



AMERICAN SOCIETY OF
SAFETY PROFESSIONALS

Anthony Wayne Chapter

Member Vote - Dues Increase/Bylaw Changes

DUES CHANGE

Brent
~~Blaine~~ Blaine
Dennis
Unanimous

The Anthony Wayne Executive Board has voted to increase annual chapter dues from \$20 to \$25. This will be the first dues increase for Anthony Wayne since 1990, and would be effective with your next ASSP registration..

Costs, as everyone knows, have gone up for nearly everything, and Region VII is likely going to take additional region dues. The region increase is not out of line as they take far less from the chapters than most other regions. We also pay for chapter officer travel to region operating committee meetings (ROC) twice per year and these costs have increased.

BY-LAW CHANGES

Brent
Jason 2nd
Passes

At the suggestion of our area director, we reviewed the chapter's by-laws and a couple of changes are proposed:

Membership, Programs, and Public Relations will no longer be elected positions, but will become standing committees with chairs appointed by the chapter president. Public Relations will change in name to Communications.

This is the 30-day notice required prior to a vote being held on by-law changes or dues.

Questions may be addressed to president@anthonywayne.assp.org. We will also allow time for discussion at the October 13 chapter meeting. Pending approval of the changes by our AD and RVP, a vote will be held at the chapter meeting on Nov 10, provided a quorum is present.

MEMBER SIGN-IN FOR VOTE

ASSP ANTHONY WAYNE - NOVEMBER 10, 2023

Name	Signature
Brown, Jennifer	
Brown, Jennifer	
Burke, Ky	<i>K Burke</i>
Charlton, Brent	<i>Brent Charlton</i>
Dennis, Blaine	<i>Blaine Dennis</i>
Dimmitt, Clayton	<i>Clayton Dimmitt</i>
Eickholt, Cory	<i>Cory Eickholt</i>
Kiefer, Tambi	<i>Tambi Kiefer</i>
Koehlinger, Tim	<i>Tim Koehlinger</i>
Krouse, Jim	<i>Jim Krouse</i>
Lake, Jason	<i>Jason Lake</i>
Perez, Scarlet	<i>Scarlet Perez</i>
Salemink, Chris	<i>Chris Salemink</i>
Schenk, Taylor	<i>Taylor Schenk</i>
Schladant, Hannah	<i>Hannah Schladant</i>
Ayushman, Dey	<i>Dey Ayushman</i>
Smith, Bryan	<i>Bryan Smith</i>

Quorum =

7 chapter members

1 elected officer



Message Tracking

Message Overview ~ Member Vote

From Address

"ASSP Anthony Wayne Chapter"
<updates@anthonywayne.assp.org>

Subject

Member Vote - By-Law and Dues Changes

Sent to groups

Group Details

Last Sent Date	Group
10/10/2023 12:35pm	Chapter Roster



Message Results: Detailed Open Metrics ⓘ



Metric	Number	Percent
Sent	81	
Delivered	81	100.0%
Unique Opens	29	35.8%
Gross Opens	65	80.3%
Adjusted Gross Opens	65	55.6%
Multiple Opens	10	12.3%

Draft of the new by-laws may be viewed [HERE](#).

Working together for a safer, stronger future



If you do not wish to receive these emails, please [click here](#)
to unsubscribe from ASSP Anthony Wayne Chapter messages.

American Society of Safety Professionals | 520 N. Northwest Highway, Park Ridge, IL 60068

MODEL CHAPTER BYLAWS
BYLAWS OF THE Anthony Wayne CHAPTER
AMERICAN SOCIETY OF SAFETY PROFESSIONALS

Bylaws Adopted August 2022

Bylaws Approved by the Area Director and Regional Vice President

(Regional Vice President Signature)

(Area Director Signature)

Chapter Chartered 1981

NOTE: In Regions where Areas have not been established, all functions and responsibilities of the Area Director and the Area Operating Committee revert to the Regional Vice President and the Regional Operating Committee respectively. In adapting these Model Bylaws for individual Chapter use, the Chapter should indicate either Area Director/Area Operating Committee, or Regional Vice President/Regional Operating Committee as appropriate.

ARTICLE I- NAME

- Section 1. The name of this organization shall be the Anthony Wayne Chapter of the American Society of Safety Professionals.
- Section 2. Hereinafter, the Anthony Wayne Chapter will be referred to as Chapter, and the American Society of Safety Professionals will be referred to as the Society.

ARTICLE II- PURPOSE

- Section 1. The purpose of this Chapter will be to promote the advancement of the safety profession and safety professionals and development of its members in the geographical area served.
- Section 2. In fulfilling its purposes, the Chapter shall have the following objectives within the geographical area:
- a) To develop and promote educational programs for obtaining the knowledge required to perform the functions of a safety professional.
 - b) To develop and disseminate locally, information and materials that will carry out the purposes of the Chapter, the Society, and serve the public.
 - c) To provide and/or support forums for the interchange and acquisition of professional knowledge among its members.
 - d) To foster liaison with local organizations of related disciplines.
 - e) To inaugurate and implement programs and projects that are consistent

- Section 6. Each major objective as listed in Article II, Section 2 of these Bylaws shall be under the supervision of either a Chapter officer or an appointed Committee Chairperson.
- Section 7. The Chapter President is the voting representative for the Chapter at the Area Operating Committee or Regional Operating Committee meetings. A Professional Member or Member who is an elected officer of the Chapter may serve instead of the President if so, designated in writing to the Area Director or Regional Vice President.
- Section 8. Chapter officers shall be elected by members of the Chapter.
- Section 9. The Chapter activity year shall be from July 1 to June 30.

ARTICLE V - OFFICERS

- Section 1. Elected officers of the Chapter shall be:
- a) President
 - b) President-Elect (and/or Vice President(s) and/or First Vice President)
 - c) Secretary
 - d) Treasurer
 - e) Advisory Group Member(s) on the ASSP Advisory Group
 - f) ~~Membership Chair~~
 - g) ~~Public Relations Chair~~
 - h) ~~Program Chair~~

- Section 2. Each elected Chapter officer shall be a Society member for one year prior to taking office; exceptions must be approved by the Regional Vice President. However, only a Professional Member or Member may hold the offices of President, President-Elect, or Advisory Group Member(s) on the ASSP Advisory Group.

- Section 3. The President shall:
- a) Preside at regular and special meetings of the Chapter Executive Committee and the membership.
 - b) Represent the Chapter at meetings of other organizations where official representation of the Chapter is desirable.
 - c) Be a representative for the Chapter at the Area Operating Committee or

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e) Complete the Chapter's audited income & expense statement for the fiscal year ending March 31. Transmit fiscal report on or before May 31 to Society Headquarters. IRS forms must be submitted to the IRS and Society Headquarters by August 15.

f) Assume the duties of the Secretary as necessary.

Section 7. The Advisory Group Member(s) on the ASSP Advisory Group shall:

a) Operate in accordance with Advisory Group Operating Procedures and Society Bylaws.

b) Serve as representative of their local ASSP chapter on the ASSP Advisory Group.

c) Actively discuss and provide input on issues/topics to the Board of Directors.

Note: Elected positions that automatically succeed to the next officer level for the following Chapter year shall be noted in the bylaws. Although automatic succession is allowed, Annual election is required for all elected position.

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Section 8. There shall be three standing committees, with chairpersons appointed by the chapter president:

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a) Standing committees shall be Membership, Programs, and Communications.

b) Other committees may be formed by the executive committee with chairpersons appointed by the chapter president.

c) Chairpersons will serve a term not to exceed the term of the chapter president who appointed them.

d) Committee chairpersons serve at the pleasure of the current chapter president and may be replaced at any time.

e) Except for the three standing committees, committees shall be dissolved upon election of a new chapter president, or at other times as the executive committee sees fit to do so.

f) Committee chairs must be a member in good standing.

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ARTICLE VI - NOMINATION AND ELECTION OF OFFICERS

- Section 4. The term of elected Chapter officers shall be a two-year term from July 1 to June 30.
- Section 5. Election of officers for the ensuing year shall be held at the April meeting in attendance of a quorum. If there is more than one candidate for any office, election shall be by secret ballot (written or electronic). If there is only one candidate for an office, election may be by voice vote.
- Section 6. In the event a quorum is not present at the meeting a special mail or electronic ballot will be sent to the Chapter Members and a return of at least 40 votes or 20% of the Chapter membership is required. The ballot process should take less than 30 days with at least 15 days as a minimal period for response from the members and shall provide for an anonymous voter response.
- Section 7. Removal of elected Chapter officers shall be by a 2/3 vote of the Elected Chapter officers at any regular or special board meeting at which a quorum of the board is present or by Chapter members at any regular or special meeting at which a quorum of the chapter is present. Upon presentation of a signed petition from seven (7) voting members of the Chapter, the Chapter Executive Committee shall be obligated to review the validity of the petition and investigate the circumstances. Committee Chairpersons appointed by elected officers or the Chapter Executive Committee may be removed by the officer on the Executive Committee who appointed them.
- Section 8. Vacancies in elected Chapter offices shall be filled by the succession designated in the various officer descriptions. If no succession is designated, or the designated successor declines to accept the position, the position shall be filled in the way specified below, according to the position and timing of the vacancy.
- a) Should a vacancy occur in any elected office, including Secretary, Treasurer, Secretary/Treasurer or any others, (Chapters are encouraged to designate specific elected positions), except President or President-Elect, the President shall appoint, with the approval of the Chapter Executive Committee, an eligible member (see Article V, Section 2) to fill the unexpired term of office, giving special consideration to current committee Chairpersons and experienced Chapter leaders who have recently completed their terms of office.
- b) Should a vacancy occur early in the term, in the office of:
- 1) President, the President-Elect shall succeed to the Presidency. If the President-Elect declines the position, a past President may serve as President for this term upon the approval of the Executive Committee. Otherwise, a special election as specified in b.2 of this section will be considered for filling the seat of President. The President-elect or a special Nominations & Elections committee appointed by the Chapter Executive Committee will be responsible for completing the special election.

a) The petition should outline:

1. Name of the Section.
2. Territory the Section will encompass.
3. Number of members currently in the territory.
4. Plans for meetings to be held and the nature of the program.
5. Justification for the creation of the Section.
6. Any dues arrangements between the Chapter and the Section.
7. Submit a copy of Section Bylaws (See Model Section Bylaws)

b) Sections must meet the approval of the Chapter's Executive Committee, the Area Operating Committee and the Regional Operating Committee.

Section 3.

Section members shall elect a Chairperson and a Secretary/ Treasurer and must abide by the Bylaws of the Chapter.

a) The Chairperson shall be a Professional Member or Member. The Chairperson of an authorized Section shall be invited to attend all meetings of the Chapter Executive Committee, and shall attend at least two, as a non-voting participant.

b) By April 30 of each Chapter year, the Section Chairperson shall submit a summary report of Section activities and a financial report to the Chapter President and the Area Director or Regional Vice President.

c) The Section Secretary/Treasurer shall keep records of meetings, sending copies to the Chapter Secretary; notify members of meetings; retain the Section Charter; maintain such financial records as are necessary and keep the Chapter Officers informed of the Section's financial status. The Chapter shall remit at least 30% of Chapter dues of Section members to the Section for its use.

d) The Chairperson of the Section shall appoint a Nominations & Elections Committee annually to select nominees for the offices of Chairperson and Secretary/Treasurer for the year beginning July 1. Both officers' terms shall be for one year beginning July 1. Election of these officers shall be held at a Section meeting prior to July 1.

e) If the Section ceases to function as a viable organization, the Chapter Executive Committee, after investigation, may recommend its dissolution to the Area Operating Committee and/or Regional Operating Committee, and any funds in the Section Treasury shall be remitted to the Chapter for Chapter use.

f) Student Members attending an educational institution may join together to form a Student Section of the Chapter within whose boundary the institution lies. (See Model Student Section Bylaws)

ARTICLE VIII - DUES

Section 1.

Each member, except Students, Emeritus and Honorary Members, shall be assessed annual Chapter as determined by Chapter members, in addition to Society dues.

required for approval of the action.

c) Upon the adoption of the resolution to dissolve, the officers shall carry out the dissolution of the Chapter in conformance with applicable laws and Society Bylaws.

Section 2. If a Chapter Executive Committee no longer exists or conditions preempt the implementation of the preceding Section, a Chapter member may make a recommendation for dissolving a Chapter to the Regional Vice President and Area Director for their review. Upon the approval of the Area Operating Committee and the Regional Operating Committee, the recommendation will be forwarded to the Society Board of Directors.

Section 3. The Society Board of Directors may dissolve the Chapter after failure of the Chapter to conform to minimum Society requirements for activities or upon performance of actions contrary or detrimental to the Society and after a reasonable probation period. Upon notice, the Chapter officers shall carry out the dissolution of the Chapter.

Section 4. The official Society symbol may be used by the Chapter on correspondence, publications and other official documents, in accordance with the provisions for use and reproduction in the Society Bylaws.

Section 5. Any fund-raising projects or activities shall be limited to those activities that are consistent with the purpose of the Society and the Chapter.

Section 6. Chapter officers shall assure retention of needed Chapter and membership records by adhering to the following record retention periods. Officers having charge of these records are authorized to dispose of the records at the end of the required retention period.

a) Minutes of meetings - permanently, (recommended by Society auditors).

b) Correspondence - two years following completion of the Chapter year.

c) Financial Records - seven years following completion of the Chapter year.

ARTICLE XI - AMENDMENTS

Section 1. Amendments to these Bylaws may be proposed by the Chapter Executive Committee or by Seven (7) Chapter Professional Members and/or Members. Amendments proposed by the latter shall be presented to the Chapter Executive Committee.

Section 2. The Chapter Executive Committee shall publish any proposed amendments to the membership at least 30 days in advance of the meeting at which action will be taken.

Section 3. Amendments shall be voted on at a regular or special Chapter meeting at which action will be taken if a quorum is present. A two-thirds (2/3) affirmative vote is required for approval. In the event the Chapter does not attain a quorum at the next Chapter meeting, an e-ballot may be sent to the