

BY-LAWS

NEW JERSEY
ASSOCIATION
OF HEARING HEALTH
PROFESSIONALS, INC.
Updated November 2010

PHILOSOPHIES

The New Jersey Association of Hearing Health Professionals subscribe without reservation to the principle that it has a continuing obligation to the hearing handicapped public.

This obligation is to educate, protect, and help however possible, in the rehabilitation of the hard-of-hearing public.

All New Jersey Association activities are directed towards indoctrinating its members with high moral standards, ethical business practices, educational self- improvement and the desire to avail themselves of all the new concepts and facilities at their command.

The aim and purpose of this dedication is to develop and make full use of maximum skills for the benefit of the hearing handicapped.

MINIMUM STANDARDS

The New Jersey Association of Hearing Health Professionals was the first state organization in the United States to unanimously and voluntarily pass and put into its By-Laws, specific minimum educational standards as to testing, equipment for the testing, fitting, and the dispensing of hearing instruments.

The following committees, within the Association, insure the adherence to these By-Laws.

Ethics Committee
Membership Committee
Educational Committee

ARTICLE I

PURPOSES

The purpose for which the Association is organized is:

1. To promote good will and cooperation among the hearing aid dispensers in the state of New Jersey.
2. To promote the welfare of the hard of hearing public.

3. To encourage the high ethical standards of the members of the New Jersey Association of Hearing Health Professionals as set forth in the CODE OF ETHICS of the International Hearing Society.
4. To promulgate among the general public knowledge and understanding as to the use and value of instruments for the aid to hearing.
5. To improve methods of dispensing, fitting, and using hearing instruments.
6. To foster and encourage the development of a closer relationship between the general public, hearing aid dispensers in the state of New Jersey, and medical profession and others working and allied to the field of audiology.
7. To collect and disseminate information of value to its members and to the general public.
8. To appear for and on behalf of the members, before legislative committees, government bureaus, and other bodies with regard to matters affecting the hearing aid dispensers of the State of New Jersey.
9. To conduct these activities and achieve these objectives without pecuniary profit.

ARTICLE II

MEMBERSHIP

SECTION 1. CLASSIFICATION

Membership in the Association shall consist of the following classifications:

Full Member, Associate Member, Special Member, Affiliate Member, and Life Member.

SECTION 1a. ADMISSION FOR MEMBERSHIP

The Board of Trustees shall provide by regulation for the admission of members and shall prescribe application forms, procedures and fees. The Board of Trustees may create committees for the review and disposition of membership applications, whose decisions shall be reviewed by the Board of Trustees at the instance of any Association member.

SECTION 2. MEMBERSHIP REQUIREMENTS AND PRIVILEGES.

A. Full Member

- “ Must hold a current New Jersey Hearing Aid Dispensers License.
- “ Shall have a full vote at regular membership meetings.

" Shall be eligible to be nominated to serve as an officer or trustee on the Board of Trustees of the Association after being a member in good standing for a period of three (3) years.

" Shall receive Association Newsletter, Education and Association Convention discounts, and all member benefits.

B. Associate Member

" Shall have a Hearing Aid Dispensers license or other professional license such as a medical doctor, audiologist, or speech language pathologist, etc.

" Shall not be able to vote.

C. Special Member

" Shall be a full time student, have a non-audiologist training permit (can become a full member upon being licensed).

" Shall not be eligible to hold an office on the Board of Trustees.

" Shall receive Association Newsletter, Education and Association Convention discounts.

" Shall not be able to vote.

" Shall not be eligible to hold office.

D. Affiliate Member

" Shall be a hearing aid dispenser from a state other than New Jersey.

" Shall get Newsletter but no other benefits or privileges.

E. Life Member

" Any full member of the Association who has been a member in good standing for a minimum of three (3) full years and is no longer a hearing aid dispenser in New Jersey or has retired as a hearing aid dispenser in New Jersey may be appointed to be a Life Member by majority vote of the officers and the trustees of the Association. No further dues will be required.

SECTION 3. MEMBERSHIP VOTING

Each member shall be entitled to cast one vote on all matters which are to be voted on by the general membership.

SECTION 4. REFUSAL TO ADMIT

The Board of Trustees shall have the right to refuse for membership in the Association for any reason which to them shall deem sufficient in the event of such a refusal, the applicant may reapply in one (1) year.

SECTION 5. MEMBERSHIP NON-TRANSFERABLE

Membership in the Association is vested in the individual and is not transferable to another person.

SECTION 6. CHARTER MEMBERS

All members having affiliations with the "New Jersey Hearing Aid Dispensers Association, Inc." prior to June 30, 1960 shall be considered Charter Members.

SECTION 7. TERMINATION OF MEMBERSHIP

If any member at any time be guilty of an act prejudicial to the best interest of the Association, or to the purpose for which the Association is formed, or fails to conduct himself or herself in accordance with the high ethical standards set forth in the "Code of Ethics" of the International Hearing Society, or whose Hearing Aid Dispensing license has been revoked may be terminated from the Association as per Section 7a, with the approval of the Board of Trustees.

SECTION 7a. PROCEDURE FOR TERMINATION OF MEMBERSHIP

1. Persons being considered for termination shall be given at least fifteen (15) days' notice in writing of such pending action. Service of such notice shall be made by either personal service, or by Certified mail, return receipt requested at the last known address. Upon receipt of said notice, said member shall have the right to request a hearing either before the Executive Committee, or the full Board of Trustees. Persons requesting such hearing must do so in writing to the President of the Association, via Certified mail, return receipt requested. Upon receipt of such a request for a hearing, the President shall notify the person as to the time and place of such hearing ten (10) days after receipt of notice of intent of termination is served. Member may request written specification of charges against him. Said member shall have the right to cross-examine or hear any testimony against him. He shall have the right to inspect any written evidence presented, and the right to present his defense, and the right to advice of counsel.

2. Hearing shall be conducted by the Executive Committee of the Association. The Chairman of the Membership Committee and Ethics Committee may be present at these proceedings. Witnesses shall appear at this hearing only.

3. The Executive Committee shall prepare a report of the proceedings and make a recommendation to the Board of Trustees at the next regular scheduled Board meeting. The person being considered for termination of membership may request an audience at the stated meeting and may be represented at the meeting by counsel.

4. The Board of Trustees, after considering the matter, shall then vote. A two-thirds majority vote shall be required to terminate membership. Members of the Board may request a secret ballot on this matter.

5. The Secretary of the Association shall notify the member who has been given a hearing as to the Board's decision. This notification shall be either through personal service or by registered mail.

6. Upon termination of membership, said member shall be required to return membership certificate to the Secretary of the Association.

7. Terminated member may apply for reinstatement to the Association one (1) year from the date of termination. The Board of Trustees and the Membership Committee shall act upon the application in the same manner as a new member applying for the first time and he shall again pay the "application filing fee".

ARTICLE III

OFFICERS AND TRUSTEES

SECTION 1. REQUIREMENTS OF OFFICERS AND TRUSTEES

To be eligible to be nominated under the provisions of these By-Laws, an Officer or Trustee of the Association:

a) Must be a voting member in good standing and to have served as a Trustee for at least one year to become an officer.

b) Must be a voting member in good standing to become a Trustee. C) Must have been actively engaged in dispensing hearing aids for a minimum of three (3) years.

SECTION 2. DUTIES OF TRUSTEES

The Board of Trustees shall have control and general management of the affairs and the business of the Association. Such Trustees shall in all cases, act as a Board, regularly convene, and they may adopt such rules and regulations for the conduct of their meetings and the management of the Association as they deem proper, not consistent with these By-Laws and the laws of the State of New Jersey.

SECTION 2a.

If an Officer or a Trustee should miss two (2) consecutive Board meetings he shall be termed delinquent in his or her duties and therefore be dismissed as an Officer or as a Trustee of the Association, unless there are mitigating circumstances as determined by the President. It is then the duty of the Board to appoint from the general membership a replacement for the balance of that term.

SECTION 3. MEMBERS OF THE BOARD

The members of the Board of Trustees shall consist of thirteen (13) members as follows:

a) The Executive Committee shall consist of the president, Vice-President, Secretary and the Treasurer. Each of these officers shall be elected at the annual meeting of the Association for a term of two (2) years.

b) Trustees, there shall be nine (9) Trustees, two (2) shall serve an alternating two (2) year term, not concurrent with each other. Seven (7) shall serve a one year term. The immediate Past President shall serve as a one (1) year Trustee upon the expiration of his or her office. All Past Presidents shall be Ex-Officio members of the Board for life. They shall not have the right to vote at Board meetings unless they have been again duly elected as an officer or Trustee of the Association.

SECTION 4. BOARD MEETINGS

The Board of Trustees shall hold regular meetings monthly or as the Board deems necessary. Directly following the annual general membership meeting held at the time of the Association annual convention or at such time as is determined by the Board. It shall be at this annual meeting that elections of the Officers and the Board of Trustees shall take place. Special meetings of the Board may be called at any time by the President, or by three (3) members of the Board upon at least ten (10) days notice to each member of the Board, given personally, by mail, telephone or by fax. Notice of any meeting may be waived by the Board.

SECTION 5. QUORUM AT BOARD MEETINGS

A majority of the Board of Trustees at any meeting shall constitute a quorum.

SECTION 6. DUTIES OF THE OFFICERS

President

It shall be the duty of the President to preside at all meetings of the Association, to appoint members to standing committees, to create such other committees and appoint members thereof as is deemed advisable, and to perform such other duties imposed by the laws of Parliamentary Procedure pertaining to the office of President.

Vice-President

During the absence and/or inability of the president to render and perform the duties or exercise the powers of the president, as set forth in these By- Laws or in the act under which this Association is organized, the same shall be performed and exercised by the Vice-President, and when so acting, shall have all the powers and be subject to all the

responsibilities given to or imposed upon the President. The Vice-President shall act as coordinator for requests from the members for action by the Association.

Secretary

The secretary shall keep the minutes of all the meetings of the Board of Trustees and the members in appropriate books. The Secretary shall give and serve all notices of the Association. The Secretary shall be the custodian of the records and correspondence and of the Seal, and affix the latter when required. The Secretary shall keep a list of members so as to show their designation as a member, alphabetically arranged as their respected place of business and place of residence, their post office addresses and shall keep a file of membership applications.

The Secretary shall sign all membership certificates, along with the President. The Secretary shall present to the Board of Trustees at their regular meetings, all communications addressed to the Secretary officially by the President or any officer or member of the Association. The Secretary shall attend to all correspondence and perform all the duties incident to the office of the Secretary.

Treasurer

The Treasurer shall have charge of and be responsible for the maintenance of adequate books of account for the Association, have charge and custody of all funds and securities of the Association, and be responsible for the receipt and disbursement thereof, and perform all duties incident to the office of Treasurer and such other duties as may be assigned to him/her by the President of the Board of Trustees. With the approval of the Board of Trustees, the Treasurer may delegate specified duties to an assistant Treasurer or other person for the effective conduct of the affairs of the Association.

The Treasurer shall render a statement of the condition of the finances of the Association at each regular meeting of the Board of Trustees, at such other times as shall be required, and a full financial report at the annual meeting of the members.

SECTION 7. ELECTION

The Officers and Trustees of the Association shall be elected by a ballot at the annual general membership meeting held at the time of the Association annual convention, and shall hold office until their successors are elected. The Officers' and Trustees' term of office shall commence at the completion of the elections for such Officers and Trustees at the annual meeting.

SECTION 8. RESIGNATION

The resignation of any Officer or Trustee shall be tendered to the Board of Trustees. If, in the opinion of the Board of Trustees, an Officer or Trustee becomes delinquent in his duties, his resignation shall be requested.

SECTION 9. VACANCIES

If any vacancy shall occur in any office in the Board of Trustees by reason of resignation, death, or otherwise, the Board of Trustees shall appoint a qualified voting member of the Association to fill such vacancy until the following regular general membership meeting.

ARTICLE IV

ANNUAL MEMBERSHIP MEETINGS

SECTION 1.

The Annual meeting of the Association, at which members of the Board of Trustees and Officers shall be elected, shall be held at the time of the Association annual convention each year, or such time and place as shall be selected by the Board of Trustees in accordance with the provisions of these By-Laws. The Board of Trustees of the Association shall present a complete report of the activities of the Association for the preceding year. Such reports may be waived by the vote of the membership at said meeting.

SECTION 2. SPECIAL MEETINGS

In addition to the annual general membership meeting, the President shall, with the approval of the Board of Trustees, call at least one (1) other general meeting as as many other additional meetings as the Board deems necessary.

SECTION 3. NOTICES

Notices of all meetings of the Association shall be sent by mail or by electronic mail to each member at least two (2) weeks before the date of such meeting and shall state the time, date, and the place and the purposes thereof. The failure of notice to any individual member shall not affect the validity of any business transacted at any meeting for which notice was mailed to at least a majority of the voting membership.

SECTION 4. QUORUM

Twenty percent (20%) of the voting membership of the Association shall constitute a quorum for all voting purposes at a general membership meeting except for alterations or amendments to the By-Laws as defined in Article IX.

SECTION 5. WAIVER OF NOTICE

Notice of any meeting described by these By-Laws may be waived in writing or by electronic mail by any voting member.

SECTION 6. PROXY VOTE

All voting members in good standing shall have the privilege of voting by proxy. A proxy vote may be used only in voting for the change and amendments to the By-Laws of the Association, providing that the said proxy is given to another voting member in good standing, and presented to the Secretary of the Association prior to the voting.

Proxy shall consist of:

1. Date of the General Membership Meeting for which the proxy is valid.
2. Name of the voting member to whom proxy is given.
3. Signature of the voting member authorizing the proxy.
4. Voting member authorizing the proxy shall vote Aye or Nay.

Failure to comply with these requirements shall render the proxy invalid.

ARTICLE V DUES AND FINANCES

SECTION 1. AMOUNT, DELINQUENCY

The amount of the annual dues for all classifications of membership shall be set by the Board of Trustees, with the approval of a majority of the voting membership present at any general membership meeting. Dues are payable annually. Dues notices shall be sent out by the Treasurer of the Association by January 1 by mail or electronic mail and shall be considered in arrears thirty (30) days after same. If the dues of any member be unpaid at the time of the next general membership meeting, he shall not be in good standing. At such time as a member shall be thirty (30) days in arrears, the Treasurer of the Association shall by mail or electronic mail a notice of delinquency. If the dues of any member be not paid within thirty (30) days of such notice of delinquency, his membership shall automatically terminate on that date by reason of nonpayment.

SECTION 1a. WAIVER OF DUES

The Executive Committee, after investigating, has the power to waive dues and assessments of a member for hardship or any other reason it deems proper.

SECTION 2. REINSTATEMENT OF MEMBERSHIP

The Executive Committee shall have the power to designate the amount of back dues and assessments to be paid by any person applying for reinstatement.

SECTION 3. DEPOSIT OF FUNDS

The funds of the Association shall be deposited or kept in a bank, trust company or savings and loan institution. Such funds shall be disbursed upon the order or orders of not less than two (2) Officers of the Association as may be approved by the Board of Trustees.

SECTION 4. FISCAL YEAR

The fiscal year of the Association shall begin on January 1 of any year.

ARTICLE VI NOMINATING COMMITTEES

The President shall appoint at the regular Board meeting two months prior to Election of Officers of each year a committee on nomination, consisting of three (3) voting members from the general membership to nominate candidates for Officers and Trustees. No Officer or Trustee shall be appointed to the committee of nomination.

The Chairman of the nominating committee shall report to the Secretary of the Association, by the October Board meeting, the slate of Officers and Trustees chosen by the nominating committee. The slate of Officers and/or Trustees shall then be presented to the voting membership of the Associating in writing by mail or electronic mail thirty (30) days before the General Membership meeting.

Nominations for Officers and Trustees can be made from the floor of the General Membership meeting, by any voting member in good standing, in addition to that made by the appointed Nominating Committee.

ARTICLE VII STANDING COMMITTEES

The President shall designate, at the annual meeting, the Chairman of each standing committee. The Vice-President shall act as liaison between the President and the standing committees and shall instruct all committee chairman as to the duties of the committees as desired by the President. The Vice- President shall report to the President on the activities of all standing committees regularly.

The following shall be the Standing Committees of the Association:

1. Membership
2. State and Federal Agencies
3. Ethics
4. State Board Liaison
5. Education
6. Legislative
7. Meeting Arrangements

8. Public Relations
9. Parliamentarian
10. Conventions
11. Robert Ahrens Memorial Fund, Inc.

ARTICLE VIII RULES OF PROCEDURE

The rules of procedure at meetings of the members of the Association shall be according to "Robert's Rules of Order" so far as applicable and when not inconsistent with these By-Laws.

The rules of procedure may be suspended by a majority vote of those present at any meeting.

ARTICLE IX AMENDMENTS TO THE BY-LAWS

Amendments to these By-Laws may be proposed by any voting member of the Association. These amendments must be submitted to the Secretary of the Association in writing. The Secretary will present said proposal to the Board of Trustees for its consideration at the regular scheduled Board of Trustees meeting. If approved by a majority vote of the Board of Trustees, the proposed shall be presented to the next general membership meeting for approval or rejection. A notice thereof shall be sent by mail or electronic mail by the Secretary of the Association; at least fifteen (15) days prior to said meeting. If approved by a majority of the voting membership present, at a duly constituted meeting, the amendments shall immediately become part of these By-Laws. If the Board of Trustees fails to approve the proposal, for amendment, a written petition signed by five (5) voting members submitted to the Secretary, shall cause the Secretary to send official notice as aforesaid to the general membership without the approval of the Board of Trustees. The Secretary shall present the petitioned proposal for change at the next general meeting. If approved by majority vote of the voting membership present at a duly constituted meeting, the amendment shall immediately become part of these By-Laws.

ARTICLE X DEFINITIONS

In these By-Laws, unless the context requires otherwise;

- a. Association shall mean New Jersey Association of Hearing Health Professionals, a New Jew Jersey Corporation, not for profit.
- b. Words importing the masculine gender include the female gender.
- c. Persons shall mean individuals or corporations.