

**Society for Information Management International
New York Metro Chapter**

**By-Laws
DRAFT Version 7**

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BY-LAWS
Of The
SOCIETY FOR INFORMATION MANAGEMENT
NEW YORK METRO CHAPTER
(Formerly known as the Greater New York Chapter
of the Society for Management Information Systems)

ARTICLE 1

Purpose and Activities

Section 1. AFFILIATION. This NY Metro Chapter (the “Chapter”) of The Society for Information Management International (the “Society”) is chartered by the Society, and the Chapter is responsive to the Society’s rules.

Section 2. PURPOSE. The purpose is to provide an interdisciplinary forum for exploring the issues surrounding the utilization of information management for products and services in its members’ organizations

Section 3. ACTIVITIES. The activities of the Chapter are to:

1. Arrange presentations by leading information management professionals, business executives and academicians who manage or use computer systems.
2. Provide an opportunity for critical examination of the problems and opportunities involved in development of information systems for the improvement of management performance.
3. Conduct programs for the education of business management, aimed at developing an understanding of information for management considerations of the impact of information technology on business.
4. Provide an opportunity for peer interaction concerning information and technology management as well as business issues and trends with member counterparts.
5. Interaction with member representatives from educational institutions to promote continued relevance of IT curriculum to industry needs.
6. Conduct other activities as required and approved by the Chapter Executive Committee.

The contents of the activities will include:

1. Theoretical considerations of the purposes, nature, form, and structure of information systems and the impact of information systems on business.
2. Employment of information systems, both proven and prospective, primarily in connection with their significance to executive management performance.
3. Systems development methodology, including principles, skills, practices, and techniques primarily for the management level of the systems development process and the involvement of information technology on business.

The activities of the Chapter will be offered to persons from both the public and private sectors, including but not limited to:

1. Executive managers who are the beneficiaries of the product of management information systems and who are responsible for authoring and controlling their development.
2. Supervisory managers who are responsible for the day-to-day functioning and aspects of the development of management information systems.
3. Educators who are concerned with researching and teaching the theory, methodology, principles, and practices of information systems development and application for management.
4. Consultants, vendors and others who are interested in promoting strategic management aspects of management information systems.

Section 4: CODE of ETHICS. The Society for Information Management's reputation is one of its most valuable assets. It sets the tone for the relationships that SIM members and prospective members enjoy. The New York Metro SIM Chapter is committed to maintaining a culture in which the highest principles and values are not just respected; they are practiced with honesty and integrity.

Members of the New York Metro Chapter of SIM agree to abide by the SIMNYM Code of Ethics published separately on www.simnet.org under the SIMNYM Chapter section of the SIM Website and also agree to abide by the SIM Code of Conduct published separately on www.simnet.org under the About SIM/Governance menu.

ARTICLE II

Membership

Section 1. QUALIFICATIONS. Any person who meets the applicable qualifications for membership in the Society is eligible for membership in the Chapter. A person serving in any of the following capacities is eligible:

1. Practitioner

A senior information management (IM) professional in a private or public sector organization who is or has been with the last twelve months a corporate/division head or a member of an IM team supporting the corporate/division IM head with key management responsibilities. This category includes:

- Chief Information Officers (CIOs) and Chief Technology Officers (CTOs)
- CIOs or CTOs direct reports; and
- Other IM leaders and managers, who significantly impact the profitability and direction of their companies.

For positions below that of CIO, Chapter may require an endorsement or sponsorship by an applicant's company CIO or other senior executive in the applicant's company for membership in the Chapter to be considered.

2. Academic Member

A full-time university or college faculty member who is making significant contribution to the IS field. An academician who is a recognized scholar and conducts practice-oriented research and/or is a leader in IM curriculum design initiatives. Anyone who has reached a senior level in the academic community and has significant influence over the direction of IM education.

3. Consultant

A leading expert from a consulting firm may also qualify for SIM membership by virtue of the contributions such individuals and their organizations make to the IM world. Leaders at the partner/principal level who influence the direction of their own company or the direction of their clients' companies are qualified. These individuals must be able to demonstrate that they operate at the senior level to qualify and their responsibilities are primarily in delivering IM services, not primarily selling IM services.

4. Other Leaders

A technology products and services vendor, executive recruiter, non IT executive, or leader from another profession with a major role in matters that impact the strategic direction of technology and are primarily performed at the senior level of the organizations they service will be considered for membership at the Chapter or Society level.

5. Additional Provisions

- Emeritus status may be afforded to retired members (optional).
- All membership renewals are subject to an annual review
- A Chapter member who relocates and then submits an application to join another Chapter will be automatically accepted by the receiving Chapter for a one-year period provided the applicant's job has not changed as to preclude him/her from participating in the Society. At the end of the one-year period, membership in the Chapter will be reviewed by the receiving Chapter.
- Applications for Chapter membership by RLF graduates will be automatically accepted for the year following RLF graduation provided the applicant's job has not changed as to preclude him/her from participating in the Society. At the end of the one-year period, membership in the Chapter will be reviewed by the Chapter.
- Notwithstanding the above two provisions, all chapters will ensure that more than 50% of their chapter are comprised of practitioners.

Section 2. APPLICATION FOR CHAPTER MEMBERSHIP. Application for membership in the Chapter shall be submitted to the Vice President, Membership and the Vice President, Membership Retention of the Chapter on such forms as shall be approved from time to time by the Chapter Executive Committee. A member in good standing of the Chapter must sponsor the prospective member.

Section 3. RIGHTS AND LIABILITY OF MEMBERS. Each member of the Chapter shall have the right to vote on those Chapter matters referred to the membership by the Chapter Executive Committee. The members of the Chapter shall not be liable for the debts or obligations of the Chapter. No member shall receive compensation for work effort rendered to the Chapter except as otherwise approved by the Chapter Executive Committee.

Section 4. MEMBERSHIP YEAR. The membership year for all members of the Chapter shall be from January 1 to December 31.

Section 5. MEMBERSHIP DUES. Dues for each member of the Chapter shall be determined annually by the Chapter Executive Committee.

1. Dues are payable upon application for membership and on such annual date thereafter as may be designated by the Chapter Executive Committee.
2. If dues are not paid within three months of the payable date, the Chapter Executive Committee may terminate the membership in default.

Section 6. EXPULSION. A member may be expelled for cause by the affirmative vote of two-thirds of the members of the Chapter Executive Committee. The member shall be invited to appear before a quorum of the Chapter Executive Committee to present his/her case prior to such vote. If expelled, the local portion of membership dues, if current, will be refunded on a prorated basis.

Section 7. CHAPTER MEMBERSHIP LISTS. Chapter membership lists are provided to each Chapter member in the conduct of the Chapter business and to identify the composition of the Chapter; however, these Chapter membership lists are not to be used for sales and marketing purposes. Chapter membership lists are not to be provided to parties outside the Society or the Chapter without the prior consent of the Chapter President.

Section 8. CONTINUATION OF MEMBERSHIP. Members who lose their eligibility, due to a change in their work status, may remain members for the full membership year after the one during which they lose their eligibility. Continuation of membership beyond this period requires the approval of a majority of the Chapter Executive Committee.

ARTICLE III

Meetings of Members

Section 1. ANNUAL MEETINGS. The annual meeting of the Chapter shall be on a date designated by the Chapter Executive Committee. This meeting is subject to the same provisions governing all monthly meetings except for annual elections and such other business activities as described herein.

Section 2. MONTHLY MEETINGS. Monthly meetings of the Chapter, with the exception of the months of July and August, shall be held for members and guests for the purpose of hearing presentations, exchanging ideas, and for transacting such business as

may properly come before the meeting. The time of each monthly meeting shall be as designated by the Chapter Executive Committee, and only such business as has been designated in the meeting notice shall be decided. No new business may be introduced into the agenda of the monthly meetings unless members have been duly notified in the meeting notice, except that notices of upcoming Society and Chapter activities, events and programs may be introduced at monthly meetings without prior notice.

Section 3. VENUE OF MONTHLY MEETINGS. Monthly meetings of the Chapter may be held at such venues as may be designated by the Chapter Executive Committee.

Section 4. NOTICE OF MONTHLY MEETINGS. A written, printed or electronic notice stating the place, date, and hour of the monthly meetings, shall be delivered not less than fourteen (14) days before the monthly meetings. If mailed, such notice shall be deemed to be delivered when deposited in the United States Mail, addressed to the member at his or her address as it appears on the records of the Chapter, with postage thereon paid. If sent via electronic mail, such notice shall be deemed to be delivered when accepted by the mail server of the Chapter person initiating such electronic correspondence.

Section 5. QUORUM. Prior notice of a monthly meeting having been given, those members present in person shall constitute a quorum. Notwithstanding anything to the contrary, the minimum attendance in person required for conducting Chapter business shall be 15% of the voting members in good standing of the Society and the local Chapter. A quorum is required to conduct Chapter business.

Section 6. VOTING. Each member of the Chapter present in person shall be entitled to one vote on business as has been designated in the meeting notice and which has been determined by the Chapter Executive Committee to require a vote of the present general membership as it pertains to the Chapter. Unless otherwise decided by a majority of those present and voting, decisions shall be by a majority of those present and voting.

Section 7. SOCIETY. Chapter members are encouraged to attend and participate in Society meetings and activities.

Section 8. GUESTS. Chapter members not able to attend a meeting may designate a direct report, peer, or other individual qualified to become a member to attend the meeting (at the member rate). Members must use discretion and ensure that this does not become regular practice. The number of guests may be limited at the discretion of the Executive Committee. Chapter members may also invite guests (qualified for membership) to attend meetings (at the guest rate). After guest attendance at three Chapter meetings, prospective members should either qualify and join the Chapter or discontinue attendance at Chapter meetings unless approved otherwise by the Executive Committee. A policy of reciprocity considers members of other SIM chapters or SIM

International to be SIM members of the Chapter.

ARTICLE IV

Chapter Executive Committee

Section 1. GENERAL POWERS AND DUTIES. The Chapter Executive Committee, as hereinafter constituted, shall serve as the Management Committee of the Chapter and shall be the governing authority of the Chapter. The business and affairs of the Chapter shall be managed by the Chapter Executive Committee, and the Chapter Executive Committee may exercise all such powers of the Chapter as are by law, or by these by-laws directed or required to be exercised by the Chapter Executive Committee.

The Chapter Executive Committee, in furtherance but not in limitation of its powers, shall have the power to:

1. Acting in good faith, exercising care and in a manner believed to be in the best interests of the Chapter, shall manage the affairs of the Chapter for all matters internal and external.
2. Establish the policies and practices of the Chapter.
3. Approve arrangements for all activities.
4. Establish subcommittees to examine issues or to carry out tasks that are relevant to or that extend the purposes of the Society and/or the Chapter.
5. The extension of powers to Officers and to Committees or subcommittees shall be relative to their purpose to propose but always action-constrained by the Chapter Executive Committee who retains the only ability to commit the Chapter to dispose.

Section 2. REGULAR MEETINGS. There shall be at least seven meetings of the Chapter Executive Committee during the period January through Dec. Additional meetings may be held at the call of the President or Chairperson or at the request of any three (3) members of the Chapter Executive Committee. The meetings will be held at the time and place as prescribed by the Chapter Executive Committee members. Notice of the meetings shall be given in writing, electronic or mail, or verbally by the President of the Chapter, or appointed designee, at least seven (7) days prior to the date of the meeting.

Section 3. QUORUM. At least two thirds of the total number of Chapter Executive

Committee members shall constitute a quorum for the transaction of business at any meeting of the Chapter Executive Committee. Chapter Executive Committee members attending Chapter Executive Committee meetings via telephone are not to be considered in calculating a quorum of the Chapter Executive Committee.

Section 4. VOTING. Decisions shall be by a majority of those present and voting except as noted herein in Articles V and VII.

ARTICLE V

Officers and Members of Chapter Executive Committee

Section 1. OFFICERS. The officers of the Chapter (who must first be members in good standing of the Society and the local Chapter) shall be a Chairperson, a President, an President-Elect, a Treasurer/Secretary, a Membership Vice President, a Marketing Vice President, a Program Committee Vice President, a Planning Vice President, a Membership Retention Vice President, an Academic Affairs Vice President, a SIM National Programs Vice President and the Immediate Past Chairperson. The President will serve as the Chair and Chief Executive Officer of the Chapter Executive Committee. The President may elect, at his or her sole discretion, to select up to four additional people, who will be Chapter members in good standing of the Chapter and the Society, and may be other Past Chairpersons, current Chapter Executive Committee people or other Chapter members, to serve on the Chapter Executive Committee. The officers, other than the immediate past Chairperson, shall be elected annually for a one-year term. No member may serve more than three consecutive terms in the same office unless approved in advance by a two-thirds majority of the full Chapter Executive Committee. Those members selected by the President to serve on the Chapter Executive Committee will be selected annually by the President, if so desired, and will not be recurring appointments from year to year.

Section 2. MEMBERS OF THE CHAPTER EXECUTIVE COMMITTEE. The Chapter Executive Committee shall consist of the officers of the Chapter and those individuals selected by the President to serve on the Chapter Executive Committee.

Section 3. NOMINATION. The Chairperson shall chair the Nominating Committee. The Nominating Committee shall annually, not later than the first day of November preceding each annual election (December meeting), nominate a candidate (or candidates) for the offices of Chairperson, President, President-Elect, Treasurer/Secretary, Program Vice President, Membership Vice President, Marketing Vice President, Planning Vice President, Membership Retention Vice President, Academic Affairs Vice President, SIM National Program Vice President and present the

slate of candidates to the Chapter Executive Committee at the December Chapter Executive Committee meeting.

Section 4. ELECTION. The annual election of the Chapter officers will be held at the annual meeting of the Chapter, or at such other time and manner as may be determined by the Chapter Executive Committee. Each member of the Chapter present in person, or otherwise able to respond in the designated manner, shall be entitled to one vote. Voting shall be conducted by written ballot to be distributed prior to and during the meeting or sent electronically to each member individually for a vote. In the event that a member does not elect to vote, it is assumed that the member's vote is cast by proxy for the Chapter Executive Committee slate proposed by the Nominating Committee. Each officer position shall be filled by the nominees receiving the majority of the votes cast.

Section 5. REMOVAL. The Chapter Executive Committee may remove any member of the Chapter, whenever in their judgment the best interests of the Chapter will be served thereby, by the vote of a two-thirds majority of a quorum of the members of the Chapter Executive Committee. Those Chapter members who agree to serve as members of the Chapter Executive Committee must attend in person at least 80% of the scheduled Chapter Executive Committee meetings or consider resignation. Any member of the Chapter Executive Committee who is absent from three (3) consecutive meetings of the Chapter Executive Committee may be removed by the vote of a majority of the members of the Chapter Executive Committee.

Section 6. RESIGNATION. Any officer may resign at any time by giving written notice to the Chairperson or President of the Chapter. Such resignation shall take effect at the date and time specified therein; and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 7. VACANCIES. Any vacancies occurring in the elected officers or appointed officers for any reason shall be filled by appointment by the Chairperson with the approval a two-thirds vote of a quorum of the Chapter Executive Committee. Such appointment shall continue until the next annual election.

Section 8. DUTIES OF THE CHAIRPERSON. The Chairperson shall perform all duties that pertain to the office of Chairperson and that may be assigned by the Chapter Executive Committee. The Chairperson shall have all the powers and perform all the duties of the President in the absence or incapacity of the President. In furtherance but not in limitation of the office, the Chairperson's primary duties shall be to:

1. Designate all committee members including the Nominating Committee and all Special Committees.
2. Accept and receive donations, gifts, devises, and bequests made to the Chapter and agree to any conditions or enumeration's thereto and to give

receipts and acquaintances therefore.

3. Ensure that all other offices of the Chapter are filled, supervise the officers and see that their duties are properly performed.
4. Oversee the Chapter's issue advocacy activities including the development of an issues agenda for approval by the Chapter Executive Committee.

Section 9. DUTIES OF THE PRESIDENT. The President shall be the chief executive officer of the Chapter. The President shall have all the powers and perform all duties of the Chairperson in the absence or incapacity of the Chairperson. In furtherance, but not in limitation of this office, the President's primary duties shall be to:

1. Preside over all meetings of the members of the Chapter.
2. Call and preside over all Chapter Executive Committee meetings.
3. Plan all operational aspects of the Chapter programs, coordinate and integrate actions of the Chapter Executive Committee: Membership, Marketing, Programs, Arrangements, Financials.
4. Coordinate the Chapter's activities and programs with SIM International and conduct any necessary business with the Society.
5. Submit a report of the operations of the Chapter for the preceding year.
6. Perform such other duties as may be assigned from time to time by the Chapter Executive Committee.
7. Schedule a Chapter Executive Committee review of the annual budget prepared by the Treasurer; approve the annual budget.

Section 10. DUTIES OF THE PRESIDENT-ELECT. The President-Elect shall be the chief executive officer-in-training of the Chapter. The President-Elect shall have all the powers and perform all duties of the President in the absence or incapacity of the President. In furtherance, but not in limitation of this office, the President-Elect's primary duties shall be to:

1. Observe and become aware of the President's presiding over all meetings of the members of the Chapter.

2. Assist the President in presiding over all Chapter Executive Committee meetings as needed.
3. Assist the President in advance planning for the Chapter meetings to include arrangement of facilities and coordination of meeting arrangements with the Program Vice President and others assisting in program planning.
4. Assist the President in coordinating the Chapter's activities and programs and conduct any necessary business with the Society.
5. Perform such other duties as may be assigned from time to time by the President or Chapter Executive Committee.
6. In addition, the President-Elect shall be responsible for overall strategies and management of the Chapter portion of the Society web site, including coordination of web site maintenance for the Chapter, coordination of web site expansion and changes with the Society, and general control of the Chapter portion of the web site.

Section 11. DUTIES OF THE TREASURER. The Treasurer shall be the financial officer of the Chapter and shall perform all duties that pertain to the office of Treasurer and that may be assigned by the Chairperson, the President and Chapter Executive Committee. In furtherance, but not in limitation of this office, the Treasurer's primary duties shall be to:

1. Keep full and correct account of receipts and disbursements in the books belonging to the Chapter.
2. Deposit the funds of the Chapter in a designated bank with the concurrence of the Chapter Executive Committee.
3. Dispose of funds of the Chapter as may be ordered by the Chapter Executive Committee, taking proper vouchers for such disbursements.
4. Render to the Chairperson, the President and members of the Chapter Executive Committee an account of the financial condition of the Chapter on an annual and as requested basis.
5. Engage an independent accounting professional to prepare an annual report of the Chapter's financial activities.
6. Oversee the preparation of an annual budget and present such budget to

the Chapter Executive Committee prior to the end of the calendar year.

7. Prepare all documents for submission to regulatory agencies, including tax filings.

Section 12. DUTIES OF THE SECRETARY. The Secretary shall be the administrative officer of the Chapter and shall perform all duties that pertain to the office of Secretary and that may be assigned by the Chairperson, the President and Chapter Executive Committee. In furtherance, but not in limitation of this office, the Secretary's primary duties shall be to:

1. Keep minutes of business meetings.
2. Attend the sessions of the Chapter Executive Committee and act as clerk thereof and record all the acts and notes and the minutes of all proceedings in a book to be kept for that purpose.
3. Notify members and the Chapter Executive Committee of all meetings.
4. Assist the VP Planning at meeting registrations.
5. Prepare, distribute, and collect the ballots at the annual election.
6. Perform other duties as may be from time to time assigned by the Chairperson or the President.

Section 13. DUTIES OF THE VICE PRESIDENT OF MEMBERSHIP. The Membership Committee Vice President shall be responsible for all activities necessary in support of maintaining an active Chapter membership. This shall include supervising the activities of the Membership Committee, including review of membership applications and presenting to the Chapter Executive Committee all completed membership applications plus any additional duties that may be assigned by the Chairperson and Chapter Executive Committee. In furtherance, but not in limitation of this office, the Membership Vice President's primary duties shall be to:

1. Maintain the mailing list of Chapter members.
2. Mail the monthly announcements and other communications to all persons on the mailing list.
3. Present applications for membership, as appropriate, to the Chapter Executive Committee for its review and approval of those, which it deems, qualified for membership in the Chapter.

4. Solicit renewals for membership from among the local Information Management population.

Section 14. DUTIES OF THE VICE PRESIDENT OF MARKETING. The Marketing Committee Vice President shall be responsible for overall marketing strategies for the Chapter, coordinate implementation of marketing activities for all Chapter components, including membership recruitment and retention, meetings, roundtables, publications, Internet, and media relations, all activities necessary in support of maintaining an active Chapter presence to external news and media organizations promoting the Chapter to local IM executives (what is an “IM” executive?). This shall include supervising the activities of the Marketing Committee, including issuing press advisories and releases and presenting to the Chapter Executive Committee all public relations plans and offerings, the preparation and distribution of the Chapter’s publications plus any additional duties that may be assigned by the Chairperson and Chapter Executive Committee. In furtherance, but not in limitation of this office, the Marketing Vice President’s primary duties shall be to:

1. Develop and implement promotional activities for the purpose of securing new Chapter members.
2. Coordinate activities that will increase industry awareness of the Society’s purpose and mission.
3. Serve, or appoint someone to serve, as a member of the Society’s International Marketing & Media Relations Committee.
4. Maintain and support the Chapter content on the Society’s web site as necessary.

Section 15. DUTIES OF THE VICE PRESIDENT OF PROGRAMS. The Program Committee Vice President shall be responsible for planning the content of the Chapter meetings. This shall include supervising the activities of the Program Committee, working with the Society to insure participation in and with appropriate programs plus any additional duties that may be assigned by the Chairperson, the President and Chapter Executive Committee. In furtherance, but not in limitation of this office, the Program Committee Vice President’s primary duties shall be to:

1. Recommend programs and speakers who are selected to participate in a program.
2. Extend invitations to speakers who are selected to participate in a program.

3. Represent the Chapter as host to visiting speakers from out of town.
4. Work with the Chairperson, the President and other officers in preparation and execution of program arrangements.
5. Coordinate Chapter participation in programs sponsored by the Society.
6. Serve, or appoint someone to serve, as a member of the Society's International Chapter Program Planning Committee.
7. Prepare the monthly meeting announcement.
8. Determine and finalize the need for reimbursement of expenses for speakers consistent with Chapter policy and budget and with concurrence of Chapter Executive Committee.

Section 16. DUTIES OF THE VICE PRESIDENT OF PLANNING. The Planning Committee Vice President shall be responsible for planning and coordinating all Chapter meetings and events arrangements. This shall include supervising the activities of the Planning Committee, working with the Programs and Memberships Committees, plus any additional duties that may be assigned by the Chairperson, the President and Chapter Executive Committee. In furtherance but not in limitation of the office, the Vice President Planning primary duties shall be to:

1. Source appropriate meeting venues and negotiate terms that meet the Chapter's financial parameters. Finalize all contracts on behalf on the Chapter for all venue-related arrangements consistent with Chapter policy and budget and with concurrence of Chapter Executive Committee.
2. Ensure the completion of all required administrative functions associated with Chapter programs and events including facilities, audiovisuals, accommodations for guest speakers and other necessary arrangements.
3. Act as meeting registrar, collect all fees and deposit them in an account designated by the Chapter Treasurer.
4. Coordinate with Programs, Membership & Marketing and Finance Chairs on logistics, invitations, marketing, member database listing and payments.
5. Retain records of membership participation in meetings and inform the Chapter Executive Committee on the membership /non-membership participation.

Section 17. DUTIES OF THE VICE PRESIDENT OF MEMBERSHIP

RETENTION. The Membership Retention Vice President shall be responsible for retaining existing Chapter members in good standing, contacting any Chapter members regarding membership issues, and resolving issues of membership retention, plus any additional duties that may be assigned by the Chairperson and Chapter Executive Committee. In furtherance, but not in limitation of this office, the Membership Retention Vice President's primary duties shall be to:

1. Serve as the key contact between SIMI and the Chapter for Membership Issues and ensure that Membership records are up to date between SIMI and the Chapter
2. Manage the yearly Membership renewal process.
3. Manage the Membership On-Boarding process.

Section 18. DUTIES OF THE VICE PRESIDENT OF ACADEMIC AFFAIRS. The Academic Affairs Committee Vice President shall be responsible for planning and coordinating all Chapter business associated with academic affairs. This shall include supervising the activities of the Academic Affairs Committee, working with the various Chapter Committees, plus any additional duties that may be assigned by the Chairperson, the President and Chapter Executive Committee. In furtherance but not in limitation of the office, the Vice President Academic Affairs primary duties shall be to:

1. Serve as the key contact between the Chapter and New York area universities.
2. Promote Society and Chapter membership in local universities.
3. Recruit and chair an Academic Affairs Committee. The committee is responsible for identifying and launching various initiatives for collaboration between the Chapter and local universities.
4. Report to the Chapter Executive Committee on the activities and recommendations of the Academic Affairs Committee.
5. Represent the Chapter at Society academic meetings.

Section 19. DUTIES OF THE VICE PRESIDENT FOR SIM NATIONAL

PROGRAMS. The Vice President for SIM National Programs will be the primary contact between SIM International and the Chapter. The SIM National Programs Vice President's primary duties will be to:

1. Serve as the key contact between SIMI and the Chapter for the Advanced Practices Council (APC), Regional Leadership Forum (RLF), and SIMposium programs.
2. Serve as the lead in marketing these three programs within the Chapter.
3. Serve as the lead recruiter for the tri-state NY Metro RLF, coordinating the recruiting efforts of the SIMI recruiter, the NY Metro RLF facilitators, and the Fairfield-Westchester/New Jersey RLF recruiters. Report to the Chapter Executive Committee of the recruiting effort.
4. Serve on the SIMposium National Committee and report to the Chapter Executive Committee on the activities and recommendations of the National Committee.
5. Work with the APC Program Director and Chapter members to identify and recruit qualified candidates for APC membership. Work with the Chapter Program Committee to identify APC members or researchers as potential speakers at Chapter Meetings.

Section 20. DUTIES OF THE IMMEDIATE PAST CHAIRPERSON. The Past Chairperson will serve as a member of the Chapter Executive Committee and perform such other duties as shall be established by the Chapter Executive Committee.

Section 21. DUTIES OF THE OTHER MEMBERS OF THE CHAPTER EXECUTIVE COMMITTEE. Other Members of the Chapter Executive Committee (Other Past Chairperson(s) and Committee people) will serve as members of the Chapter Executive Committee and perform such other duties as shall be established by the Chapter Executive Committee

ARTICLE VI

Committees

Section 1. SPECIAL COMMITTEES. The President may establish and appoint special committees, not having and exercising the authority of the Chapter Executive Committee, to aid and assist the President and Chapter Executive Committee in the management of the affairs of the Chapter.

Section 2. NOMINATING COMMITTEE. Prior to the first of June of each year, the Chairperson shall, with the consent of the Chapter Executive Committee, appoint a Nominating Committee of no less than three (3) members. This committee will consist of the Immediate Past Chairperson and no less than one member of the Chapter who is not a member of the Chapter Executive Committee. The third member of the Nominating

Committee must be a member in good standing in the Chapter. Members of the Nominating Committee cannot nominate themselves for an elected office.

ARTICLE VII

Amendments

These by-laws may be altered, amended or repealed and new and other by-laws may be adopted by resolution or resolutions duly adopted by a majority of the Chapter Executive Committee members present in person, so long as a quorum of the Chapter Executive Committee is present, and for submission to and adoption of a majority vote of the Chapter membership present and voting at any monthly meeting of the Chapter.

These by-laws supersede all previous Chapter by-laws that were adopted by all previous Chapter Executive Committees of this Chapter and may be altered as specified above.

DRAFT