



NABP
National Association of
Boards of Pharmacy

Report of the Committee on

CONSTITUTION AND BYLAWS



Report of the Committee on Constitution and Bylaws

Members Present:

Lucy Shell (TN), *chair*; Jacqueline Hall (LA); Tony King (MT); Mark Klang (NY); Keith Vance (NC).

Others Present:

Stacey Ranucci, *Executive Committee liaison*; Melissa Becker, Andrew Funk, Eileen Lewalski, Neal Watson, Maureen Schanck, and Jess Ruhl, *NABP staff*; Raquel Lockridge and Hannah Vitali, *University of Tennessee Health Science Center College of Pharmacy students*; Olunife Akinmolayan, *APhA Executive Resident, Practice & Government Affairs*.

The 2023-2024 Committee on Constitution and Bylaws met virtually on April 8, 2024.

Review of the Committee Charge

Chairperson Shell reviewed the committee charge as stated in the NABP Constitution and Bylaws. 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.

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 V

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.

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 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.

Review of Previous Reports and Background Information

Chairperson Shell reviewed with committee members the 2022-2023 Committee on Constitution and Bylaws report. Staff then provided an overview of the Constitution and Bylaws document, emphasizing its role in Association governance regarding matters such as membership, the Annual Meeting, and procedures for Constitution and Bylaws amendments and their submission.

Proposed Bylaws Amendment

Chairperson Shell reviewed with committee members the Proposed Bylaws Amendment, submitted by the NABP Executive Committee, which will be presented and voted on during the 120th NABP Annual Meeting to be held May 14-17, 2024.

It was noted that the Executive Committee proposed the amendment in light of the fact that The Bahamas Pharmacy Council has ceased its membership in NABP.

Committee members discussed the proposed amendment and agreed to recommend its passage.

RECOMMENDATION:

A motion was made and passed to recommend “Pass” on the Proposed Bylaws Amendment.
(Motion by Vance, Second by King)

Article III

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; Prince Edward Island*; Virginia; West Virginia.

District 3:

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

District 4:

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; Utah.

*Associate Member