**BYLAWS OF THE UTAH SOCIETY MAMMOGRAPHY TECHNOLOGISTS**

**Last Amended** March 15, 2020

**ARTICLE I**

**Name**

The name of this society shall be The Utah Society of Mammography Technologists of the USRT, hereafter referred to as the USMT, affiliated with the Utah Society of Radiologic Technologists, hereafter referred to as the USRT.

**ARTICLE II**

**Mission, Purpose, and Core Values**

*Section 1. Mission*
The USMT is an organization whose mission is to lead and serve its members, the health care profession, and the public, on all issues affecting the Radiologic Sciences, specifically Mammography.

*Section 2. Purpose*

The purpose of the USMT shall be to advance the profession of mammography, to maintain high standards of education, to enhance the quality of patient care, and to further the welfare and socioeconomics of Mammography Technologists.

*Section 3. USMT Core Values*

A. Promote quality patient care
B. Strengthen professional standards by supporting legislative activities and healthcare initiatives
C. Support the professional development for Mammography Technologists
D. Uphold the profession’s code of ethics to increase the profession's image and reputation
E. Foster relationships with health care institutions, physicians and professionals with mutual interests

**ARTICLE III**

**Governing Body**

The American Society of Radiologic Technologists (ASRT) shall be the governing/advising body. The USMT shall be governed by the ASRT and USRT Bylaws and regulations pertaining to ASRT and USRT affiliate organizations. The USMT needing counseling shall submit its problems to the USRT through written correspondence.

**ARTICLE IV**

**Membership**

As an affiliate of the USRT, membership in the USMT shall be designated and follow the procedure stated in the USRT regulations for membership including:

*Section 1. Policy*
A. The USMT is committed to equal opportunity and nondiscrimination in all programs and activities. No one shall be denied opportunities or benefits on the basis of age, sex, color, race, creed, national origin, religious persuasion, marital status, sexual orientation, gender identity, military status, political belief or disability.
B. The name of the USMT or any of its Board of Directors, or its Staff in their official capacity shall not be used in connection with a corporate company for other than that of the regular functions of the USMT.

*Section 2. Qualifications*
The membership of this USMT shall consist of active members, associate members, student members, supporting members, life members and honorary members. All candidates for membership, except life and honorary members, shall submit the prescribed application form properly completed, together with the required fees, and shall furnish any additional information which may be required.

*Section 3. Categories*
A. Active members are those who are registered or credentialed in a primary modality by certification agencies recognized by the ASRT or hold an unrestricted license under state statutes. They shall have all rights, privileges and obligations of membership including the right to vote, debate, hold office and serve as a delegate in the ASRT House of Delegates.
B. Associate members shall be those persons actively practicing the art and science of radiologic technology, but not having the qualifications for active membership. They shall have the obligations and privileges of active members except to vote or hold office.
C. Student members shall be those Society members who are enrolled in an accredited radiologic science program. Student members shall have all the privileges and obligations of active members, except the right to vote. Eligibility for Student membership shall terminate upon initial certification.
D. Life members shall be active members who have rendered unusual service to the USMT. Life members shall be selected by a recommendation by the Board of Directors and by a majority vote at a business meeting. They shall pay no dues but shall have all the privileges and obligations of an active member.
E. Honorary membership shall be granted to individuals whom have given service to the profession. Honorary members shall be selected by a majority vote at a business meeting, upon recommendation of the Board of Directors. They shall pay no dues but shall have all privileges and obligations of active members except the right to vote or hold office or serve as a delegate in the ASRT House of Delegates.
F. Supporting members shall be those persons who are interested in promoting the purposes and functions of the USMT, but who are not eligible for any other category of membership. They shall have all the privileges and obligations of members except the right to vote or hold office.

*Section 4. Dues and Fees*
A. Dues for active associate, supporting and student members, established by a majority vote of the Board of Directors, require adoption by a two-thirds (2/3) vote of the voting members present at the next annual business meeting. Notice of such shall be given to the voting members at least thirty (30) days in advance of the vote.
B. Annual dues are due and payable on the member’s anniversary date. Membership shall be renewed in the same category as the year before `provided the member has not, in the interim, become eligible for a different class of membership.
C. The application fee for active, associate supporting, and student members shall be uniform and of such amount as is required by the USMT and determined by a unanimous vote of the Board of Directors. In the case of the student member, the fee may be waived.

*Section 5. Resignation*
Any member shall have the right to resign by written communication to the USMT business address.

*Section 6. Reinstatement*
A member who has resigned or whose membership has been deleted from the USMT for other reasons may be reinstated only after filing a new application and paying the fees as a new member.

**ARTICLE V**

**Officers**

*Section 1. Composition*
The officers of the Utah Society of Mammography Technologists shall be: President, President- Elect, Vice President, Secretary, Treasurer, Chairman of the Board, and such additional officers as are recommended by the Board of Directors and ratified by the membership. The offices of Secretary and Treasurer may be combined.

*Section 2. Qualifications*
The elected officers shall be active members of the USRT, ASRT, and certified by the ARRT in Mammography.

*Section 3. Responsibilities*

A. President

1. The President shall preside at all meetings of the USMT and perform all duties consistent with this office.

2. The President shall be an active member of the USRT Board and shall follow procedures in the USRT regulations of affiliate presidents.
3. The President shall be ex-officio member of all committees, except the nominating committee.
4. The President shall appoint committees unless otherwise provided for in the bylaws.
5. The President shall assume those duties stated in the USMT regulations.

B. Vice President

1. The Vice President shall be acquainted with all of the duties of the President and shall assume those duties when necessary.
2. The Vice President shall perform those duties stated in the USMT Regulations.

C. President-Elect

1. The President-Elect shall be familiar with the activities of the USMT and shall
make all preparations necessary for elevation to the office of President.
2. The President-Elect shall perform those duties stated in the USMT Regulations.

D. Secretary

1. The Secretary shall maintain correct and permanent records of the membership and take minutes at all meetings.
2. The Secretary conducts the USMT correspondence and performs all other duties of the office of Secretary.
3. The Secretary is responsible for notifying the USRT of election results within 30 days following the election.

4. The Secretary is responsible for maintaining the Certificate of Existence.
5. The Secretary shall assume those duties stated in the USMT Regulations.

E. Treasurer

1. The Treasurer receives and keeps the funds of the USMT and pays accounts due
upon the order of the Board of Directors.
2. The Treasurer receives all annual dues.
3. At the time of the annual meeting, the Treasurer shall make a full financial
report which shall be incorporated into the minutes.
4. The records of the Treasurer will be audited by a peer committee established by the Board of Directors within thirty (30) days of the close of the annual meeting. If any major discrepancy is found, the books will be sent for an external audit.

5. The Treasurer shall perform those duties stated in the USMT Regulations.

*Section 4. Terms*
A. All officers shall serve their designated term, or until their successors have been
appointed or elected and assume their office. They shall surrender to their successors all records and properties belonging to the USMT.
B. The President-Elect shall serve for a term of one (1) year as president-elect, one (1) year as president and one (1) year as immediate past president and Board Chairman. The President-Elect shall be elected yearly.
C. The Vice President will serve for two (2) years.
D. The Secretary and Treasurer (may be combined) will serve for two (2) years.
E. The term shall begin at the close of each Annual Meeting.

F. An officer who meets eligibility requirements at the time of nomination shall be permitted to complete the term, even though employment status changes.

*Section 5: Vacancies*
A. A vacancy in the office of president shall be filled by the vice president.
B. A vacancy in any elective office, except the office of President shall be filled by a unanimous ballot of the remaining members of the USMT Board of Directors.

*Section 6. Nominations*
A. A nominating committee of three members shall be appointed by the Board within ninety (90) days following the date of the annual meeting. This committee shall serve during the upcoming year. The committee shall satisfy itself that all candidates have the proper credentials and are willing to serve if elected.

B. Nominations for qualified officers will be accepted by the nominating committee prior to the annual meeting. The nominated candidates will introduce themselves before the general membership at the annual meeting.

*Section 7. Elections*
A. The President-Elect, Vice President, Secretary and Treasurer, and any other officer shall be elected by a majority vote of the voting members of the USMT at the annual meeting.

B. The established voting procedure in the USMT Regulations shall be followed and the counting of the ballots shall be done by the nominating committee. The report of the nominating committee shall be submitted to the President for announcement following the vote by the membership. If a tie occurs, the President shall cast the deciding vote.
C. All officers, except the President and President-Elect can be re-elected.

**ARTICLE VI**

**Board of Directors**

*Section 1. Composition*
A. The Board of Directors shall be composed of the President, President-Elect, Chairman of the Board, Vice-President, Secretary, and Treasurer (Secretary and Treasurer may be combined).

B. The immediate past president will serve on the Board of Directors in the position of Chairman.

*Section 2. Qualifications*
A. All members of the Board of Directors shall be active members of the USRT, ASRT, and certified by the ARRT in Mammography.

*Section 3. Duties*
A. The Board of Directors is entrusted with administrative authority to transact the business of the USMT in the interim between the yearly meetings. Additional responsibilities of the Board of Directors shall be stated in the USMT Regulations.
B. Fulfill requirements of ASRT regarding annual renewal, including documentation of corporate existence and proof of current IRS tax-exemption status and documentation of appropriate tax returns being filed with the IRS in the prior year.

*Section 4. Meetings*
A. The Board of Directors shall meet a minimum of two times per year, to include pre and post annual meeting. These meetings may include the USRT meetings that USMT board members attend.
B. The president, or a majority of the members of the Board of Directors, upon request to the chairman of the Board may call a special meeting. Members shall be notified at least fifteen (15) days in advance of such meetings, together with an agenda of the meeting to be held.
C. In the absence or inability of the President or Vice President to act, the Chairman of the Board of Directors shall call the meeting to order and preside until a temporary Chairman can be elected. The Chairman of the Board of Directors shall perform those duties stated in the USMT Regulations.

D. The Board of Directors may permit any or all members to participate in a meeting by, or conduct the meeting through the use of, any means of communication by which all members participating may simultaneously hear each other during the meeting.

Section 5. Quorum
A majority of the Board of Directors members shall constitute a quorum for all meetings. Proxies are prohibited.

**ARTICLE VII**

**Committees**

*Section 1. Committees*
The Board of Directors shall establish committees as deemed necessary to aid the USMT in carrying on its activities.

*Section 2. Qualifications*

The committee members shall be active members of the USMT, USRT, and the ASRT.

*Section 3. Duties*
Committees shall perform those duties outlined in the USMT Regulations.

*Section 4. Committee Chairman*
The President shall appoint committees, including the chairman, unless in conflict with other sections of the bylaws.

*Section 6. Vacancies*
A vacancy in any committee shall be filled by appointment by the President.

**ARTICLE VIII**

**Censure, Reprimand, and Removal**

*Section 1. Members*
Any member may be suspended or terminated for cause. Sufficient cause for such suspension or termination of membership shall be a violation of the Bylaws or any lawful rule or practice duly adopted by the USMT or any other conduct prejudicial to the interests of the USMT.
A. If the Board of Directors deems the charges to be sufficient; the person charged shall be advised in writing of the charges.
B. A statement of the charges shall be sent by certified or registered mail to the last recorded address of the member at least twenty (20) days before final action is taken.
C. The statement shall be accompanied by a notice of the time and place of the meeting of the Board of Directors at which the charges shall be considered.
D. The member shall have the opportunity to appear in person and be represented by counsel to present any defense to such charges before action is taken.
E. Suspension or expulsion shall be by two-thirds (2/3) vote of the entire membership of the Board of Directors.

*Section 2. Officers and Board of Directors*
Any officer may be censured, reprimanded or removed from the office for dereliction of duty or conduct detrimental to the USMT. Such action may be initiated when the Board of Directors receives formal and specific charges against an officer.
A. If the Board of Directors deems the charges to be sufficient; the person charged shall be advised in writing of the charges.
B. A statement of the charges shall be sent by certified or registered mail to the last
recorded address of the officer at least twenty (20) days before final action is taken.
C. The statement shall be accompanied by a notice of the time and place of the meeting of the Board of Directors at which the charges shall be considered.
D. The officer shall have the opportunity to appear in person and be represented by
counsel to present any defense to such charges before action is taken.
E. Censure, reprimand or removal shall be by two-thirds (2/3) vote of the remaining
membership of the Board of Directors.

F. A newly elected Board member has up to 30 days following the election to provide proof of USRT and ASRT membership. If this is not met the Board member cannot occupy the seat on the Board. The runner-up will be the new Board member. If no runner-up is available, the Board will call for a nomination and re-election among the general membership for the vacant position at the next assembly of its members.

**ARTICLE IX**

**Meetings**

*Section 1. Annual Meeting*

A. The USMT shall conduct a meeting each year for the presentation of reports and the election of officers.

B. Notice of the meeting shall be given at least 30 days in advance and shall be published on the USRT website.

C. A quorum shall consist of at least thirty (30) percent of the voting members of the USMT registered at the annual meeting.

**ARTICLE X**

 **Parliamentary Authority**

The rules contained in the current edition of Roberts’ Rules of Order, Newly Revised shall govern the Society in all cases which they are applicable and consistent with these bylaws and any special rules or order the Society may adopt.

**ARTICLE XI**

 **Amendments**

1. These bylaws may be amended by a two-thirds (2/3) vote of the voting members of the Society in attendance at an annual business meeting.
2. Notice of proposed bylaw amendment shall be provided to members, by publication on the Society’s website, at least fifteen (15) days prior to the annual business meeting.

**ARTICLE XII**

 **Indemnification**

Every officer, director, employee or delegate of the Society shall be indemnified by the Society against all expenses and liabilities, including attorney’s fees, in connection with any threatened, pending or completed proceeding in which the above-named individual is involved by reason of being or having been an officer, director, employee or delegate of the Society if the above-named individual acted in good faith and within the scope of the above-named individual’s authority and in a manner reasonably believed to be not opposed to the best interests of the Society. In no event shall indemnification be paid to or on behalf of any above-named individual going beyond or acting beyond the powers granted by authority of this organization or bylaw. The foregoing right of indemnification shall be in addition to, and not exclusive of, all other rights to which such officer, director, employee or delegate may be entitled.

**ARTICLE XIII**

**Dissolution**

In the event of dissolution or final liquidation of the Society, all of its assets remaining after payment of its obligations shall have been made or provided for, shall be distributed to and among such corporations, foundations, or other organizations organized and operated exclusively for scientific and educational purposes in radiologic technology, consistent with those of the Society, as designated by the Board of Directors.