

**BYLAWS
OF THE
NEW JERSEY CHAPTER
AMERICAN ACADEMY OF PEDIATRICS**

A New Jersey Non-Profit Corporation

**ARTICLE I
Name, Organization and Purpose**

1.1 Name

The name of this organization shall be the "NEW JERSEY CHAPTER, AMERICAN ACADEMY OF PEDIATRICS" ("Chapter").

1.2 Organization

- (a) The Chapter is incorporated in New Jersey and is a Chapter of the American Academy of Pediatrics, a national organization whose headquarters is located in Illinois (the "**Academy**").
- (b) The business and affairs of the Chapter shall be managed by the Board of Trustees, which shall also be known as the Executive Council. The Executive Council shall have all the powers and authority provided in these Bylaws or the Chapter's Certificate of Incorporation to the extent permitted by law.
- (c) The Pediatric Council on Research and Education (PCORE) Executive Advisory Council (EAC) exists for the purpose of supporting educational and research activities, which further the health and safety of Children in New Jersey.
- (d) In the event of dissolution, the residual assets of the Chapter shall be turned over to one or more organizations which themselves are exempt as organizations described in Section 501(c)(3) of the Internal Revenue Code of 1986 or corresponding section of any prior or future Internal Revenue Code, or to the Federal, State or local government, for use exclusively for a public purpose.
- (e) The fiscal year of the Chapter shall commence on January 1 and terminate on December 31.

1.3 Chapter Purpose

The Chapter is organized under the laws of the State of New Jersey as a tax exempt organization within the meaning of Section 501(c)(3) of the Internal Revenue Code ("Code"). This organization shall be organized exclusively for charitable, educational and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under the applicable section of the Code. Notwithstanding any other provision of these *Bylaws*, the Society shall not, except to an insubstantial degree, engage in any activities or exercise any powers that do not further the purpose of this Society and the Society shall not carry on any other activities not permitted to be carried on by a corporation exempt from federal income tax under Internal Revenue Code section 501(c)(3) or the corresponding provision of any future United States internal revenue law.

All corporate property is irrevocably dedicated to the purposes set forth herein. No part of the net earnings of this Society shall inure to the benefit of any of its directors, trustees, officers or members or to the benefit of any private person except as reasonable compensation for services rendered, goods received, and other property or valuable thing which may be acquired by the Society for the accomplishment of its purposes.

The goals and objectives of the Chapter shall be the instruction of health care professionals, public and private organizations and the general public to improve the health care of infants, children, adolescents and young adults, and to otherwise pursue the goals and objectives of the Academy at the State and local level. In furtherance of such goals and objectives, the Chapter shall:

- (a) Foster measures and conduct activities directed toward establishing and maintaining the highest quality and acceptability in the delivery of health care to infants, children, adolescents and young adults;
- (b) Conduct and encourage programs designed to maintain and increase the effectiveness of all those who provide health care to infants, children, adolescents and young adults;
- (c) Encourage the development of high quality pediatric educational programs for learners and health professionals at all levels of education and experience;
- (d) Support and encourage programs designed to improve the health and health care of infants, children, adolescents and young adults;
- (e) Encourage and support the Chapter membership in their efforts to improve the health and welfare of infants, children, adolescents and young adults;
- (f) Stimulate interest in the health and welfare of children and youth and in the field of pediatrics;
- (g) Stimulate and conduct public information and education programs designed to improve the health and welfare of infants, children, adolescents and young adults;
- (h) Function as an advocate for all children, youth in New Jersey and pediatricians in all matters pertaining to health and health care;
- (i) Stimulate advances in New Jersey in the preventive aspects of health care in such areas as control of disease and disability, reduction of neonatal mortality and morbidity, environmental hazards, accident prevention, nutrition, mental and emotional health, and child abuse, neglect and exploitation;
- (j) Endeavor to impart both basic and cutting edge administrative and practice management innovations that will improve the state of pediatric administration and practice management for its membership.
- (k) Support and encourage in New Jersey the role of the family in the health and development of children and youth;
- (l) Establish and promote in New Jersey liaison and cooperation with other organizations concerned with the well-being of infants, children, adolescents and young adults;
- (m) Foster evidence-based practice in pediatric care and research in New Jersey;
- (n) Support New Jersey pediatricians in their efforts to establish and maintain Patient Centered Medical Home Systems through practice transformation;

1.4 Purpose of Bylaws

These Bylaws establish rules and procedures for conducting the affairs of the Chapter. They are binding on the Executive Council, on members of any committees established by the Executive Council, on the officers of the Chapter and on the members of the Chapter, whether those persons served in the applicable capacity at the time these Bylaws were adopted or were appointed or elected to the position at a later date. These Bylaws are subject to the provisions of the New Jersey Nonprofit Corporation Act ("Act") and the Chapter's Certificate of Incorporation, as they may be amended from time

to time. If any provision in these Bylaws is inconsistent with the provision in the Act or the Certificate of Incorporation, the provision of the Act or the Certificate of Incorporation shall govern to the extent of such inconsistency. Furthermore, in the event of a conflict between these Bylaws and the Bylaws of the Academy, the Executive Council and the Members shall take such steps in accordance with Article IX hereof as may be necessary to amend these Bylaws so as not to conflict with those of the Academy.

ARTICLE II **Registered Office and Registered Agent**

2.1 Registered Office and Agent and Principal Offices

The registered office of the Chapter shall be at the work address of the Chief Executive Officer (“CEO”) or Executive Director (“ED”) or such other places as the Executive Council may from time to time assign or the business of the Chapter may require. The Registered Agent shall be the CEO or ED or such other person(s) as the Executive Council may, from time to time, assign.

ARTICLE III **Membership**

3.1 Categories of Membership

- (a) All Board Certified or Board eligible Pediatricians, Pediatric Surgeons and Pediatric Subspecialists shall be eligible for membership in the Chapter.
- (b) Physicians eligible to be Candidate Fellow Members of the Academy residing and/or practicing in the State of New Jersey shall automatically be eligible for membership in the Chapter. Candidate Fellow Members may vote or hold office.
- (c) Resident and Post-Residency Members of the Academy residing and/or practicing in the State of New Jersey shall automatically be eligible for membership in the Chapter. They may vote for or hold office as Resident Councilor only.
- (d) Affiliate voting membership may be granted to pediatric surgeons practicing and/or residing in the State of New Jersey who carry the title of Doctor of Medicine (M.D.) or Doctor of Osteopathy (DO) and are primarily interested in the care and well-being of infants, children, adolescents and young adults. They may vote or hold office.
- (e) Senior status shall be granted upon request to those members in good standing who are age 70 or older, or are age 65 or older and no longer derive income from professional employment. Senior members may vote or hold office.
- (f) Affiliate non-voting membership may be granted to, family practitioners, child and adolescent psychiatrists, advanced nurse practitioners, physician assistants, psychologists, dentists, and other allied health professionals (e.g. physical, occupational, speech therapists) practicing and/or residing in the State of New Jersey who are primarily interested in the care and well-being of infants, children, adolescents and young adults. They may not hold office or vote.
- (g) By unanimous vote of the Executive Council, Honorary membership may be granted to anyone who has rendered exceptional service to the Chapter or to the child health in the State of New Jersey. They may not vote or hold office and shall not be required to pay dues.
- (h) An individual who has been granted membership based on the above criteria and who has paid their dues shall be considered a member in good standing.

3.2 Privileges of Membership

Fellow, Specialty Fellow, Candidate Fellow, Voting Affiliate, Resident, Post-Residency and Senior members who are in good standing may attend meetings, vote and hold office and serve on committees. Resident Members may hold office as Resident Councilor only. Non-Voting Affiliate and Honorary members in good standing may attend meetings, but may not vote or hold office.

3.3 Application for Membership

All Fellows, Specialty Fellows, Resident Members, Post-Residency Members, Candidate Members, and Senior Fellows, of the Academy, who reside or practice in the State of New Jersey, will automatically be members of the chapter upon payment of Chapter dues.

An applicant who is not a member of the Academy must provide written documentation of the qualifications specified in these Bylaws for membership in the Chapter.

Verification of qualifications for each applicant who is not a member of the Academy will be the responsibility of the Membership Committee.

Admission to membership shall be by approval of the Executive Council, with provision for due process, if an application is rejected. The rules established for due process in termination of membership will apply to consideration of applications for membership which are rejected.

Applicants whose membership application is reviewed by the Executive Council shall be notified by the Secretary of the action of the Executive Council.

3.4 Payment of Dues and Assessments

All members are required to pay annual dues and/or assessments as defined by these Bylaws. Dues shall be collected by the Academy. All members in good standing have full access to all Membership Benefits as defined by their status. Members who are delinquent in paying their dues shall be notified by the Academy and dropped by the Academy for non-payment and they shall be deprived of the privileges of membership in the Chapter immediately upon receipt of such notice. Members dropped for delinquency may be reinstated upon payment of arrears in dues, fees and assessments or, at the discretion of the Executive Council, payment of a reactivation fee.

3.5 Termination of Membership

By a two-thirds (2/3) vote of the entire Executive Council, a member may be terminated for sufficient cause, provided she/he has been notified in writing, with confirmation of receipt, of the charges and has had an opportunity for a presentation before the Executive Council within thirty (30) days of receipt of the charges. If no response is received within the thirty (30) day period, the member may automatically be expelled. If a presentation is held, decision shall be made and conveyed in writing to the member within thirty (30) days of the presentation date. For purposes of this Section 3.5, sufficient cause shall include, but shall not be limited to, (i) violation of the Bylaws or any lawful rules duly adopted by the Chapter, (ii) conduct prejudicial to the interests of the Chapter (as determined by the Executive Council in their sole discretion), (iii) loss of NJ medical license, (iv) conviction of a felony or misdemeanor criminal offense, (v) removal from hospital staffing privileges and (vi) any conduct that brings the member into public disrepute, contempt, scandal or ridicule, or which might tend to reflect unfavorably on the Chapter.

Members may resign from the Chapter by submitting notification of resignation in writing. Notification of resignation shall relieve the member of responsibility for payment of dues and assessments in the next year, but not the current fiscal year, nor shall it relieve the member of responsibility for payment of delinquent dues and/or assessments. All rights and privileges of membership in the Chapter shall terminate upon resignation.

3.6 Suspension During a Pending Investigation

By a two-thirds (2/3) vote of the entire Executive Council, a member may be temporarily suspended during the course of an open investigation. The member will be notified in writing, with confirmation of receipt, of the charges and will be afforded an opportunity to present his or her case to the Executive Council within thirty (30) days of receiving notice. If no response is received within the thirty (30) day period, the member will automatically be suspended. If a hearing is held, decision shall be made and conveyed in writing to the member within thirty (30) days of the hearing date. For purposes of this Section 3.6, sufficient cause shall include, but shall not be limited to ongoing investigations concerning (i) violation of the Bylaws or any lawful rules duly adopted by the Chapter, (ii) conduct prejudicial to the interests of the Chapter (as determined by the Executive Council in their sole discretion), (iii) loss of NJ medical license, (iv) conviction of a felony or misdemeanor criminal offense, (v) removal from hospital staffing privileges and (vi) any conduct that brings the member into public disrepute, contempt, scandal or ridicule, or which might tend to reflect unfavorably on the Chapter.

3.7 Readmission to Membership

Readmission to membership following termination shall be by the same approval mechanism as for initial application.

ARTICLE IV Officers

4.1 Officers

An Officer of the Chapter must be either a Fellow or Specialty Fellow of the Academy or Pediatric Surgical Fellow. The Officers of the Chapter shall be: President, Vice President, Vice President-Elect, Treasurer, Secretary-Editor, Immediate Past President, Diversity, Equity and Inclusion Officer and the PCORE Executive Advisory Council Medical Director (non-elected seat). They shall assume office on July 1 of the year in which they are elected or succeed to office, as the case may be.

4.2 President

The President shall succeed from the position of Vice President and serve a two (2) year term. The President shall:

- (a) Be the official liaison with the Academy;
- (b) Uphold the Constitution and Bylaws of the Academy at the Chapter level;
- (c) Promote Academy and Chapter activities;
- (d) Organize and conduct appropriate meetings and committee projects;
- (f) Preside at all meetings of the members, Executive Committee and Executive Council;
- (g) Represent the Chapter at all District III and National meetings, including the Annual Leadership Forum (ALF) and the National Convention and Exposition (NCE);
- (h) Maintain effective communication and liaison between the Chapter constituency and the Academy Executive Board.
- (i) File an annual report with the Academy by a date to be determined by the Academy.
- (j) Communicate an annual "state of the Chapter" report to the members.
- (k) Maintain an up-to-date functional set of Chapter Bylaws.
- (l) Perform such other duties as may be described in the Academy Bylaws or determined by the Academy Executive Board.

- (m) Perform activities that are consistent with the Academy's Bylaws, Constitution, and policies and that are not prohibited by state or federal law.
- (n) Be an ex-officio, nonvoting member of all Chapter committees.
- (o) Deliver an annual report at the Annual Business Meeting.
- (p) Report the Executive Committee's annual evaluation of the CEO or ED and Medical Director.

4.3 Vice President

The Vice President shall succeed from the office of Vice President-Elect and serve a two (2) year term. When for any reason the President is unable to perform the duties of the office as determined by a majority vote of the Executive Council, the Vice President shall be appointed Acting President and the Vice President-Elect shall be appointed Acting Vice President. In the absence of a Vice President-Elect, a successor shall be elected in the same manner as specified in Article VIII. The Vice President shall become President and the Vice President-Elect shall become Vice President when the full terms are scheduled to start. The Vice President shall:

- (a) Assist the President in the performance of his/her duties and perform other functions delegated by the President or Academy Executive Board.
- (b) Be an ex-officio nonvoting member of all Chapter committees except the Nominating Committee.
- (c) In consultation with the President, be responsible for, and appoint, all committees not set forth in the Bylaws, their chairs and members, and liaison representatives, whose decisions/actions are subject to approval of the Executive Council.
- (d) Be responsible for the orientation of the District Councilors and support the District Councilors in execution of their duties.
- (e) Attend the annual District III summer meeting, the Annual Leadership Forum (ALF) and the National Convention and Exposition (NCE);
- (f) Review grants for goodness of fit with the Chapter mission in conjunction with Medical Director / Chair of the PCORE Executive Advisory Council.
- (g) Serve as Liaison non-voting member of the New Jersey Immunization Network Steering Committee.

4.4 Vice President-Elect

The Vice President-Elect shall automatically succeed to the Vice Presidency two (2) years after his/her election. If the Vice President-Elect is unable to fulfill the duties of the office as determined by a majority of the Executive Council, a successor shall be elected as specified in Article VIII, with a modified time schedule if required. The Vice President-Elect shall:

- (a) Assist the President and Vice President in the performance of their duties.
- (b) Be a nonvoting ex-officio member of all committees, except the Nominating Committee.
- (c) Serve as Membership Recruitment/Retention Committee Chair.
- (d) Be responsible for Chapter educational activities, including Annual Meeting, Resident Career Day and Annual School Health Conference.

4.5 Treasurer

The Treasurer shall be elected for a two (2) year term and may be re-elected for one additional two (2) year term. The Treasurer shall supervise the management of Chapter fiscal affairs, including:

- (a) Collection of dues and assessments.
- (b) Payment of bills and reimbursements authorized by the Executive Council.
- (c) Investment of funds.
- (d) Conduct of an annual audit.
- (e) Ensure the preparation of IRS and other related financial reports.
- (f) Presentation of financial reports at Executive Council meetings and the Annual Business Meeting.
- (g) Review grant budgets prior to submission.
- (h) Serve as Co-Chair of the Fundraising Committee.

4.6 Secretary

The Secretary shall be elected for a two (2) year term and may be re-elected. The Secretary shall:

- (a) Insure that the Chapter's records and minutes are properly maintained.
- (b) Be responsible for publishing and editing the Chapter newsletter.
- (c) Be a Member of the Editorial Board.
- (d) Be a Member of the CME Committee.

4.7 Immediate Past President

The Immediate Past President shall succeed from the position of President and serve a two (2) year term. The Immediate Past President shall:

- (a) Serve as Chair of the Nominating Committee.
- (b) Serve as a resource to the President.

4.8 Medical Director

- a) The Medical Director shall be appointed by the NJAAP Executive Council.
- b) The Medical Director shall be responsible for keeping the Chapter Executive Committee and Chapter Executive Council apprised of the program activities of the Chapter, including grant and contract programs, and research programs.
- c) The Medical Director shall review all grant applications for clinical soundness.

- d) Serve as Chair of PCORE.

4.9 Diversity, Equity and Inclusion Officer

The Diversity, Equity and Inclusion Officer shall be elected for a two (2) year term and may be re-elected for one additional two (2) year term. The Diversity, Equity and Inclusion Officer shall:

- a) Serve as Chair of the Diversity, Equity and Inclusion Committee
- b) Lead in the efforts to integrate best practices for diversity, equity, and inclusion into chapter policies and programs and serve as a resource to the organization and our communities
- c) Be a voting member of the Executive Council
- d) Be a member of the Nominating Committee

4.10 Liability of Officers

All counselors, executives, officers, all employees and agents of the Chapter, and all such other persons who may be specified from time to time by the Officers shall be indemnified by the Chapter against all expenses and liabilities, including counsel fees, reasonably incurred or imposed upon them in connection with any proceeding to which they may be made a party, or in which they may become involved, by reason of being or having been a counselor, an executive, an officer, a member or an employee of the Chapter, or any settlement thereof, whether the person is a counselor, and executive, an officer, a member, or an employee at the time such expenses are incurred, except in cases wherein the person seeking indemnification is adjudged guilty of willful misfeasance or malfeasance in the performance of his or her duties. The right of indemnification provided in these bylaws shall be in addition to, and not exclusive of, all other rights to which the indemnified person may be entitled, but shall not exceed the maximum extent to which indemnification may be permissible under N.J.S.A. 15A:3-4 or other applicable law.

ARTICLE V **Councilors**

5.1 Councilors

Ten (10) District Councilors, four (4) At-Large Councilors and one (1) Resident Councilor shall be elected for a two (2) year term. The District Councilors and At-Large Councilors may be re-elected for two successive two (2) year terms. The members of each District shall elect two (2) Councilors. In addition, four (4) Councilors shall be elected at large. The Resident Councilor cannot be re-elected. The Resident and Post-Residency Members shall elect the Resident Councilor. The Councilors positions shall automatically become vacant if elected to another state or national office. They shall assume office on July 1 of the year in which they are elected.

5.2 District Councilors

The District Councilors shall:

- (a) Represent their districts as voting members of the Executive Council via attendance at in-person meetings, during telephone conference call meetings, and when asked to vote via electronic means.

- (b) Guide, coordinate and report on Chapter activities initiated in their Districts.
- (c) Maintain effective communication within their respective Districts.
- (d) Provide the names of members in their Districts interested in serving on committees.
- (e) Submit in writing to the Nominating Committee Chair, prior to the preparation of a slate of candidates, the names of eligible qualified Fellows and Specialty Fellows from their Districts willing to be candidates for office.
- (f) Be required to participate in one Chapter Committee of their choice.

If a District Councilor does not participate in 50% of the various Executive Council meetings during a two (2) year term, a vacancy shall exist in that District and the Councilor may be replaced until the next election. If a Councilor is unable to attend at meeting, they may send a nonvoting representative in their place; this does not absolve the Councilor of their attendance obligation.

5.3 Districts

New Jersey shall be divided into five Districts composed of Counties as follows:

- (a) District 1 (northeast): Bergen and Passaic
- (b) District 2 (metropolitan): Essex, Hudson, Union
- (c) District 3 (northwest): Hunterdon, Morris, Somerset, Sussex, Warren
- (d) District 4 (central): Mercer, Middlesex, Monmouth, Ocean
- (e) District 5 (south): Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester, Salem

5.4 Resident Councilors

The Resident Councilors shall:

- (a) Represent Residents as voting members of the Executive Council via attendance at in-person meetings, during telephone conference call meetings, and when asked to vote via electronic means.
- (b) Guide, coordinate and report on Chapter activities initiated by Resident members.
- (c) Maintain effective communication with Resident members.
- (d) Provide the names of Resident members interested in serving on committees.
- (e) Serve as Co-Chairs of the Resident Committee.

ARTICLE VI Executive Councils

6.1 Executive Council

Members of the Executive Council shall be: President, Vice President, Vice President-Elect, Treasurer, Secretary-Editor, Immediate Past President, Diversity, Equity and Inclusion Officer the PCORE Executive Advisory Council Medical

Director, ten (10) District Councilors, four (4) Councilors At-Large, and two (2) Resident Councilors. The Medical Director shall serve ex officio.

6.2 Duties and Responsibilities

The duties and responsibilities of the Executive Council shall be to:

- (a) Transact all business of the Chapter and carry out its objectives.
- (b) Adopt rules and regulation for membership in accordance with these Bylaws.
- (c) Act on membership applications.
- (d) Manage, control and conserve Chapter monies.
- (e) Fix dues, fees and assessments.
- (f) Determine reimbursable expenses, including those for:
 - (i) Officers, Councilors, Committee Chairs attending Executive Council meetings.
 - (ii) Designate liaison representatives attending meetings authorized by the President.
 - (iii) The President and Vice President attending Academy Annual Meetings and the Vice President-Elect attending Academy District III meetings and the Annual Leadership Forum.
- (g) Establish committees and task forces.
- (h) Arrange for annual and special meetings of the Chapter; approve the sponsorship of meetings with other organizations.
- (i) Reflect and present official Chapter policy in public; represent the Chapter's constituencies; help maintain effective relationships with medical organizations, allied professions/organizations and the public.
- (j) Have authority by unanimous vote to remove a Chapter Officer and Councilor for any cause that the Executive Council deems sufficient. Such persons may request a hearing before such action is taken.
- (k) Elect by majority vote Fellows or Specialty Fellows to fill vacancies or unexpired terms until the next general election, except for the office of Chapter President, Vice President and Vice President-Elect.
- (l) Have authority to hire and terminate a CEO or ED and define the various duties of that position.
- (m) Have authority to transact all business not otherwise provided by these Bylaws.

6.3 Executive Council Meetings

The Executive Council shall hold no less than two (2) meetings per year in person and no less than two (2) conference calls. Executive Council members must be notified at least thirty (30) days in advance via e-mail or other electronic means. Special Meetings may be called by the President. Six (6) Council members shall constitute a quorum, and majority vote shall prevail. In case of equal votes, the President will cast the deciding vote.

Each meeting may end with an Executive Session for voting members only.

6.4 Executive Committee

The Executive Committee of the Executive Council shall consist of the President, Vice President, Vice President-Elect, Treasurer, Secretary-Editor, Immediate Past President, Diversity, Equity and Inclusion Officer and the PCORE Executive Advisory Council Medical Director. The Executive Committee shall function between meetings of the Executive Council, and its decisions will be subject to review and final approval of the Executive Council. The CEO or ED shall be an ex officio member of the Executive Committee.

6.5 PCORE Executive Advisory Council

The PCORE Executive Advisory Council (EAC) shall identify and support opportunities to further the NJAAP Children's Agenda through research, education and quality improvement.

- (a) Chair. The Medical Director shall serve as the Chair of the PCORE Executive Advisory Council.
- (b) Vice Chair. The Vice-Chair shall be the Vice President of the Chapter for a term of two (2) years and may not serve more than one term. The Vice-Chair shall assist the Chair in the performance of his/her duties and perform other functions delegated by the Chair or other Executive Advisory Council Members. When for any reason the Chair is unable to perform the duties of the office as determined by a majority vote of the PCORE Executive Advisory Council Members, the PCORE Executive Advisory Council Vice-Chair shall be appointed Acting Chair.
- (c) PCORE EAC Membership. The PCORE Executive Advisory Council shall be established by (14) or more persons. The majority of the PCORE EAC must be pediatricians who are also voting fellows of the Chapter. The Council must also include representation from the community at large. All officers of the NJAAP Executive Committee shall be members of the PCORE EAC.

ARTICLE VII **Annual and Special Meetings**

7.1 Annual Meeting

An Annual Meeting shall be held each year at a time and place designated by the Executive Council. The Annual Business Meeting of the Chapter will take place during the Annual Meeting,

7.2 Special Meeting

Special Meetings may be called by the President, Executive Council or on written request by at least fifty (50) vote-eligible members who shall not be officers.

7.3 Notice

Notice of the time, place and purpose of all meetings shall be mailed to the members (electronically and/or via the US Postal Service) and posted on the Chapter website not less than three (3) weeks prior to the meeting date.

7.4 Quorum

Thirty (30) vote-eligible members shall constitute a Quorum for the transaction of business at the Annual Business Meeting of the Chapter.

7.5 Deliberations

All Deliberations of the Chapter, its Executive Council and Committees shall be governed by *Robert's Rules of Order, newly revised*, when not in conflict with these Bylaws.

ARTICLE VIII **Nominating Committee and Elections**

8.1 Membership

The Nominating Committee shall be composed of eight (8) members as follows: one (1) Fellow or Specialty Fellow elected from each of the five (5) Districts, one (1) elected at large, the Diversity, Equity and Inclusion Officer and the Immediate Past President, who shall serve as chair with a vote. Members shall serve staggered terms of three (3) years and may not be re-elected nor concurrently serve in any other Chapter capacity other than the Immediate Past President and Diversity, Equity and Inclusion Officer. Four (4) members present shall constitute a quorum for the transaction of business.

8.2 Duties

The duties of the Nominating Committee shall be to nominate, no later than sixty (60) days prior to the Annual Business Meeting, two (2) or more candidates for the office of Vice President-Elect and one (1) or more candidates for all other offices. Elections shall be completed thirty (30) days prior to the Annual Business Meeting. The committee shall consult with Councilors to identify appropriate candidates.

8.3 Petition

Candidates may also be nominated by Petition, received in the Executive Offices of the Chapter no later than sixty (60) days prior to the Annual Meeting. For District Councilors, the petition must be signed by at least five percent (5%) of vote eligible members in the respective Districts. For the Officers and Councilors-at-Large the petition must be signed by five percent (5%) of the members representing at least two (2) Districts. For the Resident Councilor the petition must be signed by five percent of Resident and Post-Residency members. Petitions must be certified by the Nominating Committee and the results transmitted to the Academy CEO or ED and District III Chair.

8.4 Election

Election shall be by mail or electronic ballot of vote-eligible Fellow, Specialty Fellow, Candidate Fellow, Voting Affiliate, Resident, Post-Residency, and Senior members sixty (60) days prior to the Annual Business Meeting. Elections shall be completed thirty (30) days prior to the Annual Business Meeting. A majority of valid votes received within thirty (30) days after the mailing date shall elect.

ARTICLE IX **Amendments**

The Bylaws of the New Jersey Chapter, American Academy of Pediatrics, must be reviewed by the Executive Council at least once every five (5) years. The Bylaws may be amended by a two-thirds (2/3) vote of a quorum at any Annual Business Meeting, provided such amendment has been previously submitted to the Executive Council at least sixty (60) days prior to the Annual Business Meeting. A copy of the amendment and Executive Council statement shall be mailed (electronically and/or via the US Postal Service) to voting members and posted on the Chapter website at least thirty (30) days prior to the meeting. Upon decision of the Executive Council, a mail or electronic ballot may be utilized at any time in lieu of voting at the Annual Business Meeting, provided thirty (30) days' notice shall be given to members. A two-thirds (2/3) vote of the membership voting shall prevail.

ADOPTION

The undersigned, Secretary of the New Jersey Chapter of the American Academy of Pediatrics, certifies that the foregoing Bylaw as revised were approved and adopted in accordance with the Chapter's Bylaws.

Secretary, NJ Chapter of American Academy of Pediatrics

Date