



## Report of the Committee on Constitution and Bylaws

### Members Present:

LuGina Mendez-Harper (NM), *chair*; Robert Carpenter (VT); Laura Forbes (VI); Kishor Mehta (PA); Charles Wetherbee (TX).

### Others Present:

Mark D. Johnston, *Executive Committee liaison*; Carmen A. Catizone, Melissa Madigan, Eileen Lewalski, Maureen Schanck, and Lisa Braddy, *NABP staff*.

The 2014-2015 Committee on Constitution and Bylaws met via teleconference on April 7, 2015.

### Review of the Committee Charge

The committee reviewed its charge as stated in the NABP Constitution and Bylaws. No additions or changes were proposed. Therefore, the charge reads as follows:

#### Article VI – Amendments

##### Section 1.

- (a) The Committee on Constitution and Bylaws shall consist of five (5) members appointed annually by the President. The President shall designate a Chairperson from the Committee members who shall preside at the Committee meetings.
- (b) It shall be the duty of the Committee on Constitution and Bylaws to review any proposed amendments to the Constitution and Bylaws, to suggest changes, if any, to such amendments, and to make a Committee recommendation of “pass,” “not pass,” or “no recommendation” to each such proposed amendment.
- (c) Any active member board, the Executive Committee, or the Committee on Constitution and Bylaws may propose amendments to the Constitution and Bylaws of the Association.

##### Section 2.

- (a) Proposed amendments to this Constitution shall be in writing and delivered to the Executive Director/Secretary of the Association not more than ninety (90), nor less than forty-five (45), days prior to the Annual Meeting. Each such proposed amendment shall be delivered by the Executive Director/Secretary to the Committee on Constitution and Bylaws no less than five (5) days before the Committee on Constitution and Bylaws is convened.
- (b) Amendments to the Constitution proposed by the Committee on Constitution and Bylaws shall be in writing and delivered to the Executive Director/Secretary not less than thirty-five (35) days prior to the Annual Meeting.

## Report of the Committee on Constitution and Bylaws

### Section 3.

- (a) The Executive Director/Secretary shall forward all proposed amendments to each board of pharmacy not less than thirty (30) days before the Annual Meeting of the Association.
- (b) Proposed amendments so received shall be presented at any session of the Annual Meeting. Such amendments shall be presented for consideration at the next succeeding Annual Meeting and for adoption shall require an affirmative vote of two-thirds (2/3) of the total number of active member boards of the Association.

## Bylaws Article VI

### Section 1. Proposed Amendments

- (a) Proposed amendments to the Bylaws shall be in writing and delivered to the Executive Director/Secretary of the Association not more than ninety (90), nor less than forty-five (45), days prior to the Annual Meeting. Each such proposed amendment shall be delivered by the Executive Director/Secretary to the Committee on Constitution and Bylaws no less than five (5) days before the Committee on Constitution and Bylaws is convened.
- (b) It shall be the duty of the Committee on Constitution and Bylaws to review any proposed amendments to the Bylaws, to suggest changes, if any, to such amendments, and to make a committee recommendation to each such proposed amendment.
- (c) Amendments to the Bylaws proposed by the Committee on Constitution and Bylaws shall be in writing and delivered to the Executive Director/Secretary not less than thirty-five (35) days prior to the Annual Meeting.
- (d) The Executive Director/Secretary shall forward all proposed amendments to members of the Executive Committee and all active and associate member boards not less than thirty (30) days prior to the Annual Meeting.

## **Review of Previous Reports and Background Information**

Chairperson Mendez-Harper reviewed with committee members the 2013-2014 Committee on Constitution and Bylaws report. Catizone then provided an overview of the Constitution and Bylaws, emphasizing its role in Association governance regarding matters such as membership, Annual Meeting, and procedures for Constitution and Bylaws amendments and their submission.

## **Executive Committee Proposed Amendment Set No. 1**

Chairperson Mendez-Harper reviewed with committee members the proposed amendment to the Bylaws submitted by the Executive Committee in Amendment Set No.1, which is to be presented, discussed, and voted on at the NABP 111<sup>th</sup> Annual Meeting to be held on May 16-19, 2015, in New Orleans, LA. She informed members that a Resolution was proposed by the Executive Committee to add the Bahamas and Newfoundland and Labrador as associate members of NABP, and that the Bahamas be assigned to District 4 and Newfoundland and Labrador be assigned to District 1.

## **RECOMMENDATION 1:**

## Report of the Committee on Constitution and Bylaws

The 2015 Committee on Constitution and Bylaws recommends “Pass” on Executive Committee Bylaws Amendment Set No.1, to add the Bahamas Pharmacy Council and the Newfoundland & Labrador Pharmacy Board as associate members of NABP, and that the Bahamas be assigned to District 4 and Newfoundland and Labrador be assigned to District 1.

### Article IV

The active and associate member boards of this Association shall be grouped into the following eight (8) Districts (grouping may include prospective members):

#### District 1:

Connecticut; Maine; Massachusetts; New Brunswick\*; Newfoundland and Labrador\*; New Hampshire; Nova Scotia\*; Quebec\*; Rhode Island; Vermont.

#### District 2:

Delaware; District of Columbia; Maryland; New Jersey; New York; Ontario\*; Pennsylvania; Virginia; West Virginia.

#### District 3:

Alabama; Florida; Georgia; Kentucky; Mississippi; North Carolina; Puerto Rico; South Carolina; Tennessee; Virgin Islands.

#### District 4:

Australia\*; Bahamas\*; Illinois; Indiana; Michigan; Ohio; Wisconsin.

#### District 5:

Iowa; Manitoba\*; Minnesota; Nebraska; North Dakota; Saskatchewan\*; South Dakota.

#### District 6:

Arkansas; Kansas; Louisiana; Missouri; Oklahoma; Texas

#### District 7:

Alaska; Alberta\*; British Columbia\*; Idaho; Montana; Oregon; Washington; Wyoming.

#### District 8:

Arizona; California; Colorado; Guam; Hawaii; Nevada; New Mexico; New Zealand\*; Utah.

\*Associate Member

### Non-Substantive Technical Clarifications

The Committee on Constitution and Bylaws recommended that Bylaws Article IV clarify active and associate members by designating associate members with an asterisk. The Bylaws will now indicate this membership distinction.

## **Report of the Committee on Constitution and Bylaws**

The Committee on Constitution and Bylaws also noted that Bylaws Article VI Section 2 Amendment Voting could be clarified and recommended the following non-substantive edit:

### Section 2. Amendment Voting

Any such proposed amendment received in accordance with Section 1 of this Article shall be presented at any session of the Annual Meeting, exclusive of the last session. At any subsequent session of ~~the~~ that Annual Meeting, said proposed amendment may be adopted by an affirmative vote of a majority of the total number of active member boards of the Association. Any proposed amendment which shall not receive the vote required herein for adoption must be re-submitted in accordance with Section 1 of this Article before receiving further consideration at a subsequent Annual Meeting.