

CCSVN BYLAWS

Article I Name and Affiliation

Section 1.

The name of the chapter shall be the Canadian Chapter, Society for Vascular Nursing. The Chapter may also be known as CCSVN.

Section 2.

The Chapter shall be a non-profit, national body, organized and administered on the national level and incorporated federally.

Article II Mission and Goals

section 1. Mission Statement

To provide educational and networking opportunities for nurses caring for vascular patients.

Section 2. Goals

The goals of the Chapter shall be to:

- Establish vascular nursing as a specialty in Canada
- Provide educational programs and services
- Promote formation of local chapters
- Collaborate with other professions to address the unique needs of the individual with vascular disease
- Enhance public awareness of vascular disease
- Promotion of SVN
- Provide an annual conference

Article III Membership

Section 1. Classification of Membership

Section 1.1 Active Member

Active members shall be registered nurses and licensed practical nurses who profess an interest in carrying out the purposes of the Chapter. Active members shall be required to pay current dues to remain in good standing.

1.2: Corporate Sponsor Levels: Corporate sponsor levels:
 Platinum-\$5000.00
 Gold-\$3500.00
 Bronze-\$1500.00

Section 2. Dues

The Executive shall determine membership dues. (\$45.00)

Article IV Meetings

Section 1. Annual National Conference

There shall be an Annual National Conference.

Section 2. Annual Business Meeting

A regular Annual Business Meeting of the Society shall be held to carry on the essential business of the Society.

Section 3. Executive Planning Meeting

The Executive may call a special meeting annually to review & update bylaws and strategic plan.

Section 4. Executive Planning Meetings

Meetings of the Executive shall be convened via conference calls as the business and developments of the Chapter indicate.

Section 5. Quorum

For all meetings/ conference calls, a simple majority (66%) present shall constitute a quorum for the transaction of business on the basis of notification of all members of the time and place of the meetings.

In the event of a vacancy in the office of the President, the duties of the office shall be assumed by the President- Elect. For vacancies in any other elected position, the Executive shall appoint a qualified member of the Chapter to the position. He/she will assume this position for the unexpired term of his/her predecessor.

Article V Elected Officers and Board of Directors

Section 1. Structure of Governance

The governing body of the Chapter is the Executive which shall consist of the President, President Elect, Treasurer and Secretary. It has power and authority over the affairs of the Chapter between and during meetings. For purposes of incorporation, three directors must be designated. The officers of the Society shall be the president, president elect, secretary, treasurer, co-chairs-conference planning and the provincial delegate chair.

Section 2. Eligibility

To be eligible for elective office as a member of the Executive Committee, a nominee must be a Canadian registered nurse with membership in good standing with CCSVN and the international SVN organization for a minimum of one year preceding the nomination.

Section 3. Terms of Office

The President will serve a 1 year term, The President-Elect shall be elected each year for a commitment of two years in office (one year as President- Elect and one year as President). The Secretary shall hold office for two years and shall be elected in odd numbered years. The Treasurer shall hold office for two years and shall be elected in even numbered years. No officers or members shall serve more than two consecutive terms in the same office. Terms of office shall commence at the close of the Annual National conference.

Section 4. Resignation

When a member of the Executive Committee is unable to meet the requirement of the position, that person may submit a resignation to the executive committee. Resignation may be called for by two-thirds vote of the remaining Board and if requirements are not met.

Section 5. Vacancy

Section 6. Duties of Executive

Section 6.1 President

The functions of the President shall be to promote and keep safe the purposes and goals adopted by the Chapter, management of incorporation, act as the chief elected officer of the Chapter, preside at all business meetings officially held by the Chapter or the Executive, act as an ex-officio member of all committees except the nominating committee, and perform such other duties as prescribed by the Executive.

Section 6.2 President Elect

The functions of the President Elect shall be to fulfill duties in the absence of the President, and perform such other duties as prescribed by the Executive or as delegated by the President.

Section 6.3 Secretary

The functions of the Secretary shall be to record and distribute minutes, maintain records and archives for the Chapter, and complete correspondences as delegated.

Section 6.4 Treasurer

The functions of the Treasurer shall be to assume responsibility for the financial affairs of the Chapter, and present a written report of the financial status of the Chapter at meetings of the Executive and at the Annual Business Meeting.

Section 6.5 Planning Committee

The function of the Planning Committee is to plan an annual educational symposium. A chair & a co-chair of the planning committee will be appointed.

Section 6.6 Provincial Delegate Coordinator

The provincial delegate coordinator will facilitate the development and functioning of the provincial delegates with the goal of enhancing communication and increasing membership in CCSVN nationwide.

Article VI (Goal: 2007)

Nominating Committee and Elections

Section 1. Eligibility

Only active members are eligible to participate in election as electors.

Section 2. Manner of Election

Elections shall be by ballot starting in 2008. Request for nominations will be included in conference agenda and a call for nominations will be forwarded with conference brochure and via email.

Section 3. Electoral Quorum

A plurality vote for any office shall constitute an election. In case of a tie, the election shall be determined by the Nominating Committee.

Section 4. Notification

Candidates shall be notified in writing by the chair of the Nominating Committee and results shall be announced to the members in the Chapter newsletter and at the Annual Business Meeting.

Section 5. Nominating Committee

The nominating committee shall be an appointed three-member committee with one member being the Immediate Past President. The Executive shall appoint the other two members. A member shall serve no more than two consecutive terms. A member must resign

his/her position on the Nominating Committee if he/she wishes to run for office.

Article VII Committees and Task Forces

Section 1. Standing committees shall be established by the Canadian Chapter of SVN to carry on the work of the Chapter. The standing committees of SVN will be: Membership Promotion, Professional Practice and Education, Patient Education, Program Planning, Public Policy Committee, Newsletter Committee and Research Committee.

Section 2. The Executive shall establish task forces as necessary to accomplish the purposes of the Society. A task force will be established for French translation as necessary.

Article VIII Publications

Section 2. Newsletter

The official newsletter of the Chapter shall be known as Canadian Chapter of SVN Vascular Nursing Newsletter. An editor will be designated by the executive. A committee will work with the editor to complete the newsletter 3 times annually.

Article IX Amendment of Bylaws

Section 1. Process of Amendment

These bylaws can be amended at any annual membership meeting of the Chapter by a majority vote of those present, provided the amendment.

Article X Parliamentary Authority

Section 1.

The rules contained in Robert's Rules of Order, newly revised, current edition shall govern the Chapter in all cases to which they

are applicable and in which they are not inconsistent with these bylaws and any special rules of the Chapter.