

Tennessee Society of Independent Pharmacists

Rules of Order

Article I. Name and Objectives

A. Name

This organization shall be known as the "Tennessee Society of Independent Pharmacists", herein referred to as "TSIP".

B. Objectives

The objectives of TSIP shall be:

1. To ensure that the benefits, protection, and counsel of qualified independent community pharmacists are available to patients, organized health care systems, members of the health professions, educational institutions, state and local governments, and regulatory bodies.
2. To assure a high quality professional practice through the establishment and maintenance of standards of professional ethics, programs of continuing education, and of training programs for students and those practitioners who are new to independent community pharmacy practice. TSIP will provide a forum for the interchange of information among independent community pharmacists and other members of health care professions.
3. To encourage and foster research in independent community pharmacy practice and in the pharmaceutical sciences.
4. To foster the advancement of the pharmacy profession, especially as applied to the community setting, through dissemination of information concerning the pharmacist's role on the health care team.
5. To assist in providing an adequate supply of qualified independent community pharmacists.

Article II. Membership and Definitions

A. Membership

The membership of the Society shall consist of active members.

B. Definitions

1. Independent Community Pharmacist - An independent community pharmacist shall be defined as any legally qualified pharmacist who embraces the goals and objectives of TSIP and who is currently practicing the art and science of pharmacy in an independent community setting which is non-publicly owned.
2. Active Member - An active member shall be an independent community pharmacist as defined in Article II, Section (b) of these Rules of Order or those who embrace the goals of the Tennessee Society of Independent Pharmacists.

Article III. Officers

The officers of the Tennessee Society of Independent Pharmacists shall be a Chair, Chair-Elect, a Secretary/Treasurer, and a Secretary/Treasurer-Elect.

The Chair-Elect shall be elected annually for a term of one year and shall ascend upon completion of his/her term to the office of Chair. The Secretary/Treasurer-Elect shall be elected annually for a term of one year and shall ascend upon the completion of his term to the office of Secretary/Treasurer.

Article IV. Executive Committee

The Executive Committee of TSIP shall consist of the current officers of TSIP and the Immediate Past-Chair.

Article V. Affiliation

The Society may affiliate with other organizations only upon the approval of the Executive Committee and a majority of the membership present at an annual meeting.

Article VI. Amendments

Every proposition to alter or amend these Rules of Order shall be submitted in writing by two or more voting members at any business meeting of the Society and must be approved by two-thirds of the votes cast.

Article VII. Dues

Annual dues shall be collected by TSIP as determined by the Executive Committee. The membership year, either January 1 through December 31 or July 1 through June 30, shall be as determined by the Executive Committee. Any member whose dues are in arrears for ninety (90) days, shall cease to be a member of TSIP. Such a member may be reinstated provided the member's dues are paid for the delinquent year.

Article VIII. Officers

A. Composition

The officers of TSIP shall be as stated in the Rules of Order.

B. Nomination

The Nominating Committee shall present at least two candidates for the office of Chair-Elect and Secretary/Treasurer-Elect at the Midyear Meeting.

C. Election

No later than seventy-five (75) days prior to the first day of the Annual Meeting the Secretary/Treasurer of the Society shall mail a ballot to every active member of the Society who is qualified to vote.

D. Ballots

Society members receiving a ballot shall mark, seal, and return the ballot which must be postmarked no later than forty-five (45) days prior to the first day of the Annual Meeting.

The Chair of the Society shall request the Tennessee Pharmacists Association Balloting Committee to tabulate the TSIP ballots prior to the Annual Meeting. The TPA Executive Director shall notify all candidates of the outcome of the election. A report to the Society membership shall be rendered by the TPA Balloting committee during the Annual Meeting. A candidate shall be declared elected to an office if he/she receives a majority of the votes cast.

In the event of a tie vote or where no single candidate receives a majority of votes cast, the two candidates receiving the most votes will be resubmitted to the membership by mail ballot within fifteen (15) days after the Annual Meeting at which the election results were announced. The ballot shall be marked, sealed, and returned within twenty (20) days of the date printed on the ballot. The TPA Board of Directors will be responsible for the counting of the ballots. The candidates will be notified of the results which will also be published in an official media accessible to members of the Association.

E. Assumption of Office

The newly elected Chair-Elect and Secretary/Treasurer-Elect shall assume their respective offices at the Annual Meeting of the TSIP. In the event of a run-off election, the elected candidates shall take the oath of office at the next meeting of the TPA Executive Committee or Board of Directors, whichever is meeting first.

F. Duties

Chair - The Chair shall be the principal elected official of TSIP and shall be so recognized at all TSIP programs and activities. The Chair shall appoint the Chair and members of all standing committees, other committees as needed, and society delegates to the Tennessee Pharmacists Association House of Delegates. He/she shall be a member of the Executive Committee and serve as its Chair.

Chair-Elect - The Chair-Elect shall perform the duties of the Chair when the Chair is unable to do so. He/she shall be a member of the Executive Committee and serve as its Vice-Chair. He/she shall assume other duties as directed by Chair.

Secretary/Treasurer - The Secretary/Treasurer shall keep minutes of all sessions of TSIP and maintain a roster of its members and their status. He/she shall notify members of the time and place of meetings, dues payable, and conduct the correspondence of the Society. He/she shall assist, where possible, with the secretarial activities of all standing and special committees. He/she shall keep the Chair informed of all activities by forwarding to him/her copies of all pertinent correspondence. He/she shall establish a bank account in the name of the Society to receive, disburse, and account for all monies received from membership dues and other sources. He/she shall be a member of the Executive Committee. He/she shall present a financial statement at the annual meeting.

Secretary/Treasurer-Elect - The Secretary/Treasurer-Elect shall assume the duties of the Secretary/Treasurer in the absence of the Secretary/Treasurer. He/she shall be a member of the Executive Committee.

G. Vacancies

The Executive Committee shall fill all vacancies which may occur by death or resignation, except as provided for elsewhere. If the Chair becomes unable to perform the duties of his/her office, the Chair-Elect shall immediately ascend to the office of Chair. If both the Chair and Chair-Elect become unable to perform the duties of their offices, the Executive Committee shall appoint, from its membership, a Chair to serve for the balance of the unexpired term. At the next balloting of the Society, nominations shall be presented by the Nominating Committee for the offices of Chair and Chair-Elect.

Article IX. Standing Committees

A. Executive Committee

The Executive Committee shall consist of the Chair, Chair-Elect, Secretary/Treasurer, Secretary/ Treasurer-Elect, and the Immediate Past-Chair. Meetings shall be called at least quarterly to make whatever decisions are necessary between business meetings of TSIP. The Executive Committee may appoint administrative personnel to perform assigned duties.

B. Professional Affairs

The Professional Affairs Committee shall assume responsibility for the program at the regular meetings of the Society, shall assist in the sponsoring of programs for local, state and national conventions. It shall assist the Secretary/Treasurer of the Society in collecting and making available for publication, information on the activities of independent community pharmacists.

The Professional Affairs Committee shall assume responsibility for working with the Executive Committee to plan state society goals and objectives and oversee organizational structure of the State Society.

C. Membership

The Membership Committee shall obtain the names of all persons eligible for membership, but who are not members and invite and encourage them to join the Society. It shall determine the eligibility and category of membership for the Secretary/Treasurer when requested by him/her.

D. Nominating

The Nominating Committee shall consist of at least five members one of whom shall be a Past-Chair of the TSIP and shall be the Committee Chair.

E. Economic Affairs

The Economic Affairs Committee shall assume responsibility for monitoring economic trends which affect independent community pharmacy practice. It shall conduct research which demonstrates the competitive nature of the marketplace, the value of services received, the need for reasonable

reimbursement for services, and opportunities for developing innovative patient services. It shall collect data to support economic positions of the Society before regulatory and third party reimbursement entities. It shall periodically distribute economic information to Society members which reflect the employer/employee economic situation.

Article X. Meetings

A. Annual

The Society shall hold an annual meeting at a time and place which shall be determined by the Executive Committee.

B. Special

The Executive Committee may call a special meeting of the entire membership provided notice is mailed at least fourteen (14) days in advance of the date of such special meeting. Each year a special mid-year meeting shall be conducted for the purpose of discussing legislative policy.

Article XI. Liquidation

In the event of the liquidation and dissolution of the Society, any properties, funds or monies, securities or other assets remaining in the treasury of, or to the account of, or otherwise belonging to, the Society shall be disposed of as follows:

A. All liabilities and obligations of the Society shall be paid and discharged, or adequate provision shall be made therefore:

B. Assets held by the Society subject to legally valid requirements for their return, transfer and conveyance, upon dissolution and liquidation, shall be returned, transferred or conveyed in accordance with such requirements; and

C. All remaining assets held by the Society shall be transferred or conveyed, without obligation or restriction, to the Tennessee Pharmacists Association to be used in whatever manner it shall deem appropriate.

Article XII. Parliamentary Procedure

Robert's Rules of Order, latest revised edition, shall prevail at all meetings of the Society except where contrary to this Rules and Orders or any standing rule.

Article XIII. Quorum

A majority of the active members registered at any meeting of the Society shall constitute a quorum.

As Amended June 16, 1991; February 17, 1997, February 28, 2006