

FLORIDA ASSOCIATION OF MARRIAGE AND FAMILY COUNSELORS

BY-LAWS

ARTICLE I Name, Affiliation

and Purpose

Section 1. Name. The name of this association shall be the Florida Association of Marriage and Family Counselors.

Section 2. Affiliation. The general nature of this association shall be a non-profit organization of marriage and family counselors affiliated with the Florida Counseling Association and the International Association of Marriage and Family Counselors.

Section 3. Mission. To promote the value of marriage and family counseling through public awareness, professional development, and advocacy, as well as supporting and unifying marriage and family counselors in all settings, resulting in high quality practices in Florida.

Section 4. Purpose. The purpose of the Florida Association of Marriage and Family Counselors is to enhance marriage and the family by conducting and fostering programs of education in the field of marriage and family counseling; by stimulating, promoting, and conducting programs of research in the field of couples and family counseling; by conducting scientific and educational meetings and conferences; by disseminating information on couples and family counseling to increase public awareness; by establishing contacts with other organizations for scientific and educational pursuits; by examining conditions which create barriers to marriage and families, and working to remove them; and to engage in such other activities as may be desirable or required to accomplish the foregoing objects and purposes. The Association is organized and shall be operated exclusively for charitable, scientific, and educational purposes.

Section 5. Objectives.

- A. To promote high standards of marriage and family counseling.
- B. To promote public policy advocacy.
- C. To provide educational opportunities for marriage and family counselors.
- D. To provide an organizational structure and support to fulfill our mission.
- E. To maintain and enhance communication among our membership.

- F. To promote public awareness of marriage and family counseling.
- G. To encourage partnerships with other professional stakeholders.

Membership and Dues

Section 1. Types of Membership. The Association shall have three classes of members. All members must be members of FCA. The designation of such classes and the qualifications and rights of the members of such classes shall be as follows:

A. Professional Membership

Any individual who is actively involved or interested in the area of marriage and family counseling, including marriage counseling, marital therapy, couple counseling, divorce counseling, mediation, and family counseling or therapy. Professional members in good standing shall have all the rights and privileges of membership in the association, including the right to hold office or to vote.

B. Special Membership

An individual, institution, organization, or agency that is interested in supporting the goals of the Association. Special members in good standing shall have all the rights and privileges of membership in the association, except that they shall not be entitled to hold office or to vote.

C. Student Membership

Any student interested in marriage and family counseling in a graduate counseling program. Student members in good standing shall have all the rights and privileges of membership in the association, including the right to hold office as the Student Representative and to vote.

Section 2. Membership Year. Membership shall begin with the receipt of an application and dues to FAMFC. The membership year shall extend for twelve months from the time dues are paid.

Sections. Severance of Membership.

- A. A member may be removed from membership for the non-payment of dues.
- B. A member may be removed from membership for any conduct that tends to injure or discredit the Association, or that is contrary to or destructive of the objectives according to the By-Laws and the Code of Ethics of the IAMFC.

- C. It shall be the responsibility of the Executive Board, upon investigation and recommendation of the Membership Committee, to determine whether or not a member should be removed from membership for reasons under (B) of this Section 3.

Section 4. Dues. Dues for classifications of membership in the Association shall be determined by the Executive Board.

Section 5. Rights. All professional members are eligible for the services of FAMFC and hold the right to vote and hold the offices of FAMFC President (Present, Elect, and Past), Secretary, and Treasurer. All student members are eligible for the services of FAMFC and hold the right to vote and hold the office of Student Representative. Special members are eligible for the services of FAMFC, but may not vote or hold office.

Section 6. Ethical Requirements. All members of FAMFC are subject to the IAMFC Codes of Ethics and to comply with the procedures established by the Executive Board.

ARTICLE III

Governing Bodies

Section 1. The Executive Board.

- A. Composition. The Executive Board is composed of the FAMFC Past President, President, President Elect, Secretary, Treasurer, Student Representative and standing committee chairpersons.
- B. Function. The Executive Board functions in the following ways:
1. Its members provide the FAMFC Executive Board with advice and reporting concerning the daily management functions of the association.
 2. It is the legislative body of the Association.
 3. It establishes policies to govern affairs of the Association.
 4. It acts, when appropriate, on reports of the Standing and Special Committees.
 5. It adopts and amends the FAMFC division bylaws.
 6. It approves changes in the dues structure for FAMFC.
 7. It approves the FAMFC budget, budget policy, and procedures.
 8. It approves committees, interest groups, and regions and, by 2/3 vote, may dissolve committees, interest groups, and regions.
 9. It approves FAMFC awards and award recipients.
- C. Meetings. The FAMFC Executive Board must meet annually at the FCA Annual convention. Should it be deemed necessary by the president, the FAMFC Executive Board shall meet at the FCA Annual Leadership Conference. The president may call additional meetings with ten days notice. Meetings may be held through telephone conference calls or video-conferencing.

- D. Voting. Each board member has one vote, A majority of the voting members constitutes a quorum. If more than one office is held by the same person, that person shall have but one vote.
- E. Vacancies in Unexpired Terms. In case of a vacancy in an elective office other than the FAMFC President, the FAMFC President shall have the power to fill the position, with Executive Board approval, until the next scheduled election for that office.

ARTICLE IV

Officers of the Association

Section 1. Description of Office. The offices of the Association shall be the President, President-Elect, Past President, Secretary, Treasurer, and Student Representative.

Section 2. Officers.

- A. President. The President shall plan and preside over all meetings held during the term of office. The President, in consultation with the Executive Board, shall appoint all committees and designate committee chairpersons. The FAMFC President shall provide the FCA Board with a state of the association report at each FCA Board meeting.
- B. President-Elect The President-Elect shall succeed to the Presidency the year following the election or when the presidency otherwise shall become vacant. The President-Elect shall work with the President to coordinate the work of the standing committees the Association and shall chair the Nominations and Elections Committee.
- C. Immediate Past President. The President shall succeed to the Immediate Past Presidency following the one year term as President.
- D. Secretary. The Secretary shall serve the Association for two years and shall be responsible for taking minutes at all Executive Board meetings.
- E. Treasurer. The Treasurer shall serve the Association for two years. The treasurer shall work with the FAMFC President and develop a yearly budget for review by the FAMFC Executive Board, He/she is responsible for monitoring financial records and budget oversight and will present financial reports at each FAMFC Executive Board meeting.

- F. Student Representative. The Student Representative shall serve the Association for one year and be responsible for representing graduate student interests on the Executive Board. The Student Representative shall be a student member.

ARTICLE V

Committees

Section 1. Formation. The President, subject to confirmation by the Executive Board, shall name such standing committees, special committees, commissions and task forces as may be needed to conduct the activities of the Association. The term of office for committee members shall be one year except as provided herein.

Section 2. Standing Committees. The Standing Committees of the Association include the following:

- A. Nominations and Elections Committee. The Nominations and Elections Committee shall be chaired by the Immediate Past-President and shall issue a call for nominations from the membership, prepare a ballot to be voted on by all voting members in good standing at the FCA convention, count votes and inform the membership of the results.
- B. Professional Development Committee. The Professional Development Committee shall consist of persons who shall be appointed to assist with the planning and arrangements for the annual convention and other professional development programs.
- C. Membership Committee. The Membership Committee shall promote membership of the Association and devise a recruitment plan. The chairperson of the membership committee will maintain a record of the membership in the Association.
- D. Public Policy and Legislation Committee. The Public Policy and Legislation Committee shall be responsible for developing and promoting an action platform to further the goals and purposes of the Association.
- E. Awards Committee. The Awards Committee shall establish criteria for granting awards for outstanding leadership and service to the profession and other awards approved by the Executive Board.
- F. Newsletter and Web Committee. The Newsletter and Web Committee shall develop and maintain a FAMFC web site and annual newsletter to inform the membership of FAMFC activities.

Section 3. Reporting. Each standing committee shall submit an annual written report of its activities and status to the Executive Board on or before the date of the annual convention and shall report at any other time requested to do so by the Executive board.

ARTICLE VII

Nominations and Elections Procedures

Section 1. Nominations and Elections Committee. The Nominations and Elections Committee shall solicit candidates, conduct elections, count ballots and notify candidates of elections results. The committee shall be chaired by the President Elect.

- A. The Nominations and Elections Committee shall submit to the Executive Board at the fall meeting a slate of candidates for the offices of President Elect on an annual basis, candidates for Secretary and Treasurer when required, and Student Representative.
- B. Candidates shall be introduced in the pre-convention newsletter and at the annual convention.
- C. Members not attending the convention may vote by absentee ballot. Absentee ballots shall appear in the pre-convention newsletter.
- D. The Committee shall conduct elections, count ballots, verify election results, and submit the result in writing to the president.

Section 2. Candidate Qualifications.

- A. Candidates for elective office in the Association shall be current professional members of FAMFC, except the candidate for the Student Representative shall be a current student member.
- B. The nominations and elections committee shall be responsible for verifying a candidates's qualifications for FAMFC and willingness to serve.

Sections. Election Results. A majority vote of official ballots cast shall carry the election. The Chairperson of the Nominations and Elections Committee shall notify the candidates and publish the results of the election in an FAMFC publication. Results will be announced on the final day of the annual convention.

ARTICLE VIII

Business Affairs of the Association

Section 1. Severable or Transferable Interests. No member shall have any severable or transferable interest in the assets of the Association.

Section 2. Disposal upon Dissolution. Upon termination and/or dissolution of the Association, none of its assets shall be distributed to any of the members. All assets shall be transferred to the FCA.

Section 3. Fiscal Year. The Fiscal year of the Association shall be July 1 to June 30.

Section 4. Reports. Members of the Executive Board shall be given expense reports from the Treasurer at each scheduled meeting showing the financial status of the Association.

Section 5. Indemnification of Directors, Officers and Employees. To the extent permitted by law, each director, officer and employee of the Association whether or no I then in office, shall be indemnified by the Association against all costs and expenses reasonably incurred by or imposed upon him/her in connection with or arising out of any action, suit or proceeding in which he/she may be involved by reason of his/her being or having been a director, officer or employee of the Association, such expenses to include the cost of reasonable settlements (other than amounts paid to the Association itself) made with a view to curtailment of costs of litigation. The foregoing right of indemnification shall not be exclusive of other rights to which any director, office or employee may be entitled as a matter of law.

ARTICLE IX

By-Laws

Section 1. Amendments. The following amendment procedures shall be followed when proposed changes to these by-laws are submitted for consideration:

- A. Proposed changes to the By-Laws shall be submitted in writing to the President and Executive Board.
- B. The President shall appoint a By-Laws Revision Committee to study the proposed changes and make recommendations to the Executive Board.
- C. The Executive Board shall study the committee's recommendations for determination of Executive Board's approval.
- D. The Executive Board may amend these By-Laws by a majority vote.

ARTICLE X Rules

of Order

Section 1. Rules. The most recently revised edition of Robert's Rules of Order shall govern any provisions not covered by these By-Laws of the FAMFC.