

# North Carolina Athletic Trainers' Association

## By-laws

Revised March 2023 (under authority from March 2023 Annual Meeting). Adopted by the Board of Directors on March 4, 2023.

### ARTICLE I

#### Name

The name of this association shall be the North Carolina Athletic Trainers' Association, a 501(c) 6 entity (effective for the tax year beginning 1/1/2011). Neither the NCATA nor any elected or appointed board member, committee chair or committee member shall be held liable for any action or inaction of any member or in relation to any board or association activity. The NCATA shall be dissolved by a 75% majority vote by all regular members of the association. If the NCATA is dissolved, following the payment of all outstanding debts of the association, any remaining funds shall be donated to the NATA REF.

### ARTICLE II

#### Purpose

The North Carolina Athletic Trainers' Association (NCATA) strives to enhance the quality of healthcare for the physically active, promote the licensed athletic trainer and advance the profession of athletic training through education in the prevention, evaluation, management and rehabilitation of injuries and illness incurred by athletes. The NCATA will work at all times to protect the ability of licensed athletic trainers within the state of North Carolina to work to the full extent of their education and training within the Athletic Training Practice Act (G.S. 90-134).

### ARTICLE III

#### Membership

The NCATA shall have 2 classes of membership. No person shall be eligible for more than one class of membership at the same time.

**Regular Members:** Regular members shall be licensed by the North Carolina Board of Athletic Training. Membership in the National Athletic Trainers' Association, while not required is encouraged. Regular members may vote, serve on the Board of Representatives, serve on committees, and task forces and hold elected office.

**Associate Members:** Associate Members may be students enrolled in CAATE accredited educational programs or persons interested in the promotion of athletic training. Associate members may serve on committees or task forces. Associate members may not vote or serve on the Board of Representatives or the Executive Board (collectively, "The Board"). Associate membership may be granted on an honorary basis to individuals that have demonstrated a commitment to the profession through word or deed.

**Suspension or Revocation of Membership:** The Board may suspend or revoke the membership of any association member for unprofessional conduct or a violation of the NATA Code of Ethics, the North Carolina Athletic Training Practice Act, NCBATE Rules and Regulations or the BOC's Standards of Practice. The member shall be given written notice of the impending suspension or revocation of membership and shall be given an opportunity to be heard by the Board. No disciplinary action shall be taken against the member's institution, employer, co-workers, or students.

## **ARTICLE IV**

### **Executive Board**

**Membership:** The Executive Board shall consist of the President, Vice-President, Secretary and Treasurer.

**Eligibility:** To be nominated for election as a member of the Executive Board, the individual shall be a member in good standing of the Association and shall be licensed by the NCBATE. Other eligibility requirements shall be delineated in the NCATA Policy and Procedure Manual.

**Election:** In odd years, elections shall be held for the offices of President and Secretary. In even years, elections shall be held for the offices of Vice-President and Treasurer. Procedures will be stipulated in the policy and procedure manual.

**Term:** The members of the Executive Board will be elected for 2-year terms. The President, Vice President, and Secretary may not serve more than two consecutive elected terms. The Treasurer shall have an elected term of office of two- years, but may serve three, two-year terms.

**Duties:** The Executive Board shall have control of the property, contracts, and transactions of the Association; The Executive Board may employ personnel as required and will determine the strategic direction of the association in consultation with the Board of Representatives and the membership.

**President:** The president shall preside at all meetings of the Board and the Association. The President shall make recommendations for approval by the Executive Board of all members of the Board of Representatives, Committee Chairs and Task Force Leaders. The President shall make an annual report to the membership on the state of the Association. The President shall be counted for the purposes of determining a quorum at meetings and will vote in the event of a tie.

**Vice President:** The VP shall assume the duties of the President if the current president is unable to fulfill the duties of the office. The Vice-President serves as the parliamentarian of the Board and the Association. The Vice-President shall convene an ethics committee on an ad hoc basis when the need exists and shall lead the investigation with regards to any motion to suspend or revoke membership in the association.

**Secretary:** The Secretary shall keep the official records, minutes, correspondence, and membership of the association.

**Treasurer:** The treasure shall maintain the finances of the association and make recommendations to the BOD with regards to the association's property and investments. The Treasurer shall make an annual report to the membership.

**Meetings:** The Executive Board shall meet quarterly at the call of the President. A majority of the Executive Board may also call a meeting.

**Voting:** A majority of the Executive Board shall constitute a quorum. All actions of the board shall require a majority of the vote unless otherwise specified. Minutes of any Executive board meeting shall be provided to the Board of Representatives.

**Compensation:** All executive board members shall serve without compensation except for reasonable compensation for travel, lodging and meals.

**Vacancy:** Should the President be unable to serve out the term of office, the Vice President shall serve as a replacement for the remainder of the term. Should the Vice President, Secretary, or Treasurer be unable to serve out the term of office, the remaining member so the Board of Representatives will appoint an interim officer until such time as an election occurs through the election process. Any appointed officer who assumes a partial term upon the resignation or removal of the previous officer, upon vacancy occurring in the office for any reason, may serve two (2) full terms in addition to the partial term. In the event an elected term expires and no member volunteers to run for office, the Board of Representatives will appoint an interim officer who will serve in that position until the next voting cycle occurs.

**Removal:** Any Executive Board member may be removed by a majority vote of the Board for neglect of duties (regardless of the cause), incompetence, unprofessional conduct or a violation of the NATA Code of Ethics, The Athletic Training Practice Act, NCBATE Rules and Regulations or the BOC's Standards of Practice of Athletic Training.

## **ARTICLE V**

### **Board of Representatives**

**Membership:** The board of representatives shall consist of 7 members representing the various work settings where athletic trainers are employed. The President shall look at the makeup of the current Executive Board and the BOR when making appointments to ensure there is geographical as well as work setting variety.

**Eligibility:** Individuals shall be a member in good standing of the Association and shall be licensed by the NCBATE.

**Term:** Members of the BOR shall be appointed for a two-year term with staggered appointments by the President with the approval of the Executive Board.

**Duties:** The BOR shall advise the Board on matters of importance to the work settings they represent and will serve as liaisons of the respective work setting committees.

**Meetings:** The BOR shall meet as necessary quarterly in conjunction with the Quarterly Executive Board Meeting

**Compensation:** All BOR members shall serve without compensation except for reasonable compensation for travel, lodging and meals.

**Vacancy:** A vacancy on the BOR board shall be filled for the remainder of the year term in the same manner the BOR is appointed.

**Removal:** Any Board of Representatives member may be removed by a majority vote of the Board for neglect of duties (regardless of the cause), incompetence, unprofessional conduct or a violation of the NATA Code of Ethics, The Athletic Training Practice Act, NCBATE Rules and Regulations or the BOC's Standards of Practice of Athletic Training.

## **Article VI**

### **The Board**

**Membership:** The Board shall consist of the Executive Board and the Board of Representatives.

**Duties:** The Board shall vote on all matters necessary. The Board will recommend a budget and dues for the approval of the membership.

**Meetings:** The Board shall meet quarterly and at other times as called by the President.

**Voting:** A majority of the Executive Board and the Board of Representatives shall constitute a quorum. All actions of the board shall require a majority of the vote unless otherwise specified.

## **Miscellaneous**

**Fiscal Year:** The FY shall be the calendar year.

**Amendments:** The by-laws may be amended or repealed after changes are approved by the Board and submitted to the membership. The amendment shall be approved by a two-thirds vote of the membership in attendance at the annual business meeting or via electronic method outlined in the North Carolina Athletic Trainers' Association policy and procedures manual.