

**STANDING RULES OF THE
AMERICAN MASSAGE THERAPY ASSOCIATION
INDIANA CHAPTER
JUNE 2018 APRIL 2019 REVISION**



Section 1. Chapter Name

- A. The name of this organization shall be AMERICAN MASSAGE THERAPY ASSOCIATION - INDIANA CHAPTER.
- B. AMERICAN MASSAGE THERAPY ASSOCIATION - INDIANA CHAPTER shall be referred to hereafter in all articles amended and adopted as the "CHAPTER."

Section 2. Offices and Positions

- A. Authority
 - 1. ~~The Chapter Board and the Delegate~~ authority is conferred by the **Chapter** membership through election **and as specified in National AMTA Bylaws and Policy.**
- B. Accountability
 - 1. The Chapter Board shall operate within National Bylaws **and Policies, Position Descriptions,** Chapter Standing Rules, policies, programs, mission, goals, strategic plan, and Chapter objectives.
 - 2. Treat proprietary and other confidential information in a responsible manner.
 - 3. Act as the representative for their assigned committees.
 - 4. Delegates are accountable to fulfill their duties through reporting the activities of the Assembly as well as the meeting outcomes.**
 - ~~4. Delegate accountability is to the members by virtue of election.~~

Section 3. Duties of Officers

- A. Duties of the Chapter Board
 - 1. ~~Shall obtain sanction and ratification from the assembly of membership at a regularly scheduled or a specially called Chapter meeting on controversial policies or on expenditures major to the Chapter's ordinary conduction of business. There will be no less than thirty (30) days' notice given of such a meeting.~~
 - 2. ~~Shall report and bring recommendations to the assembly for action.~~
 - 3. When possible go to National Conference, Convention, Regional and National Board of Director meetings.
 - 4. ~~It is a duty of the Chapter Board to ensure that a member of the Chapter Board is nominated as a candidate for election to the position of Delegate. In the event that the Board member is elected as a Delegate, that Board member has the option of declining that position.~~

Section 4. Committees

- A. Eligibility
 - 1. ~~A Candidate for a Committee Chair must submit a resume at, or before, the Annual meeting to be considered for chair position.~~

- B. Authority
 - 1. The Committee Chair functions as prescribed by the Chapter Board and has no general authority to act on behalf of AMTA or the Chapter.
 - 2. All Committee Chairs which are appointed positions will have voice at all Chapter Board meetings but not a vote.
- C. Accountability
 - 1. The committee chair is accountable to the Chapter Board by virtue of appointment and reports to the President or Designated Board member.
 - 2. Operate within the National Bylaws, Chapter Standing Rules, policies, programs, mission, goals, strategic plan, and Chapter objectives.
 - 3. Treat proprietary and other confidential information in a responsible manner.
 - 4. Act as the representative for the committee.

Section 5. Meeting/Education

- A. ~~Annual Meeting~~
 - 1. ~~At the annual meeting, a discussion with the membership of business that is to be placed before the next meeting of the Assembly of Delegates:~~
 - a. ~~Ratifications~~
 - b. ~~Recommendations~~
- B. Scheduling of Meetings
 - 1. The regular meeting time of the Chapter shall be on the months and dates prescribed by the Chapter Board and will not to be in conflict with a National ~~Conference or~~ Convention.
 - 2. Members shall not hold a meeting or function on dates that conflict with scheduled Chapter meetings and functions.
 - 3. ~~The Chapter Board shall decide the meeting times of the Chapter Board prior to the regular meetings of the chapter, and their actions reported at the Chapter meeting. The Chapter shall have at least 14 days' notice of a Chapter Board meeting unless it is an emergency. If an emergency meeting is held, the Chapter members shall be notified of why the meeting was called and the results.~~

Section 6. Newsletter

- A. Official Chapter Publications
 - 1. There will be at least three (3) newsletters per year and one publication will coincide with the annual chapter meeting.

Section 7. Chapter Elections

- A. **The Indiana Chapter shall hold online elections in accordance with AMTA's Bylaws and Policy**