

**Chapter of the
National Association of Hispanic Nurses**

By-laws

Article I-Name

The association shall be known as the GARDEN STATE Chapter of the National Association of Hispanic Nurses

Article II-Purpose and Functions

Section 1. Purpose

The purpose of this Association shall be to foster the development and improvement of health care for all people and, in particular Hispanic ethnic groups, through the concerted efforts of Hispanic Nurses and/or Nurses serving Hispanic communities.

Section 2. Functions as a Non-Profit Organization

- a. This organization is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code.
- b. No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influencing legislation and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provisions of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by any organization exempt from federal income tax under section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code, or corresponding section of any future federal tax code.
- c. Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall

be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

Section 3. Functions to Promote the Health of Our Hispanic Communities

- a. To have a voice in the planning of health service delivery to Hispanic citizens and residents of the metropolitan area and surrounding communities.
- b. To compile a local membership directory of Hispanic nurses
- c. To promote leadership, professional, and educational advancement of Hispanic nurses and/or nurses serving the Hispanic community to meet the health care needs of the Hispanic populations
- d. To support research aimed at evidenced-based solutions and to promote those measures that will address the health and health problems of Hispanic clients and communities
- e. To identify the contributions of Hispanic nurses and/ or nurses serving the Hispanic community and/or other institutions that contribute to the wellbeing of the Hispanic population through research, education, and nursing practice
- f. To strengthen the influence of Hispanic nurses and/or nurses serving the Hispanic community on government and organized nursing through coordinated action

Article III-Types of NAHN Memberships

Section 1. General. This class shall include any nurse licensed in the United States and its jurisdictions and who is interested in helping to solve the healthcare problems and support the healthcare needs of the Hispanic community. General members are voting members.

Section 2. Affiliate Members. Any non-nursing health care professional that is interested in helping solve the problems and needs of the Hispanic nurses shall be known as Affiliate members. These individuals will be non-voting members.

Section 3. Student Members This class shall include any student enrolled in a pre-licensure nursing program leading to a nurse licensure who is interested in helping to solve the healthcare problems and support the healthcare needs of the Hispanic community. These individuals will be non-voting members.

Section 4. Emeritus

This class shall include any nurse who is at least sixty-two (62) years of age, is no longer employed full-time in the occupation of nursing, and has helped to solve the healthcare problems and support the healthcare needs of the Hispanic community during her or his career. Emeritus members are voting members.

Section 5. Corporate Member

Any corporation who is interested in assisting to solve the problems and to meet the needs of the Hispanic community and has paid dues, shall be known as a Corporate member. A Corporate member shall be entitled to all benefits of NAHN, except for making motions, voting and holding office.

Section 6. Good Standing Member

A Member in Good Standing is one whose current NAHN dues are paid and who complies with provisions of amended Articles of Incorporation and the Bylaws of NAHN.

Section 7. Honorary Member

This class shall include any individual who has gained local or regional recognition in the field of nursing or contributed to the health care of Hispanic communities, having been recommended by at least two members and having received a three-fourth (3/4) vote of the Board of Directors in the affirmative during a chapter meeting.

Section 8. International Associate Members

This class shall include any nurse licensed in their country of origin that does not reside in the United States and its jurisdictions but is of Hispanic ancestry and is interested in helping to solve the healthcare problems and support the healthcare needs of the Hispanic community. International members shall be entitled to all of the privileges, except those of making motions, voting, and of holding office with the exception those that have paid member dues and have declared his or her/self a chapter member.

Article IV-Membership Year and Dues

Section 1. Membership year- The membership year shall begin with the date that the dues payment was received by the Treasurer.

Section 2. Membership Dues

- a. Membership dues shall be set by the National Board and NAHN and voted upon by the membership. Voting members shall pay annual dues to the National Association of Hispanic Nurses and to the Chapter.

Article V-Executive Board of Directors

Section 1. Composition

The Executive Board of Directors shall consist of the President, President-elect, Secretary, Treasurer, Board Members, the Chairs of any existing committee and the immediate past-President.

Section 2. Duties

The Executive Board shall be responsible for the affairs of the Chapter. The Board may delegate its authority as it deems appropriate and is not in conflict with these Bylaws.

Section 3. Quorum

Two thirds of the Executive Board (two officers) and 25% representation of membership shall constitute a quorum.

Article VI-Officers

Section 1. Elected Officers

The elected officers of this association shall consist of a President, President-elect, a Secretary and a Treasurer.

Section 2. Qualification of Officers

Voting members of this association shall be eligible to hold elected offices.

Section 3. Term of Office

Officers shall not be eligible to serve in the same office for more than two consecutive terms of 2 years. After two years out of the Board, they may join the Board again. Election of the President and Secretary shall be held during the same year, while the election of the Treasurer shall be in the opposite year thus the Treasurer's initial term shall consist of 3 consecutive years and thereafter 2 years.

Section 4. Vacancies

If a vacancy occurs in the position of President, the President-elect shall become president. If a vacancy occurs in any other office, the Executive Board shall by majority vote nominate a successor but a general vote shall go to the chapter's membership; so a successor may be voted on to hold office for the unexpired term.

Section 5. President

The president shall preside at all meetings of the Executive Board. The President shall be non-voting ex-officio member of all committees, except the nomination Committee, and in cases of a tie vote. The President shall perform all such duties as are incident to the office or that may be assigned to the President by the Executive Board. A co-signature by the President is required on any checks issued by the Chapter over the amount of \$500.

Section 6. President-elect

The President-elect shall perform the duties of the President during the President's absence or inability to act. The President-elect shall oversee the Chair of recruitment and membership committee.

Section 7. Secretary

The Secretary shall keep the minutes of the meetings of the Members and the Board of Directors. The Secretary shall preserve all papers, letters and records of transactions. The Secretary shall be responsible for disseminating information via electronic mail and/or social media. The Secretary shall issue all notices required by statutes, by these By-laws, or by resolution of the Board of Directors. The Secretary shall sign all instruments requiring the Secretary's signature. The Secretary, within thirty (30) days upon completion of the term of office, shall deliver to the new Secretary all books, papers, and reports covering all transactions that have taken place during the secretary's term of office.

Section 8. Treasurer

The Treasurer shall receive, have custody of, and be responsible for all bookkeeping and accounting of all the funds of the association: Shall see that only the bills that have been approved by the President or Board of Directors are paid; and shall submit a financial statement to the Board of Directors at regular meetings and to the membership at large at the annual meeting. A co-signature by the President is required on any checks issued over the amount of \$500 by the association. Within thirty (30) days upon completion of terms of office, the Treasurer shall deliver to the new Treasurer all papers, books, records and money of the association with a supplemental report covering all transactions that may have taken place since the last report of the treasurer to the membership. At the end of the treasurer's term, an audit of the books may be made by an individual designated by the executive board or/and individual outside of the organization.

Article VII-Committees

Section 1. Standing Committees

The standing committees shall include Bylaws, Education, Public Relations, Advocacy, Nominating, Awards and Scholarships, Fundraising, Special Committee, and Membership & Recruitment.

Section 2. Bylaws Committee

This committee shall consist of at least three members with no limit as to the number of members in the committee. This committee shall receive and study any proposals for amendment to the Bylaws and may initiate proposals for amendments to the same.

Section 3. Education Committee

Shall consist of at least three (3) members with no limit as to the number of members in the committee. This committee shall focus on the need to educate health care providers and the public about the world view, values and needs of Hispanic clients and to work to minimize barriers and obstacles to obtaining good health care. This committee shall also be in charge of providing Continuing Education credits to the membership. This committee shall be responsible for the chapter newsletter.

Section 4. Public Relations Committee

Shall consist of at least three (3) members with no limit as to the number of members in the committee. The committee shall devise ways and means of promoting good will between the public and the association and collaborate in the dissemination of information among the members of the association.

Section 5. Advocacy

Shall consist of at least three (3) members with no limit as to the number of members in the committee. This committee shall monitor legislative action pertaining to health and welfare issues related to Hispanic clients and nurses. Please refer the NAHN's Policy Statement on Political Activity.

Section 6. Nominating Committee

Shall consist of at least three (3) members with no limit as to the number of members in the committee. The nominating committee shall be responsible for preparing and presenting a report to the Secretary of the Board of Directors no later than sixty days prior to the elections. The report shall set forth a slate of candidates, consisting of at least two candidates for each office. The committee must obtain from candidates a statement of qualifications and consent to serve. Ballots shall be mailed or sent via electronic mail to all voting members as specified in the Bylaws.

Section 7. Awards and Scholarships Committee

Shall consist of at least three (3) members with no limit as to the number of members in the committee. This committee shall select recipients of awards and scholarships approved by the Board of Directors and/or the membership at large.

Section 8. Fundraising Committee

Shall consist of at least three (3) members with no limit as to the number of members in the committee. This committee shall be responsible for creating and organizing fundraising activities for the organization.

Section 9. Special Committees

The Executive Board may establish such special committees as deemed appropriate. Such committees shall have such members, duties and terms of office as shall be determined by the body appointing them.

Section 10. Membership and Recruitment Committee

Shall consist of at least three (3) members with no limit as to the number of members in the committee. This committee shall be responsible for the recruitment of new chapter members, and the maintenance of record keeping of established members.

Signature: 

President, ALANA CUETO

GARDEN STATE Chapter of the National Association of Hispanic Nurses

Date Approved: December 2, 2014