

# CONSTITUTION OF THE DONA ANA COUNTY MEDICAL SOCIETY

## PREAMBLE

Recognizing that the best interests of the public whom we are privileged to serve, and of the honorable profession of which we, the members, can be most satisfactorily protected by concerted effort, we, the Doctors of Medicine and Osteopathy of Doña Ana County, New Mexico, do hereby organize ourselves in conformity with the following provisions of the Constitution of the Doña Ana Medical Society.

## ARTICLE I: NAME

The name of this organization shall be the Doña Ana Medical Society.

## ARTICLE II: PURPOSES

The purposes of the Doña Ana Medical Society are:

1. To extend medical knowledge and advance medical science and healthcare within Doña Ana County
2. To bring into a single compact organization the reputable and ethical Doctors of Medicine and Osteopathy of Doña Ana County, New Mexico, Doña Ana County postgraduate medical residents, and students in good standing at the Burrell College of Osteopathic Medicine.
3. To elevate the standard of medical education in Doña Ana County.
4. To secure the enactment and enforcement of just medical laws relevant to the county and to represent the interests of doctors, and, thus, patients, in the community to city, county, and state level government.
5. To promote friendly relations among members of the medical profession within Doña Ana County and surrounding areas, fostering community among physicians.
6. To uphold the Principles of Medical Ethics in the practice of medicine assumed under the Hippocratic Oath when entering the medical profession.
7. To keep the members of the profession within Doña Ana County always cognizant of their unique influence on the local society and advocate for the health and safety of our physicians and our practices.
8. To serve to educate and inform hospitals and other institutions regarding how their institutional and structural policies have the potential to negatively impact access to care to our citizens of Doña Ana County.
9. To foster a positive environment for physician practice in order to more effectively recruit and retain physicians in Doña Ana County.
10. To exist as a component society of the New Mexico Medical Society.

## **ARTICLE III: MEMBERSHIP**

### **Qualifications**

Membership in the Doña Ana Medical Society shall be open to all Doctors or Bachelors of Medicine or Osteopathy, or equal degree, who are licensed to practice medicine or osteopathy in Doña Ana County, New Mexico. Additionally, duly registered postgraduate residents at local accredited postgraduate medical residencies and medical students at Burrell College of Osteopathic Medicine shall be eligible for membership. The Bylaws of the Society shall set forth detailed qualifications with regard to the various types of membership.

## **ARTICLE IV: OFFICERS**

### **Section 1: Officers**

The officers of this Society shall be a President, a Vice President, a Secretary, a Treasurer, and an Immediate Past President. During the first year of operation, there will be a temporary executive board appointed by the planning committee and voted on by the general membership at the first membership meeting that will serve for the first year of the Society. Instead of Immediate Past President, there will be a Member at Large with membership on the Executive Committee and all voting privileges. If a past president declines the position of Immediate Past President, a Member at Large will be voted in.

### **Section 2: Terms of Office**

The term of office for each officer shall be designated in the bylaws.

### **Section 3: Responsibilities**

**President:** The President shall preside at all meetings of the Society, represent the Society in its relations with other organizations, serve as a point of contact and delegate to the New Mexico Medical Society, and perform other customary duties. The President shall be the recognized leader of the profession in Dona Ana County during their term of office. The President may appoint a parliamentarian to logistically run meetings and may appoint members of standing committees.

**Vice President:** The Vice President shall assist the President in their duties, serve as a point of contact and delegate to the New Mexico Medical Society, and will succeed to the presidency in the event the President is unable to perform their duties. The Vice President may take on additional duties as delegated by the President.

**Secretary:** The Secretary shall maintain accurate minutes of all Society meetings, issue official notices of meetings, register member attendance, and maintain member records. The Secretary shall conduct official correspondence, and notify members of meetings, elections, and committee appointments.

**Treasurer:** The Treasurer shall be responsible for all Society finances, maintain accurate financial records, open bank accounts, deposit funds, sign checks, and ensure annual financial audits by a certified public accountant. The Treasurer shall collect dues, assessments, and other funds as directed by the Council.

**Immediate Past President:** The Immediate Past President shall serve as an advisor to the Executive Committee, providing historical perspective, mentorship, and continuity within the leadership team. They will attend Executive Committee meetings and collaborate on special projects and initiatives to promote the Society's mission and vision.

**Nonvoting Resident Member:** The Nonvoting Resident Member will be a Resident Physician enrolled in an accredited medical residency in Doña Ana County. The Nonvoting Resident Member will be invited to attend all meetings and executive board meetings and participate in all discussions but will not hold voting privilege.

**Nonvoting Student Member:** The Nonvoting Student Member will be a Medical or Osteopathic Student enrolled in a Burrell College of Osteopathic Medicine or any future accredited medical school in Doña Ana County. The Nonvoting Student Member will be invited to attend all meetings and executive board meetings and participate in all discussions but will not hold voting privilege.

## **Article V: Executive Committee and Meetings**

### **Section 1: Executive Committee**

The Executive Committee shall be the legislative, deliberative, policy-making, and administrative body of the Doña Ana Medical Society. The Executive Committee shall consist of the officers of the Society as listed above in Article IV, Section 1. The President shall preside at all Executive Committee meetings. Each member of the Executive Committee shall have one vote. The actions of the Executive Committee shall be subject to review at the annual business meeting.

## **Section 2: Annual Business Meeting**

All Doña Ana Medical Society members in good standing may attend and participate in the annual business meeting. To attend, each member must register and be credentialed, which entails verifying membership is valid and/or paid. Participants at the annual business meeting serve in an advisory role to the Executive Committee and may provide non-binding feedback. An accounting of the Executive Committee's actions and a treasurer's report from the preceding year will be provided at the annual business meeting.

## **Article VI: Meetings**

### **Section 1: Membership Meetings**

Membership meetings shall be scheduled at intervals determined by the Executive Committee, with meetings occurring at least every 3-6 months as deemed necessary. The purpose of the membership meeting shall be:

- To update members on local developments in the medical community that affect members.
- To provide an opportunity for members to socialize with fellow physicians, residents, and medical students.
- To update members on legislative policies and form plans of action as needed.
- To address any other business deemed necessary by the Executive Committee.

### **Section 2: Annual Business Meeting**

The annual business meeting shall be held in conjunction with one of the regular membership and Executive Committee meetings scheduled by the Doña Ana Medical Society. During the annual business meeting, the Executive Committee shall provide a report of its actions and a treasurer's report from the preceding year. Members attending the annual business meeting may vote on action items extracted from the Report of the Executive Committee, with the opportunity to refer these items back to the Executive Committee for discussion.

## **ARTICLE VII BYLAWS**

This Society shall have a body of Bylaws which shall contain all of the details necessary to amplify and carry out the provisions of this Constitution.

## **ARTICLE VIII AMENDMENTS**

### **Section 1: Proposed Amendments**

Proposed amendments may be initiated either by a member of the Executive Committee or by a petition signed by at least ten (10) active members of the Society.

### **Section 2: Dissemination and Feedback**

Proposed amendments shall be disseminated through electronic, written, or in-person communication at least 30 (thirty) days before the next Executive Committee meeting. Members shall have the opportunity to provide feedback during this period. After dissemination, the amendments will be placed on the Executive Committee's agenda for consideration.

### **Section 3: Executive Committee Review**

Proposed amendments must be discussed in an open session of the Executive Committee. The Executive Committee will refine the proposal with consideration to the non-binding suggestions from the membership.

### **Section 4: Voting**

A vote on the proposed amendment(s) shall be by written ballot. If the proposed amendment(s) secure the affirmative vote of at least two-thirds of the ballots cast, the amendments will be placed on the agenda of the annual business meeting.

### **Section 5: Approval**

The proposed amendment(s) must secure the affirmative vote of at least two-thirds of the ballots cast at the annual business meeting. The ballot will be to either approve or oppose the amendment(s), a simple up or down vote.

### **Section 6: Effective Date**

Amendments so adopted shall become effective immediately upon announcement of the results by the Presiding Officer. After the proposed amendment(s) are passed, the Secretary will inform the membership through electronic communication or a newsletter.