

PHARMACY SOCIETY OF ROCHESTER

CONSTITUTION

AND

BY-LAWS

PREAMBLE

Whereas, organization of action and comparison of ideas are necessary to the advancement of a profession and believing there is room for the elevation and extension of pharmaceutical knowledge among pharmacists, in the interest of public health and welfare, in the city of Rochester, the county of Monroe and the adjacent areas, therefore, be it:

Resolved: that the pharmacists do hereby organize ourselves into a permanent society for the purpose of accomplishing such results, and that we adopt the following constitution and by-laws.

CONSTITUTION

ARTICLE I

NAME & SEAL

This organization shall be called the Pharmacy Society of Rochester: *the organization shall have an official seal.*

ARTICLE II

OBJECTS

The aim of this Society shall be to unite more closely the pharmacists of Cayuga, Livingston, Monroe, Ontario, Seneca, Wayne and Yates counties; to foster and encourage relations with allied health professions; to improve the standards of practice for pharmacists; to promote the improvement of public health and welfare; to assure continuing education by the dissemination of scientific and technical information pertinent to the practice of pharmacy; and to work with the Pharmacists Society of the State of New York (PSSNY) to accomplish common goals of the Pharmacy profession.

ARTICLE III

AFFILIATION

This Society is an affiliate of the Pharmacists Society of the State of New York (PSSNY).

ARTICLE IV

MEMBERSHIP

Section 1. This Society shall consist of active, non-active, student and associate members.

Section 2. PHARMACISTS: Any graduate of a college of Pharmacy or a licensed Pharmacist of good moral character and professional standing may become an active member of this Society upon payment of dues as per Article IX.

Section 3. Any STUDENT regularly enrolled in a College or School of Pharmacy in the State of New York or whose principle residence is in the State of New York) is eligible for student membership. Student members shall be entitled to all the privileges of active membership including the right to hold elective offices, nominate officers, make or second motions and vote at meetings. They shall not be required to contribute to the funds of the

Society.

Section 4. NON-ACTIVE: Any member of the Society that has retired or does not presently practice pharmacy in the State of New York.

Section 5. ASSOCIATE MEMBER: Any individual of good moral character and involved in a pharmacy related profession, may become an associate member of the Society after their application has been approved by the Board of Directors and upon payment of dues.

ARTICLE V

OFFICERS

Section 1. The officers of this Society shall be a President,, one Vice-President, a Secretary and a Treasurer.

Section 2. The general management of the affairs of the Society shall be vested in a Board of Directors, which shall consist of not less than 13 nor more than 5% of active, associate or student members in good standing. There shall be at least one student member on the board of directors, who shall serve a one year term, and they are not term limited.

ARTICLE VI

DUTIES OF OFFICERS

Section 1. It shall be the duty of the President to preside over all meetings of the Society and of the Board of Directors; to call a special meeting as required; to perform other such executive duties as the Board of

Directors shall direct; shall at all times be intimately connected with, or be immediately advised of the recommendations, plans or actions of any or all officers and/or committees, either standing or appointed.

Section 2. The vice president shall become President on the next vacancy for that office; will preside in the absence of the President; will plan ahead for the continuation of any programs on the agenda of the President.

Section 3. The Vice-President shall have responsibility for the areas of membership, public and professional relations.

Section 4. The Secretary shall keep accurate minutes of all meetings of the Society and of the Board of Directors; shall preserve all books, records and correspondence of the Society, including attendance records and notification of all meetings and mailing of minutes to Board members.

Section 5. The Treasurer shall keep the funds of the Society and shall disburse same, only upon vouchers properly drawn and signed by the treasurer; shall send out notice of dues payable where required; shall keep a record of all monies received; shall report receipts and expenditures to the Society at least once a year; shall keep and update the membership rolls and shall make a full report to the Society at least once a year.

Section 6. The Board of Directors shall meet regularly, but not less than four times per year; may meet in special session at any time as deemed necessary by three or more of its members; 50 percent of the Directors must be present to constitute a quorum.

ARTICLE VII

COMMITTEES

Section 1. Standing and special committees may be appointed for any purpose in regular or special session. Chairpersons of standing committees must be from the Board of Directors; co-chairpersons may be from the membership at large. Chairpersons are responsible for a report of activity of their committee to the Board of Directors at each meeting, or they

may have their ability challenged by any member of the Board. The chairman will be notified in writing, by the Secretary, if a vote indicated their removal as chairman.

Section 2. The following standing committees are established: Membership, Professional and Inter-professional relations, Continuing Education, Legislative, and Communications/Marketing , Educational Affairs, Special Events.

Section 3. The duties of standing committees shall be:

A. Membership: this committee shall endorse such applications for membership as deemed available and shall make reasonable effort to secure members; this committee is also responsible for attendance records.

B. Professional and Inter-professional Relations: this committee shall study and work to improve all matters concerning both public and professional relations.

C. Continuing Education: this committee shall prepare or arrange a presentation pertinent to Pharmacy at each regular meeting at the prior request of the president. This committee shall also prepare or arrange for special educational activities during the year.

D. Legislative: This committee shall consist of at least four)members to be appointed by the president; shall study any and all legislation or impending bills before Congress, both State and National, as concerns Pharmacy or the interest of the Society. (This committee shall be responsible for fund raising for political action. This committee shall provide for direct contact of state legislators of Cayuga, Livingston, Monroe, Ontario, Seneca, Wayne and Yates counties).

E. Educational Affairs

F. Special Events

G. Communications/Marketing

Section 4. All committees shall report to the Board of Directors at each meeting and to the Society at the request of the president.

ARTICLE IX

AMENDMENTS

Section 1. A motion to alter or amend the constitution must be presented at a regular meeting of the Society and must be re-presented for vote at a subsequent meeting. Approval shall require the two-thirds favorable vote of the members present. A quorum must be present at the meeting.

Section 2. All proposed amendments must be presented in writing and signed by at least three members in good standing.

Section 3. If, for any reason, a proposed amendment is rejected, the sponsors thereof shall be duly notified and shall be permitted to re-introduce the measure.

MISSION STATEMENT

The mission statement of the Pharmacy Society of Rochester is sixfold:

- 1) To promote the improvement of public health and welfare.
- 2) To unite more closely all the pharmacists of Cayuga, Livingston, Monroe, Ontario, Seneca, Wayne and Yates counties.
- 3) To foster and encourage relations with health professions.
- 4) To improve the standards of practice for pharmacists, student pharmacists and pharmacy technicians.
- 5) To assure continuing education by the dissemination of scientific and technical information pertinent to the practice of pharmacy.
- 6) To work with the Pharmacists Society of the State of New York (PSSNY) to accomplish common goals of the pharmacy profession.

PHARMACY SOCIETY OF ROCHESTER BY-LAWS

ARTICLE I

ELIGIBILITY

Each active member shall be entitled to vote upon all questions or motions coming before the Society for consideration.

ARTICLE II

TREASURER'S BOND

A bond for an amount to be determined by the Board of Directors shall be provided for the Treasurer each year at the November meeting for the following calendar year.

ARTICLE III

NOMINATIONS

Each year the nominating committee will present a slate of nominees for the board of directors at the regular meeting held in September. Nominations shall be accepted from the floor at this meeting and added to the presented panel of candidates. All nominations must be accompanied by a signed statement of acceptance. This statement must be received before the close of nominations from the floor.

Members will receive a e-mail ballot by November 1st to be returned to the Secretary on or before the day of the regular November meeting. The candidates with the highest number of votes as determined by the election supervisors, are elected to the Board of Directors for a four year term, effective at once.

ARTICLE IV

ELECTION OF OFFICERS

At the Board meeting in January, the Board of Directors shall elect from its members, officers as provided in Article V, Section 1.

The member who accepts the office of president and the member who accepts the designation of president-elect, will make every effort to represent our Society at the

next annual convention of the Pharmaceutical Society of the State of New York.

ARTICLE V

TENURE IN OFFICE

All officers shall hold office until their successor has been elected and installed. The president and vice-president shall serve a 2-year term. The vice president shall automatically become president after a two year term. The outgoing president may immediately run for vice president after completion of their presidential term. There shall be no limitation on the number of terms that the secretary or treasurer may serve.

ARTICLE VI

ELIGIBILITY TO BOARD

Retiring members of the Board shall become ex-officio of the Board for one year after which they must remain off the Board for one year.

Members who have failed to attend three meetings of the Board per year may have their eligibility challenged by any member of the Board. After a review by the Board at a Board meeting, the member will be notified in writing by the Secretary if majority vote decides for dismissal. The dismissed member will be replaced on the Board under Article XVII of the By-Laws.

ARTICLE VII

MEETINGS

The Society shall meet each month except the months of July and August unless the Board of Directors shall direct otherwise. The president may call a special meeting at such times as a majority of the Board of Directors shall direct or on the written request of ten members in good standing.

ARTICLE VIII

COMMITTEES

All committee chairpersons and co-chairpersons appointments shall be made by the president.

ARTICLE IX

QUORUM

A quorum shall consist of twenty percent of the active membership.

ARTICLE X

EXPULSION

A member may be expelled from the Society after a full hearing of the charges against them and only by a majority vote of the Board of Directors which body shall have a quorum present at such hearings.

ARTICLE XI

RULES OF ORDER

The customary rules of parliamentary bodies shall be enforced by the presiding officer. *Robert's Rules of Order, Revised*, shall be recognized as being the established authority for references.

ARTICLE XII

ORDER OF BUSINESS

The following order of business shall be accepted as being correct for all meetings: the reading of the minutes of the last meeting, the reading of correspondence, the report of the treasurer, reports of standing and special committees, old business, new business, good and welfare and adjournment.

ARTICLE XIII

CONVENTION DELEGATES

Delegates and alternates to attend the House of Delegates meeting of the State Society shall be approved by the Board and selected from members who have previously held office, served on the Board or who have served

our Society with distinction in any capacity. The number of delegates eligible to attend each meeting will be determined by the procedure as set forth by the State Society.

Delegates or alternates to the regular and annual meetings shall be compensated for expenses plus registration fees upon presentation of a statement of expenses. Allowable expenses shall include but not limited to room, board, and transportation. All allowances shall be subject to approval by the Board of Directors.

Representatives of the Pharmacy Society of Rochester to special meetings may be allowed compensation for expenses upon presentation of a statement of expenses and approval by the Board of Directors.

ARTICLE XIV

AMENDMENTS TO BY-LAWS

Any part or section of these by-laws may be changed, amended or repealed by the presentation in writing of such motion as provided in the Constitution, Article IX.

ARTICLE XV LIFE AND HONORARY MEMBERS

Any pharmacist practicing or affiliated with Pharmacy for fifty years may become a life member. Such honor shall be paid to said member with such ceremony as befits the occasion. Life members shall be entitled to all privileges of the Society with dues paid.

Any person deemed worthy may be elected to honorary membership in this society by resolution presented and passed at a regular meeting.

ARTICLE XVI

GRADUATING PHARMACISTS

Each new Pharmacy Graduate residing in Cayuga, Livingston, Monroe, Ontario, Seneca, Wayne and Yates counties shall receive their first full fiscal membership dues to the Society, paid in full.

ARTICLE XVII

BOARD VACANCIES

Any vacancy occurring on the Board of Directors with a term of two years or less remaining shall be filled by appointment. The appointment shall be made by a favorable two-thirds vote of the Board. The appointee shall be automatically eligible for nomination to a full elected term.

Any vacancy occurring on the board of directors with a term of more than two years remaining shall be filled by the next general election. The nominating committee will add one candidate to the ballot for each vacancy to be filled.

(May, 2022)