

**BYLAWS OF THE TECHNOLOGIST SECTION  
OF THE  
GREATER NEW YORK CHAPTER, INC.  
OF THE  
SOCIETY OF NUCLEAR MEDICINE  
AND MOLECULAR IMAGING, INC.**

**ARTICLE I. NAME**

The name of this organization shall be “The Technologist Section of the Greater New York Chapter, Inc. of the Society of Nuclear Medicine **and Molecular Imaging, Inc.**” hereinafter referred to as the Section.

**ARTICLE II. ORGANIZATION, MISSION AND OBJECTIVES**

- Section 2.1** The Chapter Technologist Section is an organizational component of the Greater New York Chapter specifically addressing Nuclear Medicine Technologist Issues and Interests.
- Section 2.2** The Chapter Technologist Section must abide by the Bylaws and any applicable Policies and Procedures established by the Society and Chapter.
- Section 2.3** As stated in the Chapter Bylaws, “The Chapter Technologist Section, as an organizational component of the Chapter, automatically falls under the Chapter’s not-for-profit incorporation status, indemnification and/or liability insurance, and tax exemption classification.”
- Section 2.4** **MISSION STATEMENT:** The Technologist Section of the Greater New York Chapter shall provide leadership and active participation by Technologist Members of the Chapter on the local level consistent with the Objectives, Mission, and Goals of the Chapter and Society.

**Section 2.5 OBJECTIVES:**

- A. To provide a professional working forum for Chapter members to disseminate information at the national and regional level(s).**
- B. Serve as a means of establishing the identity and qualifications of Technologist members of the Chapter and to promote professional idealism; to stimulate members to maintain high standards of laboratory service and continued in-service education in discipline of Nuclear Medicine Technology and **Molecular Imaging****
- C. To assist in establishing approved standards in training and qualifications for those practicing Nuclear Medicine Technology and **Molecular Imaging**.**
- D. To promote local technologist organizations wherever they may exist within the Chapter, to lend assistance, encouragement and guidance when requested and to maintain close contact with members of these organizations.**
- E. To provide a mechanism for encouraging and enhancing professional leadership.**

**ARTICLE III. MEMBERSHIP**

**Section 3.1 The Technologist Section shall be composed of Chapter Members. Membership in the Section shall be contingent upon obtaining and maintaining membership in the Society of Nuclear Medicine and **Molecular Imaging** and the Greater New York Chapter, Inc.**

**Section 3.2 Members of the Chapter Technologist Section shall have the right to vote on all issues presented to the membership and may serve on the Section Council or as an elected officer of the Section.**

**Section 3.3 Chapter dues shall be paid to the Society along with Society dues.**

**Section 3.4 Lifetime Achievement Recipient is a special category of membership reserved for those individuals who have made an outstanding contribution to the discipline of Nuclear Medicine Technology and **Molecular Imaging** or the Section through scientific, educational, or other meritorious endeavors.**

- A. No more than one (1) Lifetime Achievement Recipient may be selected in any year. A Lifetime Achievement Recipient must be nominated by a voting member of the Section Council. Such nomination must be confidential until the screening process is completed. Nomination(s) are to be submitted to the Chairman of the Membership Committee with supporting**

evidence to justify this significant award. The Committee may, after discussion, return the nomination to the nominating member of the Section Council, without comment or forward a recommendation to the Section Council for a vote on the award. A majority vote of those voting members present is required to elect a Lifetime Achievement Recipient.

- B. Lifetime Achievement Recipients may attend all meetings of the Section without payment of registration fees, and may receive all publications of the Section.

**Section 3.5 Meetings of the Membership**

- A. The Section membership will meet annually in conjunction with the annual Spring Symposium.
- B. Additional meetings may be called by the Section Council provided notice of the meeting has been made to the membership at least thirty (30) days prior to the meeting.
- C. At the annual business meeting, any member shall have the right to bring any topic of concern to the Section under “New Business.” New Business presented shall then be acted upon or referred to the Section Council or Executive Committee for action. That action shall be reported at the next business meeting of the Section.
- D. A quorum for Section meetings shall be constituted by those members present.

## **ARTICLE IV. OFFICERS**

- Section 4.1** The officers of the Chapter Technologist Section shall be a President, a President-elect, a Secretary-Historian, a Treasurer, and a National Council Delegate.. Officers may not hold more than one (1) elective office in the Section.

**Section 4.2 Terms of Office:**

- A. Officer’s terms shall commence at the conclusion of the annual business meeting at which they are elected and end **2 years later at the conclusion of that year’s annual business meeting.**
- B. **The term of office for all officers (President, President Elect, Secretary and Treasurer as well as the National Council Delegate shall be 2 years.** The President-Elect shall assume the office of President at the conclusion of his/her term as President-Elect.

- C. The terms of office shall commence at the conclusion of the annual meeting, which is to be held concurrently with the annual Symposium. Should the Spring Symposium not be held, the annual meeting of the Section will coincide with the annual business meeting of the Chapter.**
- D. All officers other than the President and President Elect may stand for re-election.**

**Section 4.3 Duties of Officers: Officers shall perform the duties prescribed by these bylaws, by the parliamentary authority adopted by the Section and those additional duties assigned from time to time by the Section Council or designated in the Polices and Procedures manual established by the Section Council.**

**A. President:**

- 1. Presides at meetings of the Executive Committee, Section Council, annual business meeting of the Section and any special meetings that may be called;**
- 2. Is an ex-officio member of all committees except the Nominating Committee;**
- 3. May authorize and initiate expenditures by the Treasurer (with the concurrence of the Council);**
- 4. Establishes special committees to function in areas of concern to the Section;**
- 5. Prepares the agenda for the annual meeting;**
- 6. Submits a written and/or oral report at each Chapter Board of Governors meeting**

**B. President-Elect:**

- 1. Functions as the primary delegate of the President in selected matters of the Section;**
- 2. Serves as Chairperson of the Membership Committee;**
- 3. Serves as a member of the Society of Nuclear Medicine Technologists Section's Membership Committee;**
- 4. Assumes the responsibilities of the President in the case of a temporary or permanent absence of the President, and assumes that responsibility until the return of the President or the completion of the term of President-Elect;**

**5. While assuming the responsibilities of the President, the President-Elect will not change appointments made by the President, except for cause.**

**C. Secretary-Historian:**

**The Secretary-Historian is responsible for recording the minutes of meetings and for maintenance of the archives of the Section as they accumulate.**

**D. Treasurer:**

- 1. The Treasurer handles the monetary affairs and maintains proper accounts under the authorization and direction of the Section Council.**
- 2. The Treasurer prepares the budget of the Chapter Technologist Section.**
- 3. The Treasurer shall submit periodic financial reports.**

**E. National Council Delegate:**

**The National Council Delegate functions as the Section's representative and attends meetings of the National Council of Representatives of the Society of Nuclear Medicine and [Molecular Imaging](#) Technologist Section ([SNMMI-TS](#)) and serves as a liaison between the [SNMMI-TS](#) and the Section.**

**Section 4.4 Vacancies:**

- A. The succession to the office of President shall be as follows: President-Elect, Secretary/Historian, Treasurer, National Council Delegate, and an appointee of the Council of Past Presidents.**
- B. Should the office of President-Elect become vacant prior to the election of new officers, this office shall remain vacant until the next election and a President and President-Elect shall be elected by the membership.**
- C. Should the office of Secretary-Historian, or Treasurer become vacant prior to the election of new officers, the President shall, with the approval of the Council, make a temporary appointment to fill this office until the next election.**

**D. Should the office of the National Council Delegate become vacant, the **President or an individual designated by the President** shall serve as the National Council Delegate until the completion of the term of National Council Delegate**

**Section 4.5 Removal of Officers:**

- A. In the event an officer of the Section, elected or appointed, shall fail to fulfill the duties of the office to which they have been elected or appointed, a formal charge shall be made to the Section Council asking for their removal from office. The Section Council may institute a Grievance Committee to consider the charge(s) and make its recommendations to the Executive Committee and the Section Council. The Section Council shall vote either to drop the Charge(s) or proceed with consideration for removal from office.**
- B. Should the recommendation be for removal from office, the Secretary will send a registered (return receipt requested) letter to the officer, identifying the charge(s) and the decision of the Executive Committee and the Section Council.**
- C. The accused officer shall have the right to appear in person before the Executive Committee and the Section Council to respond to the charges.**
- D. Should the accused officer choose to respond to the charges before the Executive Committee and the Section Council, the accused officer must, by registered mail, notify the Chairperson of the Grievance Committee, within ten (10) days of receipt of the charges and recommendation(s), of his/her desire to appear before the Section Council.**
- E. A special meeting of the Section Council will be called within thirty (30) days.**
- F. The Grievance Committee Chairperson shall present the charge(s) and any evidence to support the charge(s). The accused officer shall then be entitled to present a defense.**
- G. At the conclusion of the meeting, a written ballot vote shall be taken. If the vote for removal is affirmative, the accused is removed from office immediately. For the lack of an affirmative vote, all charges shall be dropped.**
- H. For any office other than the office of the President, any vacancy created by the removal of an officer shall be filled by the President. The President shall appoint a member to fill the**

vacancy for the remaining term of office in accordance with these bylaws and with the concurrence of the Section Council.

## ARTICLE V. NOMINATION AND ELECTION OF OFFICERS

- Section 5.1** Officers shall be elected by mail or **secure electronic** ballot prior to the annual Spring meeting.
- Section 5.2** It shall be understood by all candidates or appointees for any office or committee chair that attendance at all meetings is required unless excused by the President.
- Section 5.3** Any Section Council member shall provide, in writing, to the members of the Nominating Committee a list of names to be placed into nomination for elective office ninety (90) days prior to the annual meeting of the Section. The committee will include in its consideration for nomination, additional members of the Section whose names are recommended in a petition signed by at least ten (10) members of the Section. Current curriculum vitae shall be furnished by each nominee.
- Section 5.4** The ballot of candidates selected by the Nominating Committee shall be forwarded to the membership at least thirty (30) days prior to the annual business meeting of the Section. The Chairperson of the Nominating Committee is the Immediate Past President
- Section 5.5** Ballots shall be returned to the Nominating Committee Chairperson no later than midnight five (5) days prior to the annual meeting. Ballots received after midnight on the fifth day prior to the annual meeting, will not be counted.
- Section 5.6** The ballot shall contain:
- A.** Two (2) names for each of the following offices:  
President-Elect, National Council Delegate,  
Secretary/Historian, and Treasurer.
  - B.** There shall be a space provided for write-in candidates. Write-in candidates must indicate a willingness to accept the elected office not later than one (1) day after the tabulation of the ballots.
  - C.** Any bylaw amendments being proposed to the Section's bylaws shall appear on the ballot and a place shall be provided for a "Yes" or a "No" vote.
- Section 5.7** The tabulation of the ballots shall be conducted by the Nominating Committee in a manner to assure that secrecy of the vote is guaranteed.

- Section 5.8** For each office, the candidate who received the largest number of votes shall be elected to office. Should a successful write-in candidate not accept, the candidate with the next largest number of votes shall be elected to office.
- Section 5.9** In the event of a tie vote, Section members present at the annual business meeting of the Section shall cast votes and break the tie.
- Section 5.10** Results of the election shall be made known at the annual business meeting.
- Section 5.11** Paper Ballots will be embossed with the GNYC-TS seal. Any duplicated ballots will not be accepted. **Electronic ballots will be secured with a unique identifier for each voting member.**

## **ARTICLE VI. SECTION COUNCIL**

- Section 6.1** **Composition:**
- A.** All members of the Section Council **MUST** be current members of the SNMMI-TS
  - B.** The voting members of the Section Council shall be the Executive Committee of the Section, and one (1) Area Council Delegate, appointed by the President, from each of the geographically designated areas of the Section.
  - C.** Past Presidents and the Chairpersons of the Standing and Special Committees shall also be voting members of the Section Council.
  - D.** There shall be only one (1) vote for each voting member of Section Council.
  - E.** Members of the Section elected to national office shall be ex-officio members of the Section Council and will also be a voting member.
- Section 6.2** **Quorum:** Five (5) voting members are required to constitute a quorum, with not less than two (2) areas as defined in these bylaws, being represented. A quorum must be present to take any official action
- Section 6.3** **Meetings of the Council:**
- A.** The Section Council shall meet as often as necessary to conduct its business, but not less than two (2) times in any one calendar year.

- B. Special meetings of the Council may be called by the President, with the approval of a majority of the Executive Committee, or by petition of four (4) members of the Council.
- C. Notice of special meetings must be sent to each member of the Council no less than fifteen (15) days prior to the date of the special meeting.

**Section 6.4 Duties of the Council:**

- A. The Section Council will be responsible for conducting the business affairs of the Section and shall be responsible for all money received for the operation of the Section.
- B. The Section Council may levy dues and fees as deemed necessary.
- C. The Council may make rules and regulations and develop a Policy and Procedure Manual necessary for the management of the Section in order to carry out the Section's Objectives.
- D. The Council may delegate any of its responsibilities to the Executive Committee, a standing committee, or a special committee, upon approval by a majority of the Council.
- E. All decisions by the Council shall be by vote.
- F. Routine business operations of the Sections shall be handled by the Section Council.
- G. Contract, signatures, gifts and bequests shall be handled in a manner established by the Section Council.

**ARTICLE VII. COMMITTEES AND THE COUNCIL OF PRESIDENTS**

**Section 7.1 EXECUTIVE COMMITTEE:**

**Composition:** The Executive Committee of the Section shall consist of the President, President-Elect, Secretary/Historian, Treasurer, **Immediate Past President** and National Council Delegate.

- A. The committee functions to facilitate the business of the Section and to administer policies and directions of the Section.
- B. The committee acts as an advisory body to the President.

- C. **The committee shall keep a record of the minutes of this committee.**
- D. **The members of this committee shall sit as voting members on the Board of Governors of the Chapter.**
  - 1. **Technologist members serving on the Board of Governors shall, in a manner established by the Chapter Board of Governors, present decisions made by the Section.**
  - 2. **As stated herein, the Section’s President shall submit a written **or oral** report at each Board of Governors meeting.**

**Section 7.2 All standing and special committee chairpersons and the chairperson of the Council of Presidents will report to the Section Council on the activities of the committee on which they serve.**

**Section 7.3 STANDING COMMITTEES:**

- A. **BYLAWS COMMITTEE: The President shall appoint The Chairperson of this committee. The Chairperson shall select at least two (2) additional members, with the approval of the President. This committee shall monitor the Section bylaws and when necessary formulate and make suggested changes for submission to the Section Council prior to submission to the membership.**
- B. **FINANCE COMMITTEE: The committee shall consist of three (3) members. The Treasurer and two additional members selected by the Section Council. The Section Treasurer shall chair this committee. The committee is responsible for investigating means to optimize available funds.**
- C. **NOMINATING COMMITTEE: The Immediate Past President of the Section shall chair this committee. Four (4) additional members will be appointed by the Chairperson, with the approval of the President. The four (4) members will be from different areas within the Section. The committee will act in accordance with the duties outlined in these bylaws. The formal ballot will be approved by a majority of the committee at least ten (10) days prior to mailing. All nominees must be evaluated by each member of the committee. Committee members may not be nominated for office.**

**Section 7.4 COUNCIL OF PAST PRESIDENTS: The Immediate Past President shall serve as chairperson for this council and shall become a permanent member of this council. The function of this council is advisory and shall be concerned with the long-term development of the Section. The council has no voting power outside itself and its judgement(s) will not be mandatory upon the Section. The Chairperson reports to the Section Council and at its discretion to any branch of the Section.**

**Section 7.5 SPECIAL COMMITTEES: The President may appoint Chairpersons and Committee members to special committees when deemed necessary.**

## **ARTICLE VIII. SECTION AREAS**

**Section 8.1 Technologist Section areas to be represented on the Section Council will include:**

- 1. Northern New Jersey**
- 2. Delaware Valley**
- 3. Lehigh Valley**
- 4. Central PA**
- 5. New York City**
- 6. Long Island**
- 7. New York State**

**Section 8.2 Each Technologist Section Area indicated above shall be represented by an Area Council Delegate on the Technologist Section Council. Area Council Delegates shall be an Ad Hoc appointment by the President.**

**Section 8.3 Should the position of Area Council Delegate (in any area) become vacant, the President shall appoint a replacement delegate for the remainder of the term.**

## **ARTICLE IX. AMENDMENTS TO THE BYLAWS**

- Section 9.1** Any member of the Section may initiate a proposal for an amendment to the bylaws. All proposed amendments shall be submitted in writing to the Chairperson of the Bylaws Committee.
- Section 9.2** In conjunction with the election of officers, proposed bylaw amendments shall be presented to the membership by mail OR **secure electronic** ballot following approval by a majority vote of the Section Council.
- Section 9.3** Adoption of any proposed bylaw amendment shall require a majority of affirmative votes of the returned ballots.
- Section 9.4** Section bylaws shall be consistent with the Bylaws of the Society of Nuclear Medicine **and Molecular Imaging, Inc.**, the Society of Nuclear Medicine **and Molecular Imaging** Technologists Section.

## **ARTICLE X. PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Chapter Technologist Section in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Section may adopt.

## **ARTICLE XI. TERMINATION OF THE SECTION**

Should the Section cease to exist, all minutes, documents and money become the property of the Technologist Section of the Society of Nuclear Medicine **and Molecular Imaging, Inc.**