COASTAL DISTRICT DENTAL SOCIETY

OF

THE SOUTH CAROLINA DENTAL ASSOCIATION

Revised September 5, 2014

CONSTITUTION

ARTICLE I - NAME

The name of this organization shall be the Coastal District Dental Society, a component of the South Carolina Dental Association.

ARTICLE II - OBJECT

The object of this Society shall be to encourage the improvement of the health of the public and to promote the art and science of dentistry.

ARTICLE III - CHARTER

This Society shall operate under a charter granted by the State of South Carolina as an eleemosynary corporation. This Society shall be a component of the American Dental Association and of the South Carolina Dental Association and shall be governed by the Constitution and By-laws of the South Carolina Dental Association and those of the American Dental Association.

ARTICLE IV - ORGANIZATION

Section 1 - Incorporation and Dissolution

This Society is a non-profit corporation organized under the laws of the State of South Carolina and shall be a complete and separate component organization of the South Carolina Dental Association. If this Society shall be dissolved at any time, no part of its funds or property shall be distributed to, or among its members but, after payment of all indebtedness of the Society, its surplus funds and properties shall be used for dental education and dental research in such a manner as the then voting members of the Society may determine.

Section 2 – Study Clubs

Study Clubs shall be those local dental societies or dental associations organized as such in conformity with Chapter III of the By-laws.
Section 3 - Membership

The membership of this Association shall be composed of dentists and other persons whose qualifications and classifications are established in Chapter I of the By-laws.

The qualifications for membership, discipline of members of censure, and suspension or expulsion are provided for in the By-laws.

ARTICLE V - GOVERNMENT

The legislative and governing body of this Society shall be a Board of Directors, which may be referred to as "the Board" or "this Board", the number of and procedure for electing members of the Board of Directors shall be as provided in Chapter II of the By-laws.

ARTICLE VI - OFFICERS

Officers of this Society shall be a President, a President-Elect, a Vice-President, and a Secretary-Treasurer, each of whom shall be elected by the membership at its annual meeting as provided in Chapter II of the By-laws.

ARTICLE VII - ANNUAL MEETING

The Annual Meeting if this Society shall be conducted in accordance with Chapter I, Section 9 of the By-laws.

ARTICLE VIII - CODE OF ETHICS

The Principles of Ethics of the American Dental Association and the Code of Ethics of the South Carolina Dental Association shall govern the professional conduct of all members of this Society. This Society shall have authority to adopt additional provisions not in conflict with those of the American Dental Association and the South Carolina Dental Association as this component's Code of Ethics. A copy of these rules shall be available upon request from the Secretary of this Society.

ARTICLE IX - AMENDMENTS

This Constitution may be amended by a two-thirds (2/3) affirmative vote of the voting members present at any regular meeting of the Society, provided the proposed amendments shall have been presented in writing at a previous regular meeting. However, a proposed amendment may be adopted immediately at a regular meeting by a unanimous vote of the voting members present. In either case, the members present must constitute a quorum.
By-Laws

CHAPTER I - MEMBERSHIP

Composition

The members of this society, other than Honorary, shall be dentists licensed by the South Carolina State Board of Dental Examiners and practicing the profession of dentistry in the following area:
Area 1: Calhoun, Orangeburg, Bamberg, Calhoun, Barnwell, Allendale, Hampton, Jasper, Beaufort
Area 2: Berkeley, Dorchester, Colleton, Greater North Charleston Area
Area 3: Greater North Charleston I
Area 4: Greater Charleston II

Section 1 - Classifications

The members of this Society shall be classified as follows:
Active Members, Life Members, Disability Members, Honorary Members, Teaching Members, and Retired Members.

Section 2 - Qualifications

A. Active Member: A licensed dentist, residing or practicing in this State, who is a member in good standing of this Society and the American Dental Association, may be classified as an active member. See Special Continuing Education Requirements (page 2 of these By-laws).

B. Life Member: A dentist who has been a member in good standing of the South Carolina Dental Association for thirty-five (35) consecutive years, or a total of forty (40) years of active membership and has attained the age of sixty-five (65) may apply to the House of Delegates for life membership. Maintenance of membership in good standing in his component society shall be required for continuance of life membership in this Society.

A dentist who has held twenty-five (25) years of membership in the National Dental Association and who has subsequently held at least ten (10) years of membership in this Society, after complying with other requirements of life membership in this Society, may be classified as a life member of this Society.

C. Disability Member: A dentist who is an active member in good standing of this Society, if through illness or disaster is financially unable to pay his dues, may be elected to disability membership by the House of Delegates after his eligibility has been established. The House of Delegates may elect such member to disability membership for one year at a time as long as the above conditions exist.
The dentist being considered for disability membership shall furnish all information necessary for the House of Delegates to properly judge his eligibility for membership.

D. Honorary Member: A dentist who is an active member in good standing of this Society who has honorably retired from practice, or a reputable practitioner of dentistry from another state, or a research worker not actively engaged in the practice of dentistry but whose research is of such scientific nature as to further the art and science of dentistry, or an educator who has improved the methods of dental education, or any person who makes a significant contribution to dentistry, may be elected to honorary membership by a majority vote of the members present at an annual meeting on the recommendation of the House of Delegates.

E. Teaching Member: A dentist who is engaged as a full-time professor or teacher, or instructor in a duly accredited school of dentistry in South Carolina, and who is duly licensed in another state, whose license is in good standing and who has not taken the South Carolina Board and is a member of the American Dental Association, may become a teaching member of this Society.

F. Retired Member: An active member in good standing, who has been an active member of twenty-five (25) years or more, and is now a retired member of his component society, and no longer earning income from the performance of service as a member of the faculty of a dental school as a dental administrator or consultant, or as a practitioner of any activity for which a license to practice dentistry or dental hygiene is required by the state, may be classified as a retired member upon application to the House of Delegates in any year and upon election by the House of Delegates in that same year. To qualify for retired membership status, the active member shall submit an affidavit attesting to his retirement through his component society. His component society shall submit his certificate verifying such retirement. Maintenance of active or retired membership in good standing in his component society entitling him to all the privileges of an active member, shall be entitled to and continuance of retired membership in this Society.

Section 3 - Election

A. Election as an Active Member: All applications for membership in this Society shall be made either to the District Secretary or the SCDA office on the American Dental Association Membership Application. If the application is received by the District Secretary or any other officer, it shall be forwarded to the SCDA Membership Manager. The application shall be investigated by the SCDA Membership Manager. Once the applicant has been accepted into membership by the ADA and SCDA, the new member shall be eligible for all SCDA benefits. The SCDA Membership Manager shall provide a list of those accepted into membership to the District President and President Elect prior to each District meeting.

Should a dentist who is a member of the State Association and therefore a member of a component society move so that due to district boundaries he must change his membership to another district component, that dentist may remain a member of the original component until the end of the fiscal year, at which time his membership shall end. Membership in the new district component shall be obtained by contacting the SCDA Membership Manager and making them aware of the transfer.
B. Election as a Life Member: As stated in Chapter I, Section 2 - B of these By-laws.

C. Election as a Disabled Member: As stated in Chapter I, Section 2 - C of these By-laws.

D. Election as an Honorary Member: As stated in Chapter I, Section 2 - D of these By-laws.

E. Election as a Teaching Member: All applications for a teaching membership in this Society shall be made in writing to the Secretary of the Society in which the candidate teaches. The application shall be processed in the same manner as for an Active Member.

F. Election as a Retired Member: As stated in Chapter I, Section 2 - F of these By-laws.

Section 4 - Good Standing

A member of this Society who is not under final sentence of expulsion and whose dues for the current calendar year have been paid shall be considered a member in good standing. A member of this Society while receiving assistance from the relief fund of the SCDA shall be exempt from the payment of dues and shall be considered to be in good standing during the period of such assistance.

An active member whose dues for the current year have not been received by March 15 of that year shall cease to be a member of the Association. Applications for reinstatement shall be as in Section 3 of this Chapter and shall be processed as though the candidate were applying for original membership.

Section 5 – Privileges

A. Active Member: An active member in good standing shall be entitled to admission to any scientific or general business session of this Society, be entitled to all services as are provided by the Society, and have the privilege of participating and voting at any general business session.

An active member in good standing shall be eligible for election as a delegate or an alternate delegate to the House of Delegates of this Society or the American Dental Association, and for election or appointment to any office, committee, board, or similar position in the Society, except as otherwise hereinafter provided.

B. Life Member: A life member in good standing shall be entitled to the privileges of an active member.

C. Disabled Member: A disabled member in good standing shall be entitled to all privileges of an active member.

D. Honorary Member: An honorary member in good standing shall be entitled to admission to any scientific or general business session of this Society, but shall not be allowed the privileges of holding office in the Society, participating or voting at any business meeting of this Society.
E. Retired Member: A retired member shall be entitled to all the privileges of an active member except that his years of retired membership shall not be included as years of active membership for the purpose of determining eligibility for life membership.

Section 6 – Professional Conduct of Members

The professional conduct of every member of the Society shall be governed by the Principles of Ethics of the American Dental Association and the Code of Ethics of the South Carolina Dental Association.

Section 7 – Discipline of Members

A. A member may be disciplined by his component society or the South Carolina Dental Association for (1) having been found guilty of a felony or any member having been reprimanded, disciplined or sentenced by final actions of any court or other authority of competent jurisdiction, (2) having been found guilty of violating the dental laws of South Carolina, (3) violating the By-laws of this Association, (4) violating the Bylaws and/or Principles of Ethics and Code of Professional Conduct of the American

B. Disciplinary Penalties: A member may be placed under a sentence of censure, probation, suspension, or expulsion for any of the offenses enumerated in Section 7- A of this Chapter.

A sentence of suspension shall not abrogate any contractual relations between the disciplined member and a third party.

C. Disciplinary Proceedings: Disciplinary proceeding shall be invoked in accordance with Section 60, Chapter I of the By-laws of the American Dental Association 1957.

Section 8 - Resignation of Membership

A member in good standing of this Society, against whom disciplinary proceedings have not been invoked, upon written application to the Secretary, may resign his membership.

Section 9 - Meetings of the Society

A. Annual Meeting: The annual meeting of the Society shall be held in the Fall at a time and place designated by the Board of Directors. At this time all elective officers and directors shall be determined as required under Chapter II, Section 3.

B. Regular Meetings: The regular meetings of the Society shall be held twice a year at a time and place designated by the Board of Directors.

C. Special Meetings: Special meetings of the Society shall be called by the President upon the direction of a majority of the directors or upon written request of ten (10) percent of the
voting membership of the Society. A written notice of the purpose, time and place, of this meeting shall be sent to all members at least five (5) days prior to the date set.

D. Quorum: One fourth (1/4) of the fully privileged members of this Society shall constitute a quorum for the transaction of business at any meeting of the Society.

E. Order or Business: The President shall determine the order of business for each meeting.

Section 10 - Finances

Dues

A. Active Member: The dues of this Society shall be payable annually in advance to the South Carolina Dental Association. Membership is effective from January 1 through December 31. Dues of the district society, the annual dues of the American Dental Association, and the annual dues of the South Carolina Dental Association shall be collected by the South Carolina Dental Association Office. It still remains the responsibility of each member to pay dues promptly even if not personally contacted by the South Carolina Dental Association Office. The Board of Directors shall have the right to set the dues of this component society.

B. Life, Disabled, and Honorary Member: Life, Disabled and Honorary Members shall be exempt from the payment of dues.

C. New Members: A new member who has just been graduated from a school of dentistry shall be exempt from the payment of dues for the remainder of that year. Dues for the first year after graduation shall be one-half (1/2) the Annual District dues. Dues for the second year after graduation shall be one-half (1/2) the annual District dues. Beginning the third year, dues shall be full active annual dues. Any other new member shall pay the full annual dues except when he becomes a member after July 1, in which case the dues will be one-half (1/2) the annual dues for that year. If a new member has paid dues in another state for the year in which he becomes a member of the South Carolina Dental Association, he will pay no additional state or district dues for that calendar year.

D. Former Active Member: A former active member of this Society upon being re-elected to active membership shall be required to pay the full year's dues.

E. Teaching Member: The dues for a teaching member shall be the same as for an active member.

F. In Service: An active member in good standing of this society upon involuntary entry into military service shall be exempt from the payment of dues during the period of military service and shall be considered a member in good standing during such service.

G. Retired Member: The dues of retired members shall be due January 1 of each year.

H. Transferred Life Member: Members who retire and transfer membership into this State without a previous dues paying period of ten (10) years within South Carolina shall be assessed a
fee to cover administrative cost, cost of social events and meals in which they participate. This fee shall be collected by the Central Office of the South Carolina Dental Association.

I. Expenses: All officers and committee members of this Society shall be reimbursed for such expenses as may be necessary for the proper conduct of their offices.

CHAPTER II - BOARD OF DIRECTORS

Section 1 - Composition of Board of Directors

The authorized number of the Directors of the Society shall be nine (9). In addition, the Editor, as appointive officer, shall be an ex-officio member without voting privileges. All Directors must be active or life or associate members of this society. The Board of Directors shall be constituted as follows: President, President-elect, Vice-President, Secretary-Treasurer, Past President, and four representatives elected by the members of Areas 1, 2, 3, and 4 as defined in Chapter I.

Section 2 – Powers

All corporate powers shall be exercised by, or under the authority of and the business and the affairs of the corporation, shall be controlled by the Board of Directors. The Board of Directors shall have the following powers:

A. To conduct, manage, and control the affairs and the business of the corporation and to make rules and regulations consistent with the articles of this corporation and its By-laws.

B. Upon an affirmative vote of a majority of the total members of the Board of Directors present, to borrow money and incur indebtedness for the purpose of the corporation, and to cause to be executed in the corporate name promissory notes, bonds, deeds of trust, pledges, or other evidence of debt and securities therefore;

C. To hear and determine cases of grievances from members and charges against any officer or member of the Society;

D. To remove from office any officer or committeeman for misconduct in office, or incompetency, or neglect of duties of his office upon a two-thirds (2/3) vote of the Board of Directors.

E. To place a member under a sentence of censure, probation or suspension or expel him from membership for any of the offenses enumerated in Chapter XI Section 20 - A of the American Dental Association.

Section 3 - Election and Term of Office

Voting to determine the elective directorships shall be held no later than one week following the Fall Meeting by vote of the members in Areas 1, 2, 3, and 4 by caucus at the Fall Meeting or at some other regular meeting. The name of the elected director must be transmitted to the District
Secretary no later than two weeks following the Fall Meeting.

Section 4 - Meetings

The Board of Directors shall determine its meeting place by resolution and the meetings shall be held Bi-Annually except during the summer recess. Special meetings of the Board of Directors shall be held whenever called by the President or by three or more members of the Board.

Section 5 - Quorum

A majority of the Board of Directors shall be necessary to constitute a quorum.

CHAPTER III - STUDY CLUBS

Members in good standing in this Society who practice or reside in any city or community of the State of South Carolina may organize themselves into a local study club that conforms to the Constitution and By-laws of this Association and of the component society in which it is located. Such a study club shall not be an official component of this society.

CHAPTER IV – OFFICERS

The officers of this Society shall be a President, President-Elect, Vice-President, and Secretary-Treasurer. Those elected to office shall assume their duties after the Annual Meeting of the South Carolina Dental Association. The term of office for all elected officers of this Society shall be for one year.

Section 1 - Election of Officers

A. President-Elect: The President-Elect shall succeed to the office of President without other election at the next annual session of the Association following his election as President-Elect, provided, however, he is a voting member in good standing at that time.

B. Vice-President: The Vice-President shall succeed to the office of President-Elect without other election at the next annual session of the Association following his election as Vice-President, provided; however, he is a voting member in good standing at that time.

C. Secretary-Treasurer: The secretary-Treasurer of this Society shall practice and reside in the district by which such person is nominated. The nomination shall be presented to the Society at its annual business meeting by the Nominating Committee for election. The Secretary-Treasurer shall succeed to the Vice-President without further election at the next annual session of the Association following the election as Secretary-Treasurer, provided, however, such person is a voting member in good standing at that time.
D. Historian and Librarian: These officers shall be nominated to the Society by the Nominating committee. Additional nominations for these offices may be made from the floor. Election shall be by the Society.

E. Delegates and Alternate Delegates: The Nominating Committee shall at the Spring Meeting present nominations for Delegates and Alternate Delegates to the South Carolina Dental Association. The number of Delegates and Alternate Delegates shall be of equal number and shall be one for each fifteen or fraction thereof as provided for by the South Carolina Dental Association By-laws, Chapter IV, Section I- A.

Section 2 - Tenure of Office

The elective and appointive officers shall serve for a term of one (1) year or until their successors are elected or appointed and installed.

Section 3 - Removal from Office for Cause

Any elected officer or committee/council chairman (elected or appointed) who shall fail to perform the prescribed duties of his office or who shall perform in such a manner as to bring discredit or embarrassment to the Society, shall be subject to reprimand by the Board of Directors. Should his actions continue to be unsatisfactory, the Board of Directors may remove the offending office holder or committee/council chairman by two-thirds (2/3) vote of its members present and voting.

The vacancy so created shall be filled by a majority vote of the Board of Directors. Such appointment is to be effective until the next regular meeting of the society. The appointee shall meet the prerequisites outlined in these By-laws for the office or chairmanship to which he is being appointed.

Section 4 - Vacancies

In the event the office of the President becomes vacant, the President-Elect shall become President for the unexpired portion of the term and for his own term of office. In the event the office of Vice-President becomes vacant, the Board of Directors by majority vote shall select a Vice-President for the unexpired portion of the term.

Section 5 - Duties of Officers

A. President

It shall be the duty of the President to:
1. Supervise and direct the business of the Society.
2. Appoint chairmen of all committees not otherwise provided for in these By-laws; he shall have general supervision over the work of all standing committees and shall have the power to remove and replace any committee member at any time for just cause.
3. Form and appoint members to special committees and to designate their chairmen, as needed, subject to the ratification of the Board of Directors.
4. Serve as chairman of the Executive Committee.
5. Preside at all meetings of the Society and the Board of Directors.
6. Serve ex-officio on all standing committees.
7. Shall make himself familiar with the Constitution and By-laws of the South Carolina Dental Association and shall insure that all requirements therein pertaining to this Society are fully and efficiently carried out.
8. He shall be a member of the House of Delegates of the South Carolina Dental Association.
9. He may appoint a parliamentarian.
10. He shall be a member of the South Carolina Dental Association's Board of Governors.
11. He is responsible for contacting District Delegates and Alternate Delegates prior to each House of Delegates Meeting.

B. President-Elect

It shall be the duty of the President-Elect to:
1. Act in the absence of the president.
2. Succeed to the office of President in case of removal, resignation or death of the President.
3. Be elected automatically to the office of President at the end of his term, provided he is an active member in good standing of the Society at that time.
4. He shall be a member of the House of Delegates of the South Carolina Dental Association.
5. Plan and arrange the scientific program for the regular meetings of the society.
6. Supervise the dental educational phase of the Society's activities such as seminars, refresher and post-graduate courses.
7. Arrange for the meeting place for regular and special meetings of the Society.
8. Arrange for all social and entertainment functions sponsored by the Society.

C. Vice-President

It shall be the duty of the Vice-President to:
1. Act in the absence of the President and President-Elect.
2. Succeed to the office of President-Elect in case of removal, resignation or death of the President-Elect.
3. Be elected automatically to the office of President-Elect at the end of his term, provided he is an active member in good standing of the Society at that time.
4. Keep an up-to-date copy of the Constitution and By-laws of this Society showing any and all amendments.
5. He shall be a member of the House of Delegates of the South Carolina Dental Association.
6. He shall be Associate Editor of all South Carolina Dental Association Publications.
7. Be responsible for contacting members through telephone tree.

D. Secretary-Treasurer

It shall be the duty of the secretary-Treasurer to:
1. Coordinate the activities of the Executive Committee and the Board of Directors.
2. Keep the minutes, supervise correspondence and affix the seal of the Society to all documents and instruments.
3. Present a report to the Society at its annual meeting.
4. Notify members of this Society of the date, place, and hour of all meetings together with a brief description of the program for that particular meeting.
5. He shall be a member of the House of Delegates of the South Carolina Dental Association.
6. He shall be accountable for all funds to his Society and shall give a yearly account of these funds to his Society. He shall deposit all funds of this Society in a banking institution. All disbursements shall be by check.
7. Make a written report of finances and condition of Society to the Board of Directors annually.
8. Serve as chairman of the Budget Committee.
9. Obtain approval of the Board of Directors for payment of any non-budgeted expense, a two-thirds (2/3) vote being necessary to approve.
10. Give due notification to any delinquent members prior to forfeiture of their membership.
11. Shall be covered by a surety bond to cover all funds handled annually by the Secretary-Treasurer ($10,000).
12. Associate Editor of "Bulletin" and all South Carolina Dental Association publications.
13. Develop annual budget for approval by Board of Directors.
14. Be reimbursed for actual expenses for conducting business of District and up to $200 annually for clerical services.

E. Editor

The Editor of this Society shall be appointed by the Board of Directors. He shall serve as ex-officio member of the Board of Directors without the right to vote.

It shall be the duty of the Editor to:
1. Supervise the editing and production of the Society's publications.
2. Attend all meetings of the Board of Directors.
3. Exercise full editorial control over the publications, subject only to policies established by the Board of Directors and these By-laws.

CHAPTER V- STANDING COMMITTEES

Unless otherwise stated in each section of this Chapter, the members of the standing committees shall be appointed by the President. The following shall constitute the standing committees of this society:

1. Nominating Committee
2. Dental Health
3. Ethics
4. Peer Review
5. Membership

Section 1 - Nominating committee

The Nominating Committee shall consist of the past three Presidents and the current President as an ex-officio member with no vote. It shall be the duty of the committee to:
1. Present to the membership of the Society at its regular Fall Meeting a recommended slate of officers for this Society, delegates, alternate delegates, and other representatives to the South Carolina Dental Association.
2. No person shall be named as a candidate without his consent.
3. The chairman of the committee shall present the committee's report at the annual Fall Meeting.
4. Members of this committee shall serve as representatives of this Society on the South Carolina Dental Association Nominating Committee.

Section 2 - Dental Health

The Dental Health Committee shall be a rotating committee of three members. Each year the President shall appoint one member to serve a full term of three (3) years and shall select the chairman.

It shall be the duty of this committee to:

1. Study and make recommendations concerning plans or programs to promote the dental health of the public and maintain a comprehensive program of dental health education.
2. Establish and maintain effective relations with local, state and federal and other responsible agencies on the promotion, administration, and advancement of dental health.
3. Maintain a close liaison with the Council on Dental Health of the South Carolina Dental Association in order to coordinate all dental health activities.
4. Study and recommend a public relations program for this Society.
5. Disseminate to the general public, under the direction of the Board of Directors, information and publicity concerning activities of this Society.
6. Recommend and promote dental health education programs to the public.
7. Make an annual written report of its activities to the Board of Directors.

Section 3 – Ethics

The Ethics Committee shall be a rotating committee of three members. Each year the President shall appoint one member to serve three (3) years.

It shall be the duty of the Ethics committee to:

1. Receive complaints regarding fees, manner of practice, morals, or incompetency of any member of this Society.
2. Set up rules of procedure for arbitration or adjudication of complaints subject to the approval of the Board of Directors.
3. Make an annual written report of its activities to the Board of Directors.

Section 4 - Peer Review

The Peer Review Committee shall be a rotating committee of three members. Each year the President shall appoint nine members to serve three (3) years.

It shall be the duty of the Peer Review Committee to:

Provide an expert and credible system for resolving disagreements between dentists/patients/third parties that cannot be resolved at an earlier, more informal stage.
Section 5 - Membership

The Membership Committee shall be a rotating committee of three members. Each year the President shall appoint one member to serve three (3) years.

It shall be the duty of the Membership Committee:
1. Conduct a study of members and formulate plans for maintaining and increasing the membership of this Society. Such plans shall be submitted to the Board of Directors for action in conformity with policies adopted by the House of Delegates of the South Carolina Dental Association.

2. Stay informed of a member's continuing education credits. Any member not in compliance with the continuing education requirements will be notified in writing (certified letter). Appeal of the ruling may be made in writing to the Committee within fifteen (15) days of receipt of the registered letter. Explanation of failure to meet minimum requirements shall include acknowledgement of failure and indication of plan to meet requirements in the three (3) year period. A hearing shall be held in final disposition, made with explanation of deficiency and criteria from reinstatement defined. Appeal shall stay expulsion until final disposition.

CHAPTER VI - CODE OF ETHICS

The Principles of Ethics of the American Dental Association and the Code of Ethics of the South Carolina Dental Association shall comprise the Code of Ethics of this Society. Where there are differences, the Code of Ethics of the South Carolina Dental Association shall be governing document. A copy of these rules shall be available upon request from the Secretary of this Society.

CHAPTER VII- FORMAL HEARINGS

Section 1

To bring a charge before the Board of Directors, an accuser shall file with the Secretary a written statement signed by him of the charges and the supporting evidence. The Secretary shall refer this statement to the Ethics Committee for investigation and recommendation.

Section 2

If the Board of Directors considers the report of the Ethics committee and the evidence sufficient, a time and place to hear the charges will be designated.

Section 3

Formal hearings will be conducted in accordance with the judicial procedure outlined in Chapter XI of the American Dental Association's Constitution and
By-laws and with whatever procedure as may be prescribed by the South Carolina Dental Association or this Society.

Section 4

After due notification, if the accused member fails to appear or send a representative to act for him, the Board of Directors may find him guilty of contempt and may examine the facts of the case and pass judgment as if the accused were present.

Section 5

After considering the evidence the Board of Directors may, by vote of a majority of the entire Board of Directors, censure, place on probation, suspend or expel the accused member.

Section 6

Appeals from a decision by the Board of Directors will be conducted in accordance with Chapter XI-D of the American Dental Association’s Constitution and By-laws.

CHAPTER VIII - MISCELLANEOUS

Section 1 - Conflict

Should any provision of these By-laws at any time be in conflict with the Constitution or By-laws of the American Dental Association or the South Carolina Dental Association, to the extent that there is such a conflict, this Society's By-law provision shall immediately become inoperative.

Section 2 - Fiscal Year

The fiscal year of the Society shall begin on the first day of January in each year and end on the 31st of December the following year.

CHAPTER IX - RULES OF ORDER

Sturgis Standard Code of Parliamentary Procedure shall govern the deliberations of this Society when not in conflict with its By-laws.
CHAPTER X - AMENDMENTS

Section 1

These By-laws may be amended, altered, adopted or rescinded as follows:

A. Either through a two-thirds (2/3) affirmative vote of the members present and voting at any meeting provided that the proposed amendments, alterations, or revisions are sent in writing to the Membership of the Association and postmarked at least thirty days in advance of that meeting of the Coastal District, or

B. At any session of the Coastal District by three-fourths (3/4) affirmative vote of the members present and voting provided that the proposed amendments, alterations, or revisions shall have been presented in writing at a previous meeting of the session and that unanimous consent is obtained for their consideration.
AMENDMENTS TO COSTAL DISTRICT CONSTITUTION

Proposed on April 10, 1987 at the Coastal District Meeting

1) By-law s-- Chapter X, Section 1, Amendments
   Change B) to read:
   B) At any business meeting of the Coastal District Dental Society
      provided that unanimous consent of the membership (a quorum is
      necessary) is obtained.

2) By-Laws -- Chapter II, Section 3.
   Change section 3) to read:
   2) Voting to determine the elective directorships shall be held at the Spring Business
      Meeting of the Coastal District Dental Society following the report of the
      Nominating Committee.

3) By-Laws -- Chapter V, Standing Committees.
   Change opening paragraph to read:
   The Nominating Committee shall consist of three
   District Immediate Past Presidents and the current
   President as an ex-officio member with no vote. The
   Immediate Past President shall be the Chairman. It
   shall be the duty of the Committee to:

   Change Section 1) to read:
   1) Present to the membership of this Society at its regular
      Spring Business Meeting a recommended slate of officers
      for the next year for this Society to include: President,
      President-Elect, Vice-President, Secretary-Treasurer, and
      Board of Directors representing Areas 1, 2, 3, and 4 as
      defined in Chapter I. Also nominees for the Delegates
      and Alternate Delegates for the SCDA House of
      Delegates, as well as other for other representatives to the
      SCDA as called for by its constitution. In addition, every
      4(four) years a member of the Coastal District is
      nominated to be a Delegate from the SC.DA to American
      Dental Association’s Annual Meeting for a 4 (four) year
      term.
Delete Sub’ Section 3) concerning notifying our members of the Nominating Committee report in our Society's publication 30 days prior to the Spring Meeting. (Note: We have no publication.)

Renumber Subsection 4) to become 3).
Renumber Subsection 5) to become 4).

CHANGES IN THE COASTAL CONSTITUTION SUGGESTED BY THE SCDA BOARD OF GOVERNOUS, JUNE, 1987

By-Laws: Chapter I, Section 2. Qualifications, Sub-section F. Delete "an" before "application, Line 9
Line 10: Delete "a" before “Retired Member” in both instances.
Line 13: Delete "      "             "           "

Chapter I, Section 10
Sub-section A:
Add "District" before "membership" on line II.

Sub-section G, Retired Member.
Add “a” before “Retired Members” and delete the “s” on “Members”

Sub-section I, Transferred Retired Member.
Lines 6 and 7: Change “in which he participates “to” in which he or she participates”.

Sub-section J, Expenses
The amount on line 4 shall be 500

Chapter II, Section 2 - Powers.
Line 11: Remove the word "established" from the parentheses and place it right before the word "policies”.
Lines 13 through 16: Delete the sentence. Beginning with “All corporate”…and ending "by the Board of Directors".

Chapter IV, Section l, Subsection E. Delegates and Alternate Delegates.
Add: A Delegate shall serve a term of three years after which an Alternate Delegate who has served as an Alternate Delegate will be recommended for election to replace the Delegate whose term has expired. This method election shall be followed except that failure to attend meetings of the House of Delegates will result in replacement of Delegates or Alternate Delegates who are so derelict of duties.

Chapter I, Section 2, Sub-section E, Teaching Member.
Add: A Teaching Member shall have all the rights and privileges of an Active Member except that of holding office in this Society.

CHAPTER II- ELECTION OF OFFICERS

SECTION 1: NOMINATIONS

Nominations for President, Vice-President, and Secretary-Treasurer shall be presented to the Society by the nominating committee of the Society at the Fall meeting before the annual meeting of the South Carolina Dental Association. At the same time the nominating committee shall make nomination for committee members, delegates and alternate delegates. The President must and shall ask for nominations from the floor before closing nominations. The Vice-President shall succeed to the office of President at the next annual election of the Society, following his election as Vice-President, provided; however, he is a voting member in good standing at that time.

SECTION 2: TENURE OF OFFICE

(a) The officers of this Society shall serve for a term of one year or until their successors are elected. There elected officers shall assume office on the first day of January,

(b) Any elected officer or committee chairman (elected or appointed) who shall fail to perform the prescribed duties of his office or who shall perform in such a manner as to bring discredit or embarrassment to the Society, shall be subject to reprimand by the Executive Committee. Should his or her actions continue unsatisfactory, the Executive Committee may remove the offending office holder or committee chairman by two-thirds (2/3) vote of its members.

SECTION 3: VARIANCES

In the event the office of President shall become vacant, the Vice-President shall become President for the unexpired portion of the term and for his own term of office. In the event the office of Vice-President becomes vacant, the nominating committee shall present at the next meeting of the Society a nomination for this vacancy. In the event the office of Secretary-Treasurer becomes vacant, the Vice-President shall assume the responsibilities of the office until the vacancy is filled.

SECTION 4: DUTIES OF OFFICERS

A. Duties of President
1. He shall preside at all meetings of this Society.
2. He shall supervise and direct the business of the Society.
3. He shall appoint the chairman of all committees not otherwise provided for in these by-laws; he shall have general supervision over the work of all committees; and shall have the power to remove and replace any committee member at any time for just cause.
4. He shall form and appoint members to special committees and designate their chairman.
5. He shall serve ex-officio as a member of all standing and special committees.
6. He shall call a special meeting of the Society if needed
7. He shall serve as chairman of the Executive Committee.
8. He shall make himself familiar with the Constitution and By-laws of South Carolina Dental Association and this Society and shall insure that all requirements pertaining to this Society are fully and efficiently carried out.
9. He shall be a member of the House of Delegates of the South Carolina Dental Association.
10. He shall be a member of the Board of Governors of the South Carolina Dental Association.
11. He may appoint a parliamentarian.
12. He is responsible for contacting the district delegates and alternates prior to each House of Delegates meetings, and making certain that the required number of delegates (seventeen) will be present.
13. He shall work in conjunction with the Vice-President to make plans for each district meeting in regard to the time, place, program, and food arrangements.
14. He is responsible for seeing that a nominating committee meeting is held prior to the fall district meeting for the purpose of nominating officers, delegates, alternate delegates, and committee members for the coming year. He is also required to attend this meeting, since he is a member of the nominating committee.
15. He is responsible for seeing that the associate editors of the SCDA Bulletin submit any news that he would like to have published.
16. He is responsible for seeing that the Secretary-Treasurer send flowers or cards to any member’s spouse on occasions such as illness, hospital confinement, deaths, or weddings.

B. Duties of Vice - President

1. He shall assist the President.
2. He shall preside at meetings of this Society in the absence of the President.
3. He shall be an ex-officio member of all standing and special committees.
4. He shall succeed to the office of President: in case of removal, resignation or death of the President.
5. He shall be a member of the House of Delegates of the South Carolina Dental Association.
6. He shall be the District Contributing Editor for the South Carolina Dental Association's publications.
7. He shall plan and coordinate the arrangements and programs for the semi-annual meeting of the Society. This would include obtaining a speaker and making all plans such as the speaker's travel arrangements, lodging and necessary audio-visual equipment for the speaker's presentation. He is responsible for working together with the President to select a time, place, and food arrangements for each district meeting.
8. He is required to attend any Board of Governors meeting in the President's absence.
9. He is a member of the Executive Committee and is required to attend all meetings of this committee.
C. Duties of the Secretary - Treasurer

1. He shall keep a membership roster up-to-date.
2. He is responsible for receiving, keeping, and paying out all monies belonging to the Society.
3. He is responsible for seeing that a savings account is established, and keeping in it any surplus funds not immediately needed by the Society.
4. He shall work together with membership chairman to contact potential new members and new members of the Society.
5. He shall keep the minutes of each District meeting and read the minutes at the next meeting.
6. He shall keep all correspondence and at the next meeting read all pertinent correspondence.
7. He shall keep a record of attendance at the District meetings and send the names of all attending to the Executive Secretary of the State Dental Association.
8. He is a member of the Executive Committee and is required to attend all meetings of this committee.
9. He is to assist the President and Vice President in planning the District meetings.
10. He is responsible for sending flowers or cards to members or members' spouses on occasion such as illness, hospital confinement, deaths, or weddings.
11. He is an Associate Editor of the SCDA Bulletin and is responsible for something any Coastal District news prior to the deadline.
12. He is responsible for contacting any member who is delinquent in payment of dues and informing them that SCDA, ADA, and District dues have to be paid by March 15th if they wish to continue their membership in these Societies.
13. He shall administer all monies of the Society and give a yearly account of the funds to the Society. All monies shall be deposited in a Banking Institution. He shall pay items on direction of the President.
14. He shall keep an up-to-date copy of the Constitution and By-laws of this Society and the South Carolina Dental Association showing any and all amendments.
15. He shall serve as a member of the South Carolina Dental Association House of Delegates.
16. He shall be covered by a surety bond to cover all funds handled.
17. He shall notify members of this Society of the date, place, and hour of all meetings and a brief description of the program.

D. Duties of Immediate Past President

1. He shall preside at regular and special meetings in the absence of the President and Vice-President.
2. He shall be a member of the Executive Committee.
3. He shall be appointed to the Nominating Committee.
4. He shall be a member of the House of Delegates of the South Carolina Dental Association.

SECTION 5: ADMITTANCE AND PARTICIPATION

A. Scientific sessions: The following shall be admitted to any scientific session of this Society.
1. Members in good standing of this Society.
3. Members in good standing of the allied professions and Associations.
4. Clinicians
5. Speakers
6. Dental Students
7. Invited Guests

B. Business sessions: Admittance to any business session of the Society shall be restricted to voting members only, when the President deems advisable.

CHAPTER VI - FINANCES

SECTION 1: DUES

A. Active Member: The dues of this Society shall be $38.00 payable annually in advance to the Treasurer of the South Carolina Dental Association. The members of this Society shall submit to the Treasurer of the South Carolina Dental Association dues for the American Dental Association, the South Carolina Dental Association, and the dues of this Society.
B. Life, Disabled, Honorary, and Retired Members shall be responsible for the payment of their share of all assessments with the exception of dues which shall be exempt.
C. New Members: (Recent Graduates – finished formal education this year)
1. Recent graduates who join after July 1st pay no dues for the remainder of the year.
2. Recent graduates in their first full year as member will pay one half (1/2) full dues.
3. Recent graduates in their second full year pay one half (1/2) full dues.
4. Recent graduates in their third year pay full dues. All dues referred to in #1 through 4 are in regards to the Coastal and State Societies. The American Dental Association has its own dues structure.
D. Former Active Members: A former active member of this Society upon being re-elected to active membership shall be required to pay the full year's dues to this Society.
E. In Service: An active member in good standing of this Society upon entry into military service shall be exempt from payment of dues during the period of military service and shall be considered a member in good standing during such service.
F. Salaries and Expenses: The Secretary-Treasurer shall receive two hundred ($200.00) dollars per year.

CHAPTER VII - AUTOMATIC EXPULSION

Any person who is not a voting member of this Society who shall endeavor to influence the election of officer, the election of a member to the State Board of Dental Examiners) or to
influence the policies, of this Society, shall forever be barred from attending future meetings of this Society.

By-laws
Chapter I Section 2 Qualifications
Subsection F. Retired Member: An active member in good standing, who has been active in the Central District for twenty five years or more and is now retired, is not longer earning income from the performance of service as a member of the faculty of a dental school or school of dental hygiene or as a dental administrator or consultant, or as a practitioner of any activity for which a license to practice dentistry or dental hygiene is required by the State, may make application to the District for the status of Retired Member. The application for Retired Member shall be sent to the secretary of the District and acted upon by the District at the next meeting. The application for Retired Member shall be an affidavit attesting to retirement. The component society shall submit a certificate verifying retirement to the House of Delegates for action by that body. All actions should be in the same year or at consecutive meetings following application. Maintenance of active or retired membership in good standing in the component society member to all the privileges of an active is required for continuance of Retired Membership.

Changes received by Dr. Draffin as clean up approved by Board of Governors Sept. 4, 1997 fax date on copy of by-laws.

Need to make attendance at all meetings

Chapter I Section 10
Subsection A. Dues; delete the last sentence and add- The District membership shall establish the dues for the year if the dues are to be raised or lowered.

Chapter I Section 10, Subsection G Retired Member amended to read The dues of a Retired Member shall be --- and shall be due January 1 of each year.

New section Chapter I Section 1 Subsection Transferred Retired Member Members from another state who retire in South Carolina and have had Twenty-five or more years of active membership in good standing in a State Constituent Society and departed that state free of any charges and in good standing and who has not had at least ten years active membership in the Central District shall be subject to the same dues as any retired member and in addition be assessed the cost of social events and meals In which he or she participates. Application for membership as Retired Member shall be as in Section F. Applicant shall furnish necessary information for all imfc and inquiry by the District Secretary.
Renumber old Section I to become J Expenses: All officers and committee members of this society shall be reimbursed for such expenses as may be necessary for the proper conduct of their offices. Such expenses are to be itemized and reviewed by the Board. Any expenses that are unusual or ______ dollars should receive prior approval by the Board.

Chapter II - Board of Directors
Section 2 Powers;
Insert -The Board of Directors shall serve as a long range planning body. It is charged with plans to keep the membership actively engaged in accomplishing the aims and objectives of the Profession. The district membership shall make and approve policies as they affect the conduct, management and control of affairs and business of the district (corporation). All plans, business and actions shall be presented to the membership for approval prior to implementation at a regular or called meeting of the district. In the conduct of its duties the Board shall conform to the wishes and established policies of the district. The Board shall exercise its powers in conformity with these established district policies.

Chapter IV - Officers
Section 1 - Election of Officers
Subsection E. Delegates and Alternate Delegates Add

A delegate shall serve a term of three years after which an alternate delegate who has served three years as an alternate will recommend for election to replace the delegates whose term has expired. This method of election shall be followed except that failure to attend meetings of the House of Delegates will result in replacement of delegates or alternate delegates who are derelict of duties.

Section 2. Tenure of Office
Add *- The tenure of delegates and alternate delegates are an exception.

Chapter V Standing Committees

Section 1. Nominating Committee

Chapter X Amendments
Section 1
Subsection A- In line two substitute ----District Society for House of Delegates and in line three
- District for H of D, in line 5 District for Association and in line 6 Meeting for session and District for H of D.
In line 1 substitute ----District for H of D and again in line 2 and 3 District for H of D.
AMENDMENTS TO COASTAL DISTRICT BY-LAWS APPROVED AT
COASTAL DISTRICT MEETING, OCTOBER 21, 2011

BY-LAWS: CHAPTER I – MEMBERSHIP
Section 9 – Meetings of the Society
Subsection A. – Annual Meeting. In line 1 substitute – “Fall” for “Spring”

CHAPTER II – BOARD OF DIRECTORS
Section 3 – Election and Terms of Office
   Change amendment (p.20) by substituting – “Fall” for “Spring”

AMENDED CHAPTER II – ELECTION OF OFFICERS
Section 1 – Nominations. In line 2 substitute “Fall” for “Spring”
Section 2 – Tenure of Office, Subsection A. change to read: These elected officers shall assume
   office on the first day of January .
Section 4, Subsection A. ,Item 14, In line 2 substitute “Fall” for “Spring”

CHAPTER V – STANDING COMMITTEES
Section 1 – Change amendment by substituting “Fall” to “Spring”

CHAPTER VIII – MISCELLANEOUS
Section 2 – Fiscal Year