New Jersey State Nurses Association
Region 6—Bylaws

Mission Statement

Region 6 in accordance with the philosophy and bylaws of New Jersey State Nurses Association (NJSNA), comprised of professional nurses, advances the profession, delineating the practice of nursing through standard setting, education and research, formulating public policy, fostering excellence and quality of health delivery.

Philosophy

Region 6, a regional member of The New Jersey State Nurses Association (NJSNA), is organized for individual professional nurse members to participate in activities for the advancement of nurses and nursing and to promote the profession as an essential, independent and distinct social service.

The Region asserts nurses’ constituted authority to carry out defined functions while controlling and expanding the domain of interest and the scope and practice of nursing. As an advocate for all nurses within the profession, the Region acknowledges self-governance and promotes collegiality.

The Region characterizes and identifies itself with the improvement of the health of the society and continues to carry out a commitment and responsibility to ensure the continued growth of individually accountable nursing services by promoting ethical and optimal standards of nursing practice, education, administration, research and service through established committees. To forward professionalism and the power necessary to carry out nursing’s social contract, the Region reaches out to nurses through its structure, program and resources striving for one forum for the identification of the entire profession. The members, officers, and board of directors of the Region share the following common beliefs from which the Region’s actions and purposes emanate:

- Nursing is an essential part of the society it serves.
- Nursing is a professional practice discipline that includes the roles of care provider, educator and researcher.
- Nursing is the diagnosis and treatment of human responses to actual or potential health problems.
- Nursing is dynamic and responds to health needs of those served.
- The membership is responsible for the enunciation and maintenance of high standards of nursing practice.
- The region is concerned with the professional growth of its members and requires continuing education of its members so that the needs of people will be met in changing societal conditions.
- The Region’s membership strives for nursing care of the public that is qualitative, accountable and autonomous.
The Region serves as a unified voice on nursing issues in the counties comprising the Region cooperates with other health care organizations for the improvement of health standards.

The Region advances the economic and general welfare of nurses to make it possible for nurses to practice through participative decision-making.

The Region invites nurses to engage in socially significant work, to increase knowledge through research, to protect nurses and to develop leaders.

**Article I  Name. & Affiliations**

**Section 1.  NAME**
The Name of this region shall be Region 6 of the New Jersey State Nurses Association hereinafter referred to as Region 6.

**Section 2.  AFFILIATION**

Region 6 is a regional member of New Jersey State Nurses Association.

**Article II  Membership and Dues**

**Section 1.  COMPOSITION**

Region 6 shall consist of professional nurses, each of whom shall hold concurrent membership in NJSNA. Membership shall be unrestricted by considerations of age, color, creed, disability, lifestyle, nationality, race, religion or gender.

**Section 2.  RIGHTS OF MEMBERS**

Every member shall have the right to:

a. Attend Region 6 meetings.
b. Participate in Region 6 elections.
c. Be a candidate for ANA, NJSNA and Region 6 elective and appointed positions.

**Section 3.  OBLIGATIONS OF MEMBERS**

Every member shall be obligated to:

a. Uphold the bylaws of ANA, NJSNA, and Region 6.
b. Abide by the ANA *Code for Nurses*

**Article III  Board of Directors**

**Section 1.  DEFINITIONS**
The Board of Directors is composed of elected members and serves as the agent for Region 6 membership.

Section 2. MEMBERSHIP

The business and affairs of Region 6 shall be managed by or under the direction of the Board of Directors which shall exercise all such powers of the Region and do all such lawful acts and things as by these bylaws, directed or required by members. In addition, the Board of Directors shall have the following specific duties and responsibilities:

a. Establish policies governing the affairs of the Region and devise and promote measures for the Region’s growth and development.

b. Provide for the proper care of materials, equipment and funds of this Region for the payment of legitimate expenses and for the annual auditing of all books of account by a certified public accountant.

c. Define the duties of various officers and other persons to be bonded, and fix the compensation of said position.

d. Determine the officers and other persons to be bonded, and fix the amount of said bond for each, and approve the same.

e. Insure that the Region address ethical and human rights issues related to nursing practice, education, research and operation of the Region.

f. Approve the appointment of standing committees and special committees as the need for them arises.

g. Approve the budget prepared by the Planning and Budget Committee, prior to its presentation to the membership at the annual meeting.

h. Make all other appointment not otherwise provided for in these bylaws.

i. Fill any vacancy on the Committee on Nominations, the Board of Directors, and any office except in the office of the President or President-Elect.

j. Develop, promulgate and implement long-term goals of Region 6.

k. Approve the date and location of the annual meeting.

l. Refer proposed amendments to Region 6 bylaws too NJSNA’s Bylaws Committee for an advisory opinion in accordance with the bylaws of NJSNA.

m. Submit proposed amendments of the bylaws at the annual meeting of Region 6for action by the voting body in accordance with these bylaws.

Section 3. COMPOSITION

The Board shall consist of the officers of the Region and elected Chairpersons of Committees. The officers shall be: Regional President, Regional President-Elect, Regional Vice President for Membership, Regional Vice President for Communication, Regional Vice President to the Institute, Regional Vice President to the Congress on Policy, Regional Secretary, Regional Treasurer, Nomination Committee Chairperson, and Atlantic, Cape May, Monmouth, and Ocean County Chairpersons.

Section 4. VACANCIES
The absence of any member from the Board of Directors from two consecutive meetings shall be referred to the Executive Committee for review and action. Special hearings thereon will be held by the Executive Committee on request.

**Section 5. TERMS OF OFFICE**

a. Each Officer shall serve for a term of two years with half the Officers elected in the odd numbered years and the other half in even numbered years.
b. No Officer shall serve more than two consecutive terms. An Officer who has served more than half a term shall be considered to have served a term.

**Section 6. MEETINGS**

a. Regular meetings of the Board of Directors shall be held prior to the annual meeting and at such times and places as shall be determined by action of the Board.
b. Special meetings of the Board of Directors may be called by the President on at least three days’ notice, and shall be called by the President on like notice, upon written request of two or more members of the Board of Directors.

**Section 7. QUORUM**

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

**Section 8. EXECUTIVE COMMITTEE**

There shall be an Executive Committee of the Board of Directors composed of the Regional President, Regional President-Elect, Vice President to Congress, Secretary, Treasurer and the Immediate Past President. This committee shall have all powers of the Board of Directors to transact business of an emergency nature between Board meetings. All transactions of this committee shall be reported at the next regularly scheduled meeting of the Board of Directors. A majority of this membership shall constitute a quorum.

**Article IV OFFICERS**

**Section 1. OFFICERS**

The officers of Region 6 shall be:

a. Regional President
b. Regional President-Elect
c. Regional Vice President for Membership
d. Regional Vice President for Communication
e. Regional Vice President to the Institute
f. Regional Vice President to the Congress
g. Regional Secretary
h. Regional Treasurer
i. Atlantic County Chairperson  
j. Cape May County Chairperson  
k. Monmouth County Chairperson  
l. Ocean County Chairperson  
m. Nominating Committee Chairperson

**Section 2. TERMS OF OFFICE**

a. The Regional President shall serve a term of two years and may not serve consecutive terms except in the event president-elect fills a vacancy in the office of president.  
b. The Regional President-Elect shall be elected for a term of two years in the even numbered years and automatically becomes President.  
c. The Regional Vice Presidents for Membership, to the Institute, and the Treasurer shall be elected for a term of two years in the odd numbered years and shall serve no more than two consecutive terms.  
d. The Regional Vice Presidents for Communication, to the Congress on Policy and the Secretary shall be elected for a term of two years in the even numbered years and shall serve no more than two consecutive terms.  
e. The County Chairpersons shall be elected for a term of two years by the voting members in their respective counties and shall serve no more than two consecutive terms. Atlantic and Monmouth Counties’ Chairpersons shall be elected in the odd numbered years and Cape May and Ocean Counties in the even numbered years.  
f. The Nominating Committee Chairperson shall serve a term of one year. The Chairperson will be appointed by the Board of Directors and have been on the committee member for at least one year.

**Section 3. VACANCIES**

a. In the event of a vacancy occurring in the office of Regional President, the Regional President-Elect shall serve as President until a successor is elected.  
b. All other vacancies and officer’ positions shall be appointed by the Board of Directors.

**Section 4. CONFLICT OF INTEREST**

No officer shall serve as an officer or director of any other region if such participation results in conflict of interest with NJSNA as determined by the Board.

**Section 5. DUTIES AND RESPONSIBILITIES**

a. The officers of Region 6 shall perform all duties as required by Region 6 or by its Board of Directors.  
b. All officers upon expiration of their respective terms of office shall surrender immediately all property in their possession pertaining to their office to the Regional President.  
c. The **Regional President** shall:  
   1) Serve as chairperson of Region 6 Board of Directors and Executive Committee.  
   2) Appoint standing and special committees with the approval of the Board of Directors
3) Serve as ex-officio member of all committees except the Nominations Committee.
4) Serve as representative of Region 6 on the NJSNA Board of Directors.
5) Preside at all meetings of Region 6 and conduct them by a formal order of business.
6) Prepare an annual and such other reports as required by the NJSNA board of Directors.
7) Deliver an annual address
8) Perform all of the duties of the office.

d. The **Regional President-Elect** shall:
   1) Assume all duties of the Regional President in the Regional President’s absence.
   2) Serve as an ex-officio member of all standing Committees.
   3) Assume such duties as assigned by the Regional President or Board of Directors of Region 6.
   4) Chair of Region By-Laws Committee and member of State By-Laws.

e. The **Regional Vice President for Membership** shall:
   1) Keep an accurate list of the names and addresses of all members.
   2) Serve as chairperson of Region 6 Membership committee
   3) Represent Region 6 on NJSNA’s Facilitating Council
   4) Encourage new member’s immediate participation in Region 6 activities.
   5) Send copy of Regional By-Laws to new members.

f. The **Regional Vice President for Communication** shall:
   1) Represent Region 6 on the NJSNA Facilitating Council
   2) Provide a channel of communication for members in Region 6.
   3) Serve as liaison for interregional communication.
   4) Submit region 6 news to New Jersey Nurse for each issue.

g. The **Vice President to the Institute** shall:
   1) Provide guidance for all of Region 6 education, research, and fund raising activities.
   2) Represent Region 6 at the Institute for Nursing.
   3) Overseeing and insuring all CEU programs.

h. The **Vice President to the Congress** shall:
   1) Serve as Representative for Region 6 InPac.
   2) Develop and maintain a legislative network for Region 6.
   3) Represent Region 6 on NJSNA’s Congress on Policy.

i. The **Regional Secretary** shall:
   1) Keep the minutes of all meetings of the Region, the Board of Directors and the Executive Committee.
   2) Preserve all papers, letters and transactions of the Region.
   3) Submit a report to the membership at the annual meeting
   4) Notify all officers, and committees of the election or appointment.
   5) Send notices of the time and place of all meetings.
   6) Send to the Secretary of NJSNA the names and addresses of all officers, and chairpersons immediately after their elation or appointment.
   7) Conduct the general correspondence of Region 6.
   8) Keep an up-to-date copy of Region 6 By-laws and provide a copy to NJSNA.
   9) Send to the NJSNA Bylaws committee for review and comment all proposed amendments to Region 6 Bylaws before their adoption.
10) Submit a list of nominees for ANA delegates and NJSNA and SNS office to NJSNA Committee on Nominations.
11) Report to NJSNA as may be required by the Board of Directors.

j. The Regional Treasurer shall:
   1) Receive and have charge of all funds of Region 6, deposit such funds in a bank designated by the Board of Directors and disburse as may be ordered by the President.
   2) Report to the Board of Directors the financial standing of Region 6 whenever requested to do so and make a full report to Region 6 at the annual meeting.
   3) Keep an itemized account of all receipts, disbursements and investments and give a written report thereof at meetings of the Board of Directors.
   4) Five bond subject to the approval of the Board of Directors and have all approved by the Board of Directors.

k. The County Chairpersons shall:
   1) Act as liaison between the members of their respective counties and the Regional Board of Directors.
   2) Plan county meetings/activities at least twice a year.
   3) Represent County on membership committee.

l. The Nominating Committee Chairperson shall:
   1) Serve as representative from the committee to the Board of Directors.

Article V Meetings of the Region

Section 2. ANNUAL MEETING

a. There shall be an annual meeting of the Association. The time and place of the meeting shall be designated by the Board of Directors.
   1) Agenda
      a. Call to Order
      b. Reports of Standing Committees
      c. Reports of Special Committees
      d. Address of the President
      e. Unfinished Business
      f. New Business
      g. Adjournment
   2) Notice of the annual meeting shall be mailed to the membership at least 30 days before the beginning of the annual meeting.
   3) Quorum: Three members of the Board and two percent of the membership rolls, as of the first day of the month preceding the annual meeting.

Section 2. SPECIAL MEETINGS

Special meetings of this Association may be called by the Board of Directors and shall be called by the president upon written request of the majority of the counties. No business other than that specified in the call thereto, shall be considered at any special meeting.
Section 3. **VOTING**

Each member who is present and in good standing shall be entitled to one vote.

**Article VI**   **Standing Committees**

**Section 1.** **DEFINITIONS**

Standing Committees shall be:
- Bylaws Committee
- Membership Committee
- Nominations and Elections
- Committee

**Section 2.** **BYLAWS COMMITTEE**

a. Consists of at least one member from each County or as appointed by the Board and Chaired by the President-Elect.
b. Suggest and receive all proposed amendments to these bylaws.
c. Review the rules of each standing committee and advise concerning proposed amendments to their rules in order that they are not in conflict with the Bylaws of this Region.

**Section 3.** **MEMBERSHIP COMMITTEE**

a. Consists of at least one member from each county and/or the County Chairperson and is chaired by the Regional Vice President for Membership.
b. Studies and evaluates matters relating to membership.
c. Develops plans for retaining and increasing membership.

**Section 4.** **NOMINATIONS AND ELECTIONS COMMITTEE**

a. Consists of at least four members with one to two from each of the represented counties, each elected for two-year terms with the Chairperson appointed by the Board of Directors. Approximately half of the membership shall be elected in even years with the remaining half elected in odd years. A member is eligible for election to a second consecutive term.
b. Solicit and receive names of members for candidates for office.
c. Ascertain the member’s eligibility, qualifications and willingness to serve.
d. Prepare a slate with one or more candidate’s names for each office.
e. Mail a secret ballot with a biography of each candidate by first class mail to all members in good standing at least eight weeks before the end of the organizational year with a deadline for return of three weeks.
f. Voting shall not be limited to those nominees on the ballot. Voters may write on the official ballot, the names of other eligible candidates.
g. The Nominations and Elections Committee shall serve as tellers in counting the ballots and report the results immediately to the President for presentation to the membership at annual meeting.
h. A majority vote shall constitute and election and in the case of a tie, the choice shall be determined by lot.

Section 5. VACANCIES

The absence of any member from two consecutive meetings shall be referred to the Board of Directors for review and action.

Article VII Organizational Year

The organizational year shall be June 1st to May 31st.

Article VIII Amendments

Section 1. AMENDMENTS WITH NOTICE

All proposed amendments shall be referred to the Bylaws Committee for study and recommendation. The Bylaws Committee shall see that all proposed amendments or revisions with the Committee’s recommendation shall be submitted to the Board of Directors for approval. These bylaws may be amended/revised at the annual meeting by a two-thirds vote of the members present and voting.

Section 2. AMENDMENTS WITHOUT NOTICE

These Bylaws may be amended at any annual meeting by 75 percent of the members present and entitled to vote and voting without previous notice provided the proposed amendment(s) has (have) been referred to the Bylaws Committee for study and recommendation.

Adopted: June 22, 1999
Revised: January 12, 2000