association dues.
- B. Extra assessments voted subsequent to the adoption of regular dues and assessments shall be paid on a date voted by the membership.
- C. Waiver of Dues - An active member who is unable to practice dentistry due to a disability may apply for a waiver of dues, through the Society, to the Executive Committee of the Ohio Dental Association. During the period of exemption from dues, the Ohio Dental Association will require certification of disability at certain time periods.
- D. Any revenue accruing to this Society, obtained by Officers or Committees, must be deposited with the Treasurer.

Section 6 - CONDITIONS OF MEMBERSHIP

- A. Active - Any applicant for Active membership shall make written application upon the forms furnished by the Society and shall return such forms, duly filled out, accompanied by the correct total amount of dues. The names of such applicants shall be published in the next regular Bulletin following action by Council.
- B. Life - Chapter 1, Section 2, B
- C. Retired - Chapter 1, Section 2, C

- D. Associate - Each applicant for Associate membership must prove membership in good standing in some Component of the ADA. Dentist members of the Armed Forces, Veterans' Administration and Public Health Service seeking Associate membership, must hold membership in the American Dental Association. An active member in good standing who moves from the jurisdiction of this Society may be transferred to Associate membership.
- E. Student - Chapter 1, Section 2, E
- F. Auxiliary - Chapter 1, Section 2, F
- G. Honorary - The names of candidates for Honorary membership must be presented to the Membership Services Committee in writing, signed by five (5) Active members, accompanied by a statement of the work or acts which qualify the candidate for such action. Election of such candidate shall be by majority vote of both the Council and the membership.
- H. No person suspended or expelled shall attend any session of the Society except to appeal his suspension or expulsion.
- I. Any member of the Society may make an appeal in writing to the Society from any decision made by Council.

Section 7 - DISCIPLINARY PROCEDURES

- A. Members of this Society may be disciplined for conduct deemed subject to discipline as outlined in the current Bylaws of the Ohio Dental and American Dental Associations.
- B. Disciplinary penalties, proceedings and appeals will be in accordance with the American Dental Association Bylaws.

CHAPTER II -THE SOCIETY

Section 1 - POWERS

- A. The voting members in official meeting shall be the supreme authoritative body of this Society.
- B. They shall possess the legislative powers.
- C. They shall determine the policies which shall govern this Society in all its activities.
- D. They shall have power to enact, amend and repeal the Constitution and Bylaws.
- E. They shall have the power to elect members.

F. They shall have the power to approve all resolutions of the Society.

Section 2 - DUTIES

It shall be the duty of the voting members in official meetings:

- A. To elect the elective officers.
- B. To elect the members of Council.
- C. To elect certain Delegates and Alternate Delegates to the Ohio Dental Association.
- D. To adopt the annual dues.

Section 3 - MEETINGS

- A. The Society, subject to Council action, shall ordinarily hold meetings on the second Monday of February, March, April, September, and either October or November, depending on dates of American Dental Association meeting, and December.
- B. The meeting in January shall be the Annual Session.
- C. The regular meeting in April shall be the meeting for election of Officers and Councilpersons and certain Delegates and Alternate Delegates.
- D. The regular meeting in September shall be the annual business meeting.
- E. Special meetings may be called by the President with the consent of Council.
- F. The manner of voting in the Society and in Council shall be by ayes and nays unless by duly accepted motion or by order of the President, when a roll call or written ballot shall be taken.
- G. A quorum shall consist of at least 40 members.

CHAPTER III - COUNCIL

Section I - COMPOSITION

The Council shall be composed of the Officers of the Society, the Immediate Past President, elected Councilpersons, Emeritus Councilpersons and two (2) Councilpersons appointed by the President. The Presidential appointments must be approved by Council. The Editor shall serve as an ex-officio member without vote.

Section 2 - QUALIFICATIONS

- A. The Councilpersons shall be voting members of the Society.
- B. They shall be in the proportion of one to every fifteen members.
- C. Emeritus Councilpersons shall be proposed by Council and elected by the Society. They shall have all the privileges of a Councilperson for life without attendance requirement. Only Past-Presidents of the Ohio Dental or American Dental Association will qualify for this position.

Section 3 - TERM OF OFFICE

- A. Councilpersons shall be elected for a term of three (3) years and shall assume duties in June.
- B. Approximately one-third (1/3) of the Council membership is to be elected each year.
- C. Consecutive tenure of office shall be limited to two terms.
- D. Absence from Council for two (2) consecutive meetings without excuse valid in the opinion of Council, shall terminate the office of any Councilperson.

Section 4 - POWERS AND DUTIES

The Council shall:

- A. Receive reports of Committees.
- B. Decide the time and place of Society meetings.
- C. At its regular meeting in December, name a Nominating Committee of ten (10) members which shall consist of the five (5) most immediate Past-Presidents, the Vice-President, the President-Elect, the President and two (2) members selected by presidential appointments and elected from the Council of the Society. The President may appoint a Council member to replace any one (1) of the first five (5) immediate Past-Presidents who may be unable to attend. The President-Elect shall serve as, Chairperson. This Committee shall ordinarily nominate two (2) candidates for each office except the President and President-Elect. Furthermore, this Committee shall nominate candidates for Council in any district not provided in Chapter V, Paragraphs F and G. Nominations of this Committee shall be returned to Council at the regular meeting in March. A majority vote of Council members present and voting shall constitute endorsement of committee nomination. *Additional nominations for selected positions may be presented in writing to Council at the March meeting and must be signed by at least ten (10) members in good standing.*

- D. Approve the President-Elect's appointments for the Editor, certain delegates and alternate delegates no later than the June Council meeting.
- E. Designate official repositories for all funds.
- F. Fix the amount of bond yearly for the executive director and see that bond is furnished.
- G. Act on the written resignation or request for leave of absence of any members in good standing.
- H. May waive the cost of meals for those on medically prescribed diets.
- I. May demand the Society's action upon any question.
- J. May select and retain an attorney for advice and guidance in the business of the Society.
- K. Shall approve the President-Elect's appointments for vacancies on all standing Committees.
- L. Fill all vacancies occurring as to Officers, (other than President, President-Elect and Vice-President) Councilpersons or Delegates. Such appointees shall serve until the following June or until their successors have been duly elected and installed.
- M. Make no expenditures over the sum of five hundred dollars (\$500.00) without the approval of the membership.

CHAPTER IV - OFFICERS

Section 1 - TITLE

The elective Officers of the Society shall be a President, a President-Elect, a Vice-President, a Secretary, and a Treasurer and an Historian. The appointive Officers shall be an Editor, and certain Delegates and Alternate Delegates as provided in Article V of the Constitution.

Section 2 – ELIGIBILITY

To be eligible for the office of President, President-Elect or Vice-President, a dentist must be a citizen of the United States, be actively engaged in the practice of dentistry within the jurisdiction of this Society and must have been so engaged for a period of not less than seven (7) years continuously and immediately preceding such election, and shall have served one (1) term on Council. Any term of military service or post-graduate study while on leave from the Society shall not prevail against this ruling.

Section 3

Nomination and election of Officers shall follow procedures outlined in Chapter V of the Bylaws.

Section 4 - TERM OF OFFICE

All elected Officers, Councilpersons and Delegates shall assume office in June. All Officers shall serve for one year or until their successors are elected and duly installed.

Section 5

- A. In event of the death or vacancy of the President, the balance of his term shall be served by the most Immediate Past-President.
- B. In the event of the death or vacancy of the President-Elect, the balance of that term shall be served by the Vice-President.
- C. In the event of the death or vacancy of the Vice-President, a special election shall be held, according to action taken by Council.
- D. In the event of the death or vacancy of the Secretary or Treasurer, the President shall appoint and the Council approve an interim officer to fill the unexpired term.

Section 6

A. It is the President's duty to:

- 1. Preside at all meetings of the Society and Council.
- 2. Serve as official representative of the Society in its contacts with the public and other organizations.
- 3. Serve as an ex officio member of all Committees.
- 4. Call meetings of Council.
- 5. Call special meetings of the Society.
- 6. Appoint the Chair of Standing Committees at the June Council meeting.
- 7. Perform such other duties as prescribed by these Bylaws.
- 8. Chair the delegation to the Ohio Dental Association as specified in Chapter IV, Section 6, I-1.
- 9. Appoint two (2) at-large Councilpersons for one year.
- 10. Be responsible for overseeing Committee action and receive all annual reports of the Committee as provided for in Chapter VI, Section 3.
- 11. Appoint a Chairperson of Budget, Finance and Central Office Committee for a three-year (3) term or as needed.
- 12. Fill vacancies in the ODA Delegation with approval of Council.
- 13. Consult with ranking district rep to organize pre-caucus meeting.

B. It is the President-Elect's duty to:

1. Assist the President as requested.
2. Chair the Nominating Committee.
3. Present appointments for Editor, Delegates, and Alternate Delegates to Council for approval no later than the April Council meeting prior to his installation as President.
4. Chair the Dental United Way Campaign.
5. Automatically succeed to the office of President.

C. It is the Vice-President's duty to:

1. Chair the Annual Session.
2. Perform such other service as may be delegated.

D. It is the Immediate-Past President's duty to:

1. Be Ex officio member of Committees.
2. Chair the Consultation and Advisory Committee.
3. Chair the Long Range Plan Committee.

E. It is the Secretary's duty to:

1. Attend all meetings of the Society and the Council.
2. Keep all records and minutes of both in chronological order.
3. Notify all Officers, Councilpersons and Delegates of their election.
4. Notify all applicants of their acceptance into membership.
5. Send a copy of the Constitution and Bylaws to each new member.
6. Notify Officers and Councilpersons of place and time of each meeting.
7. Notify Officers and Councilpersons of place and date of each meeting.
8. Prepare a report of members in good standing to be sent to the Secretary of the Ohio Dental Association-
9. Prepare the annual report of the Society's activities and forward it to the State Secretary and to the Editor of the Ohio Dental Journal.
10. Forward the names of the Delegates and Alternate Delegates to the State Secretary.
11. Take charge of and keep an active inventory of all property of the Society, other than the Treasurer's records, and hold same subject to the order of Council.
12. Keep a special record of the attendance of Councilpersons at Council meetings.
13. Delegate certain duties to administrative personnel with the responsibility of these duties remaining with the Secretary.

F. It is the Treasurer's duty to:

1. Collect and bank all funds belonging to the Society in a depository designated by the Council.
2. See that all persons attending meetings are members in good standing or accepted guests.
3. Keep accurate records of monies received and disbursed by the Society and prepare a monthly report to be read in Council meetings.
4. Maintain the Society's Dental Relief Fund at five thousand dollars (\$5,000.00). When the fund is depleted below the five thousand dollar (\$5,000.00) level monies will be transferred to this fund from business savings account or other Society funds. This fund shall be used for no other purpose than personal relief of needy dentists.
5. Notify all members of their suspension or expulsion for non-payment of dues and shall report any such action to Council.
6. List the Society in the telephone directory.
7. Delegate certain duties to administrative personnel with the responsibility of these duties remaining with the Treasurer.
8. Vice-Chair the Budget, Finance and Central Office Committee.
9. Record on the individual records any change to expelled status or return to good standing.
10. Serve as Vice Chairperson of the Budget, Finance and Central Office Committee.
11. Reconcile monthly financial statements.

G. It is the Historian's duty to:

1. Compile all historical data of the Society.

H. It is the Editor's duty to:

1. Serve as an ex officio member of Council without vote.
2. Chair the Bulletin Committee.
3. Publish names and history of all new members in the next regular Bulletin.
4. Call for nominations for elected positions in the November and December Bulletin.

I. ODA Delegates:

1. The ODA Delegates and Alternate Delegates to the Ohio Dental Association shall assume duties in June and shall serve for a three (3) year term. The President, President-Elect and Immediate Past-President shall be Delegates by virtue of office. The Vice-President shall be an Alternate Delegate. The President of the Society shall Chair the delegation. One Delegate and Alternate Delegate will be elected by the membership (See Chapter V Section 1-J). The remaining Delegates and Alternate Delegates will be appointed by the president and be approved by Council.
2. The ranking District Rep will call a pre-caucus meeting of delegates

- and alternate delegates to discuss available ODA positions and pending legislations.
3. Alternate Delegates shall assume the duties of Delegates when necessary.
 4. Delegates, or Alternate Delegates attending the Ohio Dental Association House of Delegates Meeting shall be entitled to a per diem allowance.

CHAPTER V - NOMINATIONS AND ELECTIONS

Section 1

- A. See Chapter II, Section 3c and Chapter III, Section 4c.
- B. Election of the Officers, Councilpersons and certain Delegates and Alternate Delegates of this Society shall be by written or printed ballot. Ballots may be cast:
 1. In person
 2. By Absentee Ballots
 - a. Absentee ballot is available only to voting members in case of confining illness or absence from the jurisdiction of the Society.
 - b. Such ballot may be obtained from the Secretary on written request and returned in a plain, sealed envelope with identification on the outer envelope.
- C. The names of such nominees shall be arranged under the appropriate office in alphabetical order, but no names shall be placed on the ballot until the Nominating Committee has determined that the member is eligible for office and is willing to serve if elected.
- D. There shall appear blank spaces under nomination for each above specified positions, to permit voting for additional nominees. The President shall offer the floor for additional nominations before the balloting begins.
- E. The candidate for each office receiving a plurality of votes shall be declared elected. In the event of a tie vote, the election shall be decided immediately by lot.
- F. For the purpose of election of Councilpersons ONLY, the Society members shall be divided as to location of offices, into districts as follows:
 1. Northern-consisting of Mogadore and the cities and villages in the townships of Bath, Stow, and Tallmadge, and all areas north of them.
 2. Southern-consisting of Barberton and Doylestown, and the townships of Coventry and Springfield and all areas south of them.
 3. Western-consisting of Copley and Norton Townships, and the areas of Medina County adjacent to Summit County.
 4. Cuyahoga Falls
 5. Portage County
 6. Akron and Fairlawn
- G. Each district shall be entitled to one Councilperson for each fifteen (15) members

or major fraction thereof as of February 1st, except that a district having less than ten (10) members shall not be entitled to a district Councilperson.

- H. Prior to January 15th each year that a Councilperson is to be elected, a Councilperson from that district shall call a caucus of its members at which at least two (2) members, for each Council-person to be elected from that district, shall be selected as nominees for Council. These names shall be reported to the Society's Nominating Committee prior to February 1st for clearance and inclusion on the ballot. ALL candidates for Council shall be voted on by ALL voting members of the Society present for the election.
- I. Additional consenting candidates to any office may be nominated by petition signed by ten (10) active members and mailed to the President-Elect by certified mail postmarked not later than March 31st.
- J. In the election for ODA Delegate, the candidate receiving the most votes is elected Delegate. The candidate receiving the second highest number of votes is elected Alternate Delegate.

CHAPTER VI - COMMITTEES

Section I - COMPOSITION

The standing Committees, whenever possible, shall be composed of three (3) members or multiples of three (3). Approximately one-third (1/3) of the Committee, senior member or members, shall be retired each year. The Chair of each standing Committee shall be appointed by the President. The President and Immediate Past-President shall be ex officio members of all standing Committees.

Section 2 - STANDING COMMITTEES

The Standing Committees of this Society shall be:

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|---|---------------------------------|
| 1. Awards | 15 Hospital/Community Dentistry |
| 2. Annual Session | 16. Laboratory Relations |
| 3. Budget, Finance & Central Office | 17. Legislation |
| 4. Bulletin | 18. Long Range Planning |
| 5. CDHM/GKAS | 19. Membership Services |
| 6. Constitution & Bylaws | 20. Nominating |
| 7. Consultation & Advisory to President | 21. Peer Review |
| 8. Continuing Education | 22. Public Relations |
| 9. C.P.R. | 23. Recreation |
| 10. Dental Care & Insurance | 24. United Way |
| 11. Dental Education | |
| 12. Ethics & Judicial | |
| 13. Family Survival/Services | |
| 14. Forensic | |

And any others designated by Council.

1. *Awards Committee* – Shall manage the Akron Dental Society Achievement Award and assist Council in procuring nominations for state and national awards.
 - a. Committee shall consist of the last five (5) past-presidents.
 - b. Akron Dental Society Achievement Award
 1. The award may be given annually, however it need not be given each year.
 2. The award shall consist of a plaque.
 3. The award is to honor the person or group who has made a significant contribution to dentistry, especially within the Akron Dental Society or organized dentistry, by demonstrating the following:

- a. Significant donations of time and/or effort to dentistry.
 - b. Significant financial contributions to dentistry.
 - c. Made a significant difference in people's lives.
 - d. Unique or exceptional traits.
 - e. Met a community need or demand.
 - c. ODA and ADA Awards – Provide Council with appropriate nominations of ODA and ADA awards.
2. *Annual Session Committee* - Shall recruit appropriate speakers and exhibitors as well as oversee the overall successful operation of this meeting.
 3. *Budget, Finance & Central Office Committee* - Shall prepare and submit to Council a budget for the fiscal year, with recommendations for obtaining revenue. It shall oversee the administration of the Central Office, review its functions and see that it operates as economically and efficiently as possible.
 - a. It shall annually evaluate the Executive Director and recommend to Council appropriate compensation for the Executive Director's position.
 - b. The Committee shall consist of the Chairperson, Treasurer, President, and present C.E. Chairperson, plus three at large members.
 - c. The Chairperson shall be appointed by the president for a three (3) year term.
 - d. The Treasurer shall serve as Vice-Chairperson.
 - e. The Chairperson and Treasurer shall be responsible for the audit of the books annually, and shall meet with the auditor to discuss the audit and present any recommendations to Council.
 4. *Bulletin Committee* - Shall be in charge of the editing and printing of the Bulletin.
 - a. Maintain close liaison with the Society's Committees and Ohio Dental Association to see that pertinent information is published in a timely manner.
 - b. The Editor shall be the Chairperson.
 - c. The Editor shall see that a mailing permit is maintained.
 5. *Children's Dental Health Month Committee/Give Kids A Smile* - Shall be in charge of the Children's Dental Health Month observance, whenever held, including the management of that monthly meeting.
 - a. This Committee shall offer assistance to areas other than Akron in similar programs.
 - b. The Chairperson shall serve as an ex officio member of the Continuing Education Committee.
 - c. The Chairperson shall attend the two Council meetings prior to the Children's Dental Health observance and submit a progress report of planned activities.

6. *Constitution and Bylaws Committee* - Shall review the Articles of the Constitution and Bylaws in order to keep them consistent with the Ohio Dental Association's, the American Dental Association's and the Society's programs.
 - a. The Chair shall serve as interpreter and advisor to Council on all constitutional matters.
 - b. At least one (1) member shall be in attendance at each Council meeting.

7. *Consultation and Advisory to President Committee* - Shall serve as consultants and advisors to the President.
 - a. It shall set guidelines and suggest priorities that each Committee will be expected to accomplish during the year.
 - b. The last five (5) immediate Past-Presidents are members of this Committee.
 - c. The committee Chairperson will be the Immediate-Past President.

8. *Continuing Education Committee* - Shall consist of three (3) members each appointed for a three (3) year term. The newly elected Vice-President will appoint one (1) member annually.
 - a. These members should have the experience of continued attendance and participation at Continuing Education meetings at the national, state and local levels.
 - b. The Chairpersons of the Annual Session Committee and Children's Dental Health Month Committee shall be ex officio members.
 - c. Have charge of all Continuing Education programs of the Society.
 - d. Standing C.E. Chairperson will meet with Stark County Dental Society to plan the continuing education programs. The Continuing Education Chairperson will submit a committee report to council at least once annually.

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9. *C.P.R.* - Shall instruct Akron Dental Society members and employees in the proper use of this life saving technique.

10. *Dental Care and Insurance Committee* - Shall:
 - a. Develop, study and compile information on plans and programs designed to increase the availability of dental care to all segments of the population.
 - b. Assist other agencies in the development of programs and policies related to public health and to increase the availability of dental care to the public.
 - c. Review problems concerning pre-determination of benefits of dental services for individuals or groups of patients.
 - d. Shall keep close liaison with similar Committees of the Ohio Dental and American Dental Association's Council on Dental Care.

11. *Dental Education Committee* - Shall study and make recommendations concerning other plans or programs proposed to promote the dental health of the public.
 - a. It shall assist the Society in the development of education, dental health policies and programs within their jurisdiction.
 - b. Establish and maintain effective relations with local, state, federal and other responsible agencies in the promotion, administration and advancement of dental health.
 - c. Correlate its activities with those of other Councils and Committees of the Ohio Dental Association in all matters of common concern.

12. *Ethics and Judicial Committee* - Shall continuously review the American Dental Association's Code of Ethics and keep the Code of the Akron Dental Society current, and shall have the responsibility to investigate and adjudicate all alleged violations of the Code of Ethics.
 - a. Shall consist of seven (7) members, but not less than five (5) members.
 - b. Members shall serve rotating terms.
 1. No member shall consider an appeal on any matter in which he or she has previously acted.
 2. A member being investigated by this Committee has the privilege to request removal of two (2) members and only two (2) members, one (1), of whom may be the Chairperson.
 - c. The Committee shall meet on the call of its elected Chairperson.

13. *Family Survival/Services Committee* - Shall offer aid and consultation to the family of a deceased member of the Society. The Committee will advise the family and offer suggestions for the maintenance and continuance or disposition of a deceased member's practice, if the family so desires.

14. *Forensic Committee* - Shall be available to serve public officials in the unlikely event of a mass disaster.

15. *Hospital/Community Dentistry Committee*: Will act as the liaison group for area hospitals and Dental access programs.
 - a. Shall act as a liaison between the Akron Dental Society and area hospitals. Will also provide advice and help to secure volunteer participation and faculty.
 - b. Shall act as a liaison with the Safety Net Clinic Directors and Board to provide advice and help to secure volunteer participation and funding.

- c. Shall act as a liaison with the Summit County Dental Task Force, Dental Options, Beacon Journal Charity Fund, Open M, and Healthy Connections. Will also provide advice and assist manpower recruitment.
16. *Laboratory Relations Committee* - Shall promote acceptable relations with the dental laboratory owners and dental laboratory technicians. It shall assist whenever possible in furthering the education of dental laboratory technicians along the line desired by the Ohio Dental and American Dental Associations.
17. *Legislation Committee* – Shall be Chaired by the current ODPAC Chairperson and to monitor all proposed and pending local, state and national legislation relevant to the dental profession. It shall keep Council advised of any legislation which might effect the practice of dentistry or require Council’s action.
18. *Long Range Planning Committee* - Shall evaluate the current policies and activities of the Akron Dental Society and suggest changes which would benefit the Society in the future.
19. *Membership Service Committee* - Shall endeavor to recruit as members all practitioners of dentistry within the jurisdiction of this Society.
 - a. Shall hold orientation meetings each year to educate new members as to benefits and responsibilities of membership to the Society, the Ohio Dental and American Dental Associations.
 - b. To develop a “Mentor” program for new members of the Society.
 - c. To assist in appointing all new members to one of the Standing Committees listed in Chapter VI, Section 2 of the Constitution and Bylaws.
20. *Nominating Committee* - Shall function as described in Chapter III, Council; Section 4, Powers and Duties, C.
21. *Peer Review Committee* - Shall review all complaints regarding dentists (members or non-members) who practice within the Society’s jurisdiction.
 - a. Review financial problems between patient(s), dentist(s), and third-party carrier(s).
 - b. Review problems pertaining to the utilization of services (appropriateness of treatment).
 - c. Review problems pertaining to the quality of services rendered.
 - d. Review and mediate differences between the patient, the dentist and the third-party carrier.
 - e. Report all cases of non-cooperation by Society members to the Component’s Ethics and Judicial Committee.

- f. Inform all interested parties of their right to appeal the decision of the Component's Peer Review Committee.
- g. Report its decision and/or recommendations in writing to all parties concerned, including the Executive Assistant and the Council on Dental Services of the Ohio Dental Association.
- h. Use the Ohio Dental Association Council on Dental Services Peer Review Procedure Manual as a reference and guide for all matters pertaining to policy and procedure.
- i. Report all cases of non-cooperation by non-Society members to the Ohio State Dental Board.

22. *Public Relations Committee* - Shall be concerned with giving the general public a better understanding of the Society's policies and purposes. It will also be responsible for all publicity emanating from the Society and shall keep close liaison with similar Committees of the Ohio and American Dental Associations' Council on Communications.

23. *Recreation Committee* - Shall have charge of the Akron Dental Society Golf outings and any other recreational activities assigned to it by the Society.

24. *United Way Committee* - Shall cooperate with the Chairperson of the Professional Division of the United Way and shall conduct the United Way campaign within the Society.

Section 3

The Chair of each Standing Committee shall present a written report of the work accomplished by the Committee for the year and send such to the Executive Director by June 1.

CHAPTER VII - DISCIPLINE

Any Officer, Chairperson, Councilperson or delegate who fails diligently to perform his/her duties may be reported by any active member in a written and signed report to Council. The report must state definitely wherein the offender has been negligent.

CHAPTER VIII - ORDER OF BUSINESS

Section I

The order of business for regular meetings, unless otherwise ordered by the President, shall be: Call to Order, Reading of Minutes, Report of Council, Old Business, New Business, Program Adjournment.

Section 2

The meetings of the Society and the Council shall follow the rules in the Sturgis Standard Code of Parliamentary Procedure.

CHAPTER IX - JURISDICTION

The jurisdiction of this Society shall be as specified by the Ohio Dental Association.

CHAPTER X - INDEMNIFICATION

The Society shall indemnify all Officers, employees, members of the Executive Council and of all Committees of the Society against any judgment, expenses (including attorney's fees), fine or amounts paid in settlement actually and reasonably incurred by any such person in connection with any action, suit or proceeding, whether civil, criminal, administrative or investigative to which he/she is or is threatened to be made a party by reason of the fact that he/she was serving in such a capacity, provided that such person acted in good faith and in a manner reasonably believed to be in the best interests of the Society and, with respect to any criminal action or proceeding, had no reasonable cause to believe his/her conduct was unlawful and provided further, that in the case of an action or suit by or in the right of the Society, such person shall not have been adjudged to be liable for negligence or misconduct in the performance of his/her duty to the Society unless and only to the extent that the court in which such action or suit was brought shall determine upon application that, despite the adjudication of liability but in view of all circumstances of the case, such person is fairly and reasonably entitled to indemnify for such expenses which such court shall deem proper.

If any person intends to seek indemnification hereunder on account of any civil action or suit against such person, the person shall give the Society notice thereof and the Society shall have the option of appointing counsel and undertaking the defense of such person in such suit.

CHAPTER XI - RULES

All rules of the Chair and Standing resolutions and decisions adopted or rendered previous to the adoption of these Bylaws and all previous Constitutions and Bylaws are hereby repealed and declared as of no effect.

REVISED AND PASSED BY COUNCIL

Date: Monday, September 11, 2006