

**SOUTHERN DISTRICT BYLAWS
AMERICAN PHYSICAL THERAPY ASSOCIATION, INDIANA CHAPTER**

ARTICLE I. Name

The name of this organization shall be the Southern District of the American Physical Therapy Association, Indiana Chapter (hereinafter referred to as District), which is a district of the American Physical Therapy Association, Indiana Chapter (hereinafter referred to as Chapter), which is a component of the American Physical Therapy Association (hereinafter referred to as Association).

ARTICLE II. Object

The object of the District shall be the same as the object of the Chapter as stated in the Chapter Bylaws.

ARTICLE III. Jurisdiction

The Southern District is comprised of the following counties: Vanderburgh, Posey, Warrick, Spencer, Perry, Knox, Dubois, Davies, Martin, Pike, Gibson, Clay, Sullivan, Greene, Owen, Floyd, Clark, Crawford, Jefferson, Switzerland, Ohio, Dearborn, Harrison, Ripley, Orange, Washington, Scott, Jackson, Lawrence, Monroe, Brown, Bartholomew, Decatur, Jennings and Franklin.

ARTICLE IV. Function

The function of the District shall be the same as the function of the Chapter as established in its Bylaws.

ARTICLE V. Membership

Section 1. Classification and qualifications of membership is as stated in the Chapter Bylaws.

Section 2. The rights and privileges of the District's members shall be identical to those established in the Chapter Bylaws.

Section 3. Admission to District membership is assigned by geographical location. Any member desiring to be assigned to a District different from that which the member is geographically assigned may do so by filing a written petition to the Chapter Board of Directors.

Section 4. A member is in good standing within the meaning of these Bylaws if the member is in good standing with the Association.

Section 5. Disciplinary Action

A. Any member who is suspended shall have their membership privileges revoked from the Association, Chapter and District.

B. Complaints to the effect that a member has violated the ethical principles or standards of the Association shall be process in accordance with the Association's procedural document on Disciplinary Action.

ARTICLE VI. Meetings

Section 1. A minimum of four (4) regular meetings shall be held annually to conduct business. A minimum of ten (10) voting members shall constitute a quorum.

Section 2. Special meetings may be called by the Leadership Committee or any ten (10) members, provided that thirty (30) days-notice is given to all members. Attendance is limited to District members and invited guests approved by the Leadership Committee. A quorum shall consist of ten (10) members, including at least two (2) members of the Leadership Committee.

Section 3. The voting body shall be the same as the voting body of the Chapter, as established in the Chapter Bylaws: Article VII, Section 2.

Section 4. Except where otherwise stated in these Bylaws, the Leadership Committee may determine the need for an electronic vote. When an electronic vote is used, a minimum return of fifteen (15)

ballots is needed for a quorum. If an electronic vote is to be taken, members shall receive ballots and instructions at least thirty (30) days prior to the announced deadline for return.

Section 5. Except where otherwise stated in these Bylaws, a majority vote of those responding will determine the action to be taken by the District.

ARTICLE VII. Leadership Committee

Section 1. Composition and Term

- A. The Leadership Committee shall consist of three (3) members - Chair, Vice Chair, and Secretary/Treasurer.
- B. Members of the Leadership Committee shall assume office on July 1, following their election, and serve for three (3) years. No members shall serve more than two (2) complete, consecutive terms in the same office. Exception: When no other individual desires to be nominated for an office, the incumbent may serve more than two (2) complete consecutive terms in the same office.
- C. Vacancies
 - 1. If before the expiration of the term for which he was elected, the Chair dies, is removed, fails to serve, or becomes disqualified, the Vice Chair shall succeed him for the unexpired portion of the term.
 - 2. All other vacancies shall be filled by appointment by the Leadership Committee, for the unexpired portion of the term.

Section 2. Only members of the District, who have been members in good standing for a period of at least one (1) year, immediately preceding their election, and who have consented to serve, shall be eligible for election to office.

Section 3. Duties

Subject to the provision of these Bylaws, the Leadership Committee has full power and complete authority to perform all acts and to transact all business for, and on half of, the District.

- A. The Leadership Committee shall assure the District assumes the obligations and limitations set forth in the Chapter Bylaws.
- B. The Leadership Committee shall create and appoint special committees and direct the activities of all committees as necessary to fulfill the functions of the District.
- C. The Leadership Committee shall assign such duties over and above the usual duties assigned to members of the Leadership Committee.
- D. The Leadership Committee shall maintain liaison with the Chapter and inform District members of pertinent Chapter business.
- E. The Leadership Committee shall fill vacancies which shall stand until the next election.
- F. The Leadership Committee shall keep records of business transacted for the District and shall make a report at each District meeting.
- G. The Leadership Committee shall submit a report of the District's activities to the Chapter Board of Directors, as requested.
- H. The Leadership Committee shall approve the annual budget and all expenditures outside of the approved budget.
- I. The Leadership Committee shall prepare a Slate of Candidates for District elections.

Section 4. Leadership Committee Meetings

- A. The Leadership Committee shall meet at least two (2) times per year and other times, as necessary, to conduct the affairs of the District.
- B. A special meeting may be called at the request of any member of the Leadership Committee, provided that five (5) days-notice is given to members of the Leadership Committee. A majority of Leadership Committee members shall constitute a quorum.

ARTICLE VIII. Leadership Committee Duties

Section 1. Chair

- A. The Chair shall serve as the official head of, and public spokesperson for, the District.
- B. The Chair shall preside at all meetings of the District and Leadership Committee.
- C. The Chair shall be an ex-officio member of all committees.
- D. The Chair shall submit a written report to the Chapter Southern Regional Director at Large, when requested.

Section 2. Vice Chair

- A. The Vice Chair shall assume the duties of the Chair in their absence.
- B. The Vice Chair shall make location and speaker arrangements for all District Meetings.
- C. The Vice Chair shall develop and circulate meeting notices to contacts in the District and to the Chapter Executive Director, for dissemination to District Members.

Section 3. Secretary/Treasurer

- A. The Secretary/Treasurer shall record the minutes of the District and Leadership Committee.
- B. The Secretary/Treasurer shall act as custodian of records belonging to the District.
- C. The Secretary/Treasurer shall maintain records of attendance at all meetings.
- D. The Secretary/Treasurer shall notify the Chapter of vacancies, appointments and election results.
- E. The Secretary/Treasurer shall assume responsibility for the receipt, disbursement and accurate recording of all District funds.
- F. The Secretary/Treasurer shall present a report of the financial status of the District at District and Leadership Committee meetings.
- G. The Secretary/Treasurer shall serve on the Chapter Finance Committee.

ARTICLE IX. Elections

Section 1. Electronic elections shall be held in the Spring. One or more candidates consenting to serve shall be included on the Slate of Candidates. Only those consenting to serve shall be slated.

Section 2. Members shall receive the Slate of Candidates thirty (30) days prior to elections opening.

Section 3. Elections will remain open for two (2) weeks.

Section 4. Each year, one member of the Leadership Committee will be elected. The first year, serving as Secretary/Treasurer. The second year, serving as Vice Chair. The third year, serving as Chair.

Section 5. The Chapter Executive Director will send the Leadership Committee the tally of the votes and notify the Slate of Candidates of the results.

Section 6. Election Results will be sent to District Members within ten (10) days of the elections closing.

ARTICLE X. Finances

Section 1. The Fiscal Year of the District shall be the same as that of the Chapter.

Section 2. No Leadership Committee member, employee or other District Committee member shall expend District funds not provided in the budget, as adopted, and shall not spend District funds in excess of the budget allotment, except when approved by the Leadership Committee.

Section 3. The Leadership Committee shall not commit the District to any financial obligation in excess of its current financial resources.

ARTICLE XI. Dissolution

Section 1. If the Southern District wishes to voluntarily dissolve, the Leadership Committee shall submit a written request and justification to the Chapter Board of Directors, who shall set a hearing within thirty (30) days, following receipt of such request. Upon concurrence of two-thirds (2/3) of the Chapter Board of Directors, the District may be dissolved.

Section 2. In the event that the Southern District should dissolve, all property and records of any nature in the possession of the District, shall, after payment of its bona fide debts, be conveyed to the Chapter.

ARTICLE XII. Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised, shall govern the District in all cases to which they are applicable, and in which, they are not inconsistent with these Bylaws and any special rules or order the District may adopt.

ARTICLE XIII. Amendments

Section 1. These Bylaws may be amended or revised in whole or in part by a two-thirds (2/3) vote of a quorum of eligible District Members. The vote may be taken at a regular or special District meeting or by electronic ballot, provided that the members have thirty (30) days in which to review any proposed amendments before the vote is taken.

Section 2. If the intent of an amendment is editorial or to bring the District's Bylaws into agreement with those of the Chapter or Association, the amendment shall be made as required by the Chapter Bylaws Committee Chair and approved by the Chapter Board of Directors. The Chapter Bylaws Committee Chair shall notify the District membership of such amendment.

ARTICLE XIV. Association as Higher Authority

In addition to these Bylaws, the District is governed by the Chapter and Association Bylaws and Standing Rules and by Chapter and Association policies.

Proviso: These bylaws will take effect immediately upon adoption. The current District Nominating Committee will work with the Chapter Directors at Large, and those that hold current positions, to move into the same/similar roles. If two people want the same role or if those currently serving do not want to continue their term, there will be a special election. The terms will be staggered, to match the terms in the amended bylaws.

Adopted: May 29, 1979

Amended: March 25, 1991; June 19, 2018; November 14, 2018; June 14, 2023; February 2026