

**BYLAWS OF THE NORTH DAKOTA
ATHLETIC TRAINER'S ASSOCIATION, INC**

Article I

PRESIDENT OF THE NORTH DAKOTA ATHLETIC TRAINERS' ASSOCIATION, INC

Section 1

Selection:

In accordance with Article VIII Section 3 of the Constitution.

Section 2

Term of office:

In accordance with Article VIII Section 4 of the Constitution.

Section 3

Functions and Responsibilities:

1. Serves as the official spokesperson for the Executive Board concerning matters of public concern.
2. Maintains communications with the Executive Board pertaining the coordination, management, and supervision of the Association's affairs.
3. Calls and presides over all meetings of the Executive Board.
4. Appoints with agreement of the Executive Board all committee chairpersons.
5. Serves as ex-officio member on all Association committees.
6. Presides over all Association meetings as deemed necessary and advisable.
7. Appoints with agreement of the Executive Board, representatives to allied organizations.
8. Receive reimbursement for travel (mileage/airfare, per diem and lodging as needed) to State Executive Board meetings.

Article II

EXECUTIVE DIRECTOR OF THE NORTH DAKOTA ATHLETIC TRAINERS' ASSOCIATION, INC

Section 1

Selection:

In accordance with Article VIII Section 3 of the Constitution

Section 2

Term of office:

In accordance with Article VIII Section 4 of the Constitution

Section 3

Functions and Responsibilities:

1. Serve as the official spokesperson for the State on the Board of Directors of the Mid-America Athletic Trainers' Association (NATA District 5).
2. Keep the membership informed about MAATA and NATA affairs.
3. Represent the state and members in communication with the MAATA and the NATA.

4. Receive reimbursement for travel to the MAATA and NATA Annual Meetings and Symposium and the state Executive Board meetings.
5. Serve as the state representative to the MAATA scholarship committee.

Article III

VICE PRESIDENT OF THE NORTH DAKOTA ATHLETIC TRAINERS' ASSOCIATION, INC

Section 1

Selection:

In accordance with Article VIII Section 3 of the Constitution.

Section 2

Term of office:

In accordance with Article VIII Section 4 of the Constitution.

Section 3

Functions and Responsibilities:

1. Presides over meetings of the NDATA and the Executive Board in absences of the President.
2. Assumes the office of President as prescribed in the Constitution.
3. Compiles reports from the Committees of the NDATA and maintains communication from the Executive Board and the Committees.
4. Sergeant At Arms.
5. Receive reimbursement for travel to state Executive Board meetings.

Article IV

SECRETARY/TREASURER OF THE NORTH DAKOTA ATHLETIC TRAINERS' ASSOCIATION, INC

Section 1

Selection:

In accordance with Article VIII Section 3 of the Constitution.

Section 2

Term of office:

In accordance with Article VIII Section 4 of the Constitution.

Section 3

Functions and Responsibilities:

1. Registering and compiling the minutes for all business meetings and Executive Board meetings.
2. Managing the membership.
3. Maintain accounting of all funds and expenditures for the Association, Including the payment of bills.
4. Compiles and publishes semi-annual fiscal report for the membership.
5. Updating and providing for mailing lists of membership.
6. Receiving reimbursement for travel expenses to state Executive Board Meeting.

Article V

GOVERNMENTAL AFFAIRS COMMITTEE

Section 1

Selection of chairperson:

Appointed by the President of the Association with approval of the Executive Board.

Section 2

Term of office:

Two years and may be reappointed with approval of the Executive Board.

Section 3

Selection of Committee Members:

The number of committee members shall be determined and appointed by the President with approval of the Executive Board. It should be as representative as possible of different geographical and employment areas of the Association.

Section 4

Functions and Responsibilities:

1. Chairperson is responsible for maintaining the Constitution and By-laws.
2. Any changes made by amendment by the membership or Executive Board must be documented according to the regulations contained in the Constitution.
3. Chairperson shall be the state representative to the District governmental affairs committee.
4. Committee should serve as a clearinghouse for all matters pertaining to State Licensure of Athletic Trainers.
5. Act as a liaison between the Association and various related organizations. e.g.. (AMA, APTA, ACSM, NDHSAA) in matters pertaining to regulation of athletic training.
6. Work with legislators and lobby for licensure revisions as they occur.
7. Keep abreast of any licensure problems within the state of North Dakota.

Article VI

PUBLIC RELATIONS AND INFORMATION COMMITTEE

Section 1

Selection of Chairperson:

Appointed by the President of the Association with the approval of the Executive Board from certified/Licensed membership of the organization.

Section 2

Term of office:

Two years and may be reappointed by the Executive Board.

Section 3Committee Members:

The number of committee members will be determined by the Chairperson to form a workable group.

Section 4Selection of Committee Members:

Recommended by the Chairperson, appointed by the President with the approval of the Executive Board.

Section 5Functions and Responsibilities:

1. Chairperson is responsible for keeping our membership informed on state, district and national news.
2. To have a quarterly news letter published.
3. Needs to use PR money allotted to the Public Relations fund.

Article VII**STATE HISTORIAN****Section 1**Selection of Chairperson:

Appointed by the President with agreement of the Executive Board from the Certified/Licensed membership of the Association.

Section 2Term of office:

Two years and may be reappointed with approval of the Executive Board.

Section 3Functions and Responsibilities:

1. Compiles and maintains a history of the NDATA.
2. Compiles and maintains history of the NDATA founders.
3. Compiles and maintains important documents.
4. Organize and promote a State Athletic Training Hall-of-Fame.

Article VIII**NOMINATION COMMITTEE****Section 1**Selection of Chairperson:

Appointed by the President with approval of the Executive Board from the Certified/Licensed membership of the Association.

Section 2Term of office:

Two years and may be reappointed with the approval of the Executive Board.

Section 3Selection of Committee Members:

The number of committee members will be determined by the President with the approval of the Executive Board to form a workable group.

Section 4Functions and Responsibilities:

1. Solicit nominations for election to NDATA Executive Board Positions.
2. Obtain biographies on prospective candidates for office.
3. Publish a slate of candidates for office and advertise the slate in the newsletter.
4. Do all the mailing for mail ballots.
5. Count the ballots and inform the Executive Board (minus the board member being voted on) the results.
6. Mail out the information on who won the elections or post it in the next newsletter if being published soon to the date of the election.

Article IX**MEMBERSHIP PROVISIONS AND DUES****Section 1**Membership Classes:

1. **CERTIFIED/LICENSED**
Individuals must be NATA Certified Athletic Trainers or ND Licensed Athletic Trainers.
2. **CERTIFIED/LICENSED STUDENTS**
Individuals must be NATA Certified Athletic Trainers or ND Licensed Athletic Trainers who are full-time University or College students.
3. **UNIVERSITY, COLLEGE STUDENT**
Individuals must be a student in a university or college and engaged in athletic training.
4. **HIGH SCHOOL STUDENT ATHLETIC TRAINER**
Individuals who are full-time high school students and engaged in athletic training.
5. **AFFILIATE**
Individuals who are interested in athletic training or certified-eligible persons.
6. **ADVISORY**
Physicians who are directly associated with a sports program and are providing medical care to athletes.
7. **ALLIED**
Individuals whose business interests are related to athletic training.
8. **HONORARY**
Individuals who, by virtue of their acts and speech, have profound interest in the athletic training profession and enhancing its service to those in athletic training and athletics shall be eligible for lifetime membership in

this class as voted by Association membership.

9. RETIRED

A member who retires because of age shall have the privilege of continuing in the membership class held at retirement without further payment of dues.

Section 2

Dues:

1. All certified, non student, dues are paid through the NATA Annual Dues.
 - a. Certified, non-members, moving to the state after their NATA dues have been paid will be pro-rated as follows:
 1. January 1st - March 31st: \$20.00
 2. April 1st - June 30th: \$15.00
 3. July 1st - September 30th: \$10.00
 4. October 1st - December 31st: \$ 5.00
2. Certified/Licensed Student members shall pay an annual dues amounting to ten dollars (\$10.00).
3. University/College Student members shall pay an annual dues amounting to five dollars (\$5.00).
4. High School Student members shall pay annual dues amounting to two dollars (\$2.00).
5. Affiliate members shall pay annual dues amounting to twenty dollars (\$20.00).
6. Advisory members shall pay annual dues amounting to twenty dollars (\$20.00).
7. Allied members shall pay annual dues amounting to twenty dollars (\$20.00).
8. Honorary members are voted in and are members free of charge.
9. Retired members are members for as long as they shall like, free of charge.

Article X

TRAVEL GUIDELINES

Section 1

Mileage/airfare:

1. Mileage is based on our state rate.
2. Mileage vs. airfare; the Executive Board has the right to pay the cheapest rate available.

Section 2

Lodging:

Lodging is based on the number of nights the individual will have to stay, to attend the mandatory meetings.

Sections 3

Per-diem:

As of February 2000, per-diem will be \$30.00/day for the number of days the individual needs to be present to attend the mandatory meetings.

Sections 4

Reimbursement:

No reimbursement will be met until all receipts are turned into the Sec./Treas.