

BY-LAWS OF THE YORK REGION DENTAL SOCIETY – 2020

Clause I Name:

The name of this organization shall be “The York Region Dental Society”, a component society of the Ontario Dental Association (ODA), herein referred to as York Region Dental Society or “YRDS”.

Clause II Objectives:

The objectives of this organization shall be:

- a) To encourage the improvement of the health of the public.
- b) To promote the mutual improvement of its members and the advancement of the art and science of dentistry.
- c) To be an integral and active component of the Ontario Dental Association.
- d) To represent the dental profession in the Region of York, Province of Ontario.
- e) To do all things incidental or conducive to the attainment of these objectives.

Clause III Organization:

- a) This is a non-profit organization.
- b) Membership shall consist of dentists whose qualifications are established in the ODA By-Laws.
- c) The administrative and legislative body of the “YRDS Executive Council” herein after referred to as “the Executive”.
- d) The secretary and all non-line officer Executive members except the treasurer shall be elected by the general membership of the York Region Dental Society.

Clause IV Membership:

Members

Members shall be classified as follows:

Active member – An York Region Dental Society dues paying dentist, licensed to practice in the Province of Ontario, a member in good standing in the Ontario Dental Association, and practicing or residing in the geographical area of the York Region Dental Society.

Honorary member – Any person, except an active member, may be voted as an honorary member by a two-thirds affirmative vote of the general membership.

General membership – Shall be comprised of all active members.

Good Standing

A member whose dues and any other invoices to the ODA and the York Region Dental Society have been paid in full, shall be a member in good standing.

Privileges

Active members – If in good standing, shall be entitled to attend business meetings, hold office, and vote at all active general member functions of this society, except as provided in the By-Laws.

Honorary members – Shall be entitled to the social privileges of an active member, but may not hold office or vote.

Dues

The Executive, at an Executive meeting, will establish annual dues for the next fiscal year at an Executive meeting.

Other dues shall be determined by the Executive as required from time to time.

Clause V Positions:

Executive Council

Past President

President

Vice-President

Continuing Education

Continuing Education 2

Secretary

Treasurer

Website/Email

Special Event (oral health month, tennis, skate, ski etc.)

Non-Executive Positions

Mediations

Political Contact Dentists (PCD)

Councillors

Long Term Care

Sponsorship

Ad-hoc positions as required determined by the Executive Council.

Secretary – The secretary will be elected by the general membership and will then proceed on a yearly basis to the other Executive Council line positions of Continuing Education 2, Continuing Education, Vice-President, President, and Past President, this being equivalent to a six (6) year commitment to the Executive Council.

Should a resignation occur amongst the line officers then the line officer that would normally proceed to that position the following year, will immediately take over the vacated position for the remainder of the vacated term as well as the next full year. Other line officers will also similarly proceed early into their subsequent positions as required. Depending on the time remaining in the terms affected by the resignation, a new secretary may be elected to complete the present term.

Treasurer - The treasurer will be elected by the Executive Council and will be a 2 year, non-line officer position.

Non-Executive positions shall be elected by the Executive Council.

In order to stand for election to any elected executive or non-executive position, the candidate must have been a YRDS member for a minimum of 2 consecutive years immediately preceding the election.

The number of executive or non-executive positions may be changed as required from time to time by a majority vote of the Executive Council.

Clause VI Duties:

Past President-

Mediations committee

Awards nominations

Helps to advise and guide other members of the Executive Council using acquired experience

President-

Call and preside over all meetings of the society (executive and general)

Arrange executive meeting locations and meals and social functions

Notify all attendees of the executive meetings of the time and place of meetings

Appoint all committees

Be responsible for the formation of the incoming executive

Perform such other duties as is customary to his/her office, attend to all incoming matters and handle these using his/her executive

Vice-President-

Exercise all functions of the president in his/her absence

Perform such other duties as are assigned to him/her

Arrange location and menu for Holiday Party

Contact the ODA to request a list of new members of the ODA in the appropriate region and delegate executive members to contact them to join the local society and attend meetings prior to the first Fall Meeting.

Continuing Education-

Arrange for speakers for dinner meetings and for continuing education days for current cycle year, as well as arranging the meal for the speakers at the same meeting

Arrange and purchase a gift for the meeting's speaker using society funds as necessary

Notify all members of the time and place of meetings no less than 10 days in advance

Greet and ensure sign up of members at all general meetings

Provide all continuing education certificates for meeting that qualify for said certificates

Ensure that all members of the local society are members in good standing with the ODA (invoicing and collecting the outstanding amounts for any members that have a breach of contract as per meetings)

Continuing Education 2-

Arrange for speakers for dinner meetings and for continuing education days for upcoming cycle year

Assisting Continuing Education Member with the events including the pre and post lecture duties such as sign up of members

Secretary-

Record and keep a record of all transactions of the society in the form of minutes. Provide copies of the minutes from the previous meetings at current meetings. Minutes should be taken at all business meetings.

Have records present at all meetings of the society and of the executive council

Perform any other duties not herein specified, which may be outlined by the President

Turn over all records, books or other properties relating to his office to his/her successor by July 1st

File at least sixty (60) days prior to their Annual Meeting, the names of the representatives and alternates so elected for the ODA General Council meeting

Treasurer-

Collect all monies due to the society, giving a receipt for the same and hold in safe keeping all society funds in his/her possession in a chartered bank of Canada in the name of the society.

to pay all invoices approved by the President

Keep a record of all transactions, incoming and outgoing, in an appropriate spreadsheet

Report annual statements to the active membership and the ODA at the first General Meeting of the fiscal year

Deliver to his/her successor in office, by July 1st, all monies and records relating to his office

Liaise with the ODA Finance department or an accountant should you have questions

Website/Email -

Attend to all correspondence

Keep all communications and copies of replies thereto

Keep the website current

Special Events -

Organize, plan, or help coordinate any social events including oral health month

Delegate other members within the society for additional assistance

Mediations -

Mediations committee is to be made up of the Past President and 2 other YRDS members. Mediations committee mediates disputes of a professional nature between a member and another party.

One member of the mediations committee as chosen by the mediations committee is to be present at Executive meetings if any mediations report is to be given. The member that is to attend the executive meeting shall email the president no less than ten (10) days prior to the upcoming executive meeting to ensure that it is known who is to attend

Political Contact Dentists (PCD) –

Two (2) political contact dentists, as determined by the PCDs, to report at each Executive meeting.

The PCD's that are to attend the executive meeting shall email the President no less than ten (10) days prior to the upcoming executive meeting to ensure that it is known who is to attend
Should facilitate a relationship between the YRDS and local government MPs and MPPS

Councillors -

Shall be selected in accordance with the By-Laws of the Ontario Dental Association and as such shall be elected for two (2) year terms, with a maximum of three (3) consecutive terms. The number of councillors is determined by the ODA

Councillors represent the YRDS at the ODA level as required by the ODA and should attend a minimum of two General Council meetings a year in Toronto at ODA headquarters

Exercise their role at general council meetings as outlined in the Ontario Dental Association's By-Laws

Councillors shall have their own General Council Meeting prior to the November and May ODA General Council Meetings. At this time, councillors shall decide amongst themselves whom they will elect to report on the activities of the ODA to the YRDS Executive at the upcoming Executive Meeting, and shall pass the names of the elected individuals to the president so that the individuals can be invited by the President, no less than ten (10) days prior to the upcoming executive meeting; Twenty (20) percent of the councillors are to be elected to do this reporting.

Long Term Care-

Co-ordinate and maintain the program in accordance with the ODA's guidelines and the YRDS's policy

Report at Executive Meeting if such is needed

Sponsorship -

Seek out and book sponsors for general meetings
Communicate amount of sponsorship and plan for visibility at meetings

Clause VII Meetings:

Executive Meetings

The Executive meetings will be set by the president and are open to all general members for observation, however only the Executive may vote on matters at these meetings. The attendees may include the Executive as well as volunteers and hosts of any events scheduled between the held meeting and the upcoming one. It may also include one (1) mediations, 2 PCD's and 20% of councillors (as outlined in Clause VI).

Executive Voting Powers-

Past President

President

Vice-President

Continuing Education

Continuing Education 2

Secretary

Treasurer

Website/Email

Special Events

Quorum-

Five (5) of the Executive must be present for a quorum to exist. A majority of the votes present is considered to be an affirmative vote.

General Meetings

At least one business meeting of the general membership will be held each year. Additional business meetings and social and educational meetings shall be at the discretion of the YRDS Executive.

Annual Meetings-

The annual general meeting and elections shall be held at the April meeting of the general membership.

Finances-

At the first General Meeting of the fiscal year, the Treasurer shall present, after Executive approval, a statement of income and expenses with a projected budget for the following year.

Elections-

Elections for members of the Executive shall be at the annual general meeting. Voting shall be by secret ballot, or show of hands, or via electronic ballot.

Nominations-

Nominations must be submitted in writing to the secretary at least 30 days prior to the annual general meeting via email sent to info@yrds.ca. All nominees must be members in good standing of the YRDS and of the ODA, and must be nominated and seconded by members also in good standing.

Special Meetings

A special meeting of the general membership must be called by the President on request of a majority of the YRDS Executive Council or by written petition signed by 10% of the general membership. At least 2 weeks' notice should be given to call a special meeting.

Clause VIII Miscellaneous:

Code of Conduct

The code of conduct shall be that of the Ontario Dental Association.

Rules of Order

The Standard Code of Parliamentary Procedure shall be followed at meetings of the YRDS, the Executive and the committees.

Amendments

These By-Laws may be amended by a two-thirds (2/3) affirmative vote by the Executive, provided that the amendment has been presented in writing to the membership at least

fourteen (14) days prior to the vote, and that such an amendment is approved by the Ontario Dental Association.

Fiscal Year

The fiscal year shall be June 1st until May 31st of each calendar year.

Conflict of Interest

Any member who, when acting for or on behalf of the Society, would derive personal or professional benefit, from their action or position in the Society, shall declare his/her interest to the Executive. The Executive shall decide whether the member may continue to act for or on behalf of the Society. The member shall absent themselves from discussion or votes on such matters should the Executive so rule.