

1 **MONTGOMERY-BUCKS DENTAL SOCIETY**
2 **CONSTITUTION**
3 **AND**
4 **BY-LAWS**

5
6 Ratified 02/28/11
7 Amended 2013, 2017, 2019, 2023, 2024, 2025
8
9

10
11 **MONTGOMERY-BUCKS DENTAL SOCIETY**
12 **CONTENTS**

13
14 **CONSTITUTION:**

15 ARTICLE PAGE
16 I NAME
17 II OBJECT
18 III CHARTER
19 IV ORGANIZATION
20 V GOVERNMENT
21 VI OFFICERS
22 VII ANNUAL MEETING
23 VIII PRINCIPLES OF ETHICS
24 IX AMENDMENTS

25
26 **BY-LAWS:**

27 CHAPTER PAGE
28 I MEMBERSHIP
29 II MEETINGS OF MEMBERS
30 III EXECUTIVE COUNCIL
31 IV DUTIES OF OFFICERS
32 V STANDING COMMITTEES
33 VI SPECIAL COMMITTEES
34 VII MISCELLANEOUS
35 VIII RULES OF ORDER
36 IX AMENDMENTS
37 ORGANIZATIONAL CHART

38
39 **CONSTITUTION:**

40
41 **ARTICLE I - NAME**
42

43 *Section 10. NAME:* The name of the Society shall be the Montgomery-Bucks Dental Society
44 Incorporated of the Pennsylvania Dental Association, hereinafter referred to as the Society.
45

46 *Section 20. JURISDICTION:* The jurisdiction of this Society shall be the territory within the
47 counties of Montgomery and Bucks, Commonwealth of Pennsylvania.
48

49 **ARTICLE II - OBJECT**

50
51 The object of this Society shall be to encourage the improvement of the health of the public,
52 foster excellence and ethics in dentistry, to provide a network of informed, proactive dentists, to
53 enhance the image of the profession to the public, to provide education and services to the
54 members, to support the growth and professional success of the members, and to represent the
55 interest of the dental profession and the public which it serves.
56

57 **ARTICLE III - CHARTER**

58
59 This Society shall operate under a charter granted by the Pennsylvania Dental Association, shall
60 be governed by the Constitution and By-Laws of the Pennsylvania Dental Association, and the
61 Constitution and By-Laws of the American Dental Association.
62

63 **ARTICLE IV - ORGANIZATION**

64
65 *Section 10. INCORPORATION:* This Society is a non-profit corporation under the laws of
66 the Commonwealth of Pennsylvania by the Court of Common Pleas of Montgomery County,
67 Pennsylvania.
68

69 *Section 20. OFFICES:* The principal office of this Society shall be determined by the
70 Executive Council.
71

72 *Section 30. PRIVILEGES AND DUTIES OF THIS SOCIETY:*
73

74 A. This Society shall accept all dentists, as approved for, or assigned to this Society by the
75 Pennsylvania Dental Association.
76

77 B. Notwithstanding any conflict with the Constitutions and By-Laws of the overriding
78 dental associations, this Society shall have the power to establish its own Constitution
79 and By-Laws.
80

81 C. This Society shall have the power to govern the professional conduct of its members.
82

83 D. This Society shall have the power to provide for its financial support.
84

85 E. This Society shall receive complaints of alleged violation or professional misconduct as
86 provided for in the By-Laws of this Society. A member, about whom a complaint has been
87 raised, shall be given a hearing by a subcommittee of the Executive Council, if necessary, and

shall have the right of appeal as described in the By-Laws of the Pennsylvania Dental Association.

Section 40. MEMBERSHIP: The membership of this Society shall consist of dentists and other persons whose qualifications shall be established in the By-Laws.

ARTICLE V - GOVERNMENT

The legislative and governing body of this Society shall be an Executive Council composed of the Officers of this Society, the Chairpersons, and members of the committees of the Society, and Society members currently serving as **Pennsylvania Dental Association Second Trustee Region Trustees**. ~~District Directors or District officers. District Directors are those Montgomery Bucks Dental Society representatives serving on the Executive Board of the Second District Valley Forge Dental Association.~~ These members shall be the voting members of the Executive Council. All members of the Executive Council must be active members in good standing.

ARTICLE VI - OFFICERS

The Officers of this Society shall be the President, President-Elect, Secretary, and Treasurer; they shall be elected by a majority vote at the Annual Meeting and shall serve until the following Annual Meeting. These Officers may succeed themselves unless otherwise specified in the Constitution and By-Laws.

ARTICLE VII - ANNUAL MEETING

The Annual Meeting of this Society shall be held, when feasible, during the month of May or June, with the actual date to be decided by the Executive Council.

ARTICLE VIII - PRINCIPLES OF ETHICS

The principle of Ethics of the American Dental Association and the Principle of Ethics of the Pennsylvania Dental Association shall govern the professional conduct of all members of this Society. This Society shall have the authority to adopt additional provisions not in conflict with those of the aforementioned Associations.

ARTICLE IX - AMENDMENTS

This Constitution may be amended as provided for in Chapter IX – Amendments.

BY-LAWS:

CHAPTER 1 - MEMBERSHIP

Section 10 - CLASSIFICATION: The members of this Society shall be classified as follows:

A. Active Members

B. Life Members

C. Honorary Members

D. Associate Members

E. Retired Members

F. Student Members

G. Affiliate Members

Section 20 - QUALIFICATIONS:

A. ACTIVE MEMBERS.

1. Active members shall be ethical dentists, who have been approved for or assigned to this Society by the Pennsylvania Dental Association, who are registered with the Pennsylvania State Board of Dentistry and are members in good standing of the Pennsylvania Dental Association.

2. Any U.S. military dental officer, while serving in an active duty status in any of the armed forces of the United States, who has had a professional address in Montgomery or Bucks Counties, or who declares that they will have a Montgomery or Bucks County address on being separated from the service may become an active member of this Society while on active duty not to exceed three years.

3. Any dentist eligible for active membership in the American Dental Association, who is not licensed to practice in Pennsylvania, but who is teaching or practicing dentistry in Pennsylvania under circumstances legally permitted under Commonwealth law and the Dental Practice Act, shall be eligible for active membership in this Society.

B. LIFE MEMBERS: Life membership will be granted to any active members who shall fulfill the requirements of the American Dental Association and the Pennsylvania Dental Association.

C. HONORARY MEMBERS: Any person who has rendered outstanding service to the dental profession and/or to this Society may be considered as eligible for honorary membership. The names of candidates shall be presented to the Executive Council for approval. A majority vote of the members present is required to grant this honor. If approved, the name will be presented to the membership at a regular meeting of the Society and the candidate can be elected by a majority vote of active members present.

D. ASSOCIATE MEMBERS.

1. Practitioners of medicine who maintain good standing in their respective constituent component of the American Medical Association shall be eligible for membership as associate members upon filing an application and payment of the current dues of the Society.

2. A person, not eligible for any other type of membership in the Society, who contributes to the advancement of this Society and has not met the educational requirements for licensure as a dentist anywhere in the United States, upon application to and approval by the Executive Council, shall be classified as an associate member of the Society.

E. RETIRED MEMBERS: An active member of this Society, upon their election to retired membership by the American Dental Association, shall automatically become a retired member of this Society.

F. STUDENT MEMBERS: American Dental Association student members, ~~and Pennsylvania Dental Association student members, and Second District Valley Forge Dental Association student members~~ who are engaged in full-time undergraduate or graduate study in accredited dental educational institutions in the Commonwealth of Pennsylvania are eligible to become student members of this Society.

G. AFFILIATE MEMBERS: An American Dental Association member dentist whose principal location of practice is outside the area of jurisdiction of this Society, and who is in good standing in their component Society, upon application to, and approval by the Executive Council may be classified as an affiliate member.

Section 30. DEFINITION OF "IN GOOD STANDING".

A. A member of this Society whose dues for the current year have been paid and who is not undergoing a period of probation or suspension shall be in good standing.

B. A member of this Society while receiving assistance from the relief fund of the Pennsylvania Dental Association shall be exempt from the payment of dues and shall be considered to be in good standing during the period of such assistance.

C. An active member of this Association who qualified for exemption of dues under the Disability provision of the American Dental Association By-Laws shall automatically be exempt from the dues of this Society for the same period of time.

D. An active member whose dues for the current year have not been paid by March 31st of the current year shall cease to be a member.

E. A life member who is not undergoing a period of probation or suspension shall be in good standing.

Section 40. PRIVILEGES.

A. ACTIVE MEMBER.

1. An active member shall be entitled to all the rights and privileges of membership including, but not limited to, the right to vote, hold office, and attend all meetings. The member shall receive all publications furnished to members by this Society.

2. An active member not in good standing or under disciplinary sentence of probation, suspension or expulsion by the American Dental Association, constituent, component societies or any state dental board shall not be privileged to hold office, either elective or appointive, in this Society, or have the right to vote or otherwise participate in affairs that govern the Society.

B. LIFE MEMBER: A life member shall be entitled to all the privileges of an active member.

C. HONORARY MEMBER: An honorary member shall enjoy all the rights and privileges of an active member except the right to hold office, or vote.

D. AFFILIATE MEMBER: An affiliate member shall have the same standing and privileges in this Society as Active Members, excepting the right to vote or hold office, but this does not necessarily confer privileges or standing with the Pennsylvania Dental Association and the American Dental Association solely because of their affiliate membership in this Society.

E. RETIRED MEMBER: A Retired Member shall enjoy all the rights and privileges of an Active Member.

F. STUDENT MEMBER: A Student Member shall be entitled to admission to any scientific session of this Society and to such other services as are provided by the Society.

G. ASSOCIATE MEMBER: An associate member in good standing shall be entitled to attend any scientific session of this Society. The subscription price of the Montgomery-Bucks Bulletin shall be included in the annual associate dues. An Associate Member shall also be entitled to such other benefits as are authorized by the Executive Council.

H. RIGHT OF APPEAL: A member against whom any charge is made shall have the right of appeal as specified in the By-Laws of the Pennsylvania Dental Association.

Section 50. DUES AND REINSTATEMENT.

A. DUES.

1. The manner of payment of dues shall be in accord with the policy of the ~~Second District Valley Forge Dental Association~~, the Pennsylvania Dental Association, and the American Dental Association. The dues for this Society shall be determined by the membership and can be changed at any regular meeting of this Society by a majority vote of the Active Members present, provided thirty (30) days prior notice has been given to the entire membership.

2. Life, Retired, Honorary and Student Members shall be exempt from payment of this Society's dues.

271
272 **B. LOSS OF MEMBERSHIP AND REINSTATEMENT.**
273

274 1. An Active Member whose dues have not been fully paid by February 28 of the current year,
275 unless the member is participating in the electronic dues payment program, shall be
276 automatically suspended from the Society. The member at this time is to be notified by the
277 Corresponding secretary of said suspension, the loss of privileges involved, and the potential loss
278 of membership and its consequences if dues are not paid by March 31st.
279

280 2. If the above member's dues have not been paid by March 31, they shall be automatically
281 removed from membership in the Society.
282

283 3. A former member who has been removed for nonpayment of dues may be reinstated by paying
284 the dues for the current year.
285

286 **CHAPTER II - MEETINGS OF MEMBERS**
287

288 *Section 10. REGULAR MEETINGS:* The Society shall have regularly scheduled meetings at
289 such dates, times and locations as established by the Executive Council.
290

291 *Section 20. ANNUAL MEETING:* The Annual Meeting of this Society shall be held during the
292 months of May or June, when feasible, with the actual date to be decided by the Executive
293 Council.
294

295 *Section 30. SPECIAL MEETINGS:* Special Meetings shall be called by the President, by the
296 direction of a majority of the Executive Council, or upon the written request by ten (10)
297 percent of the Active Members in good standing, of this Society. Such a meeting shall be held
298 within thirty (30) days of the request and a written notice of the purpose, time and place of this
299 meeting shall be sent to all members at least ten (10) days prior to the date set.
300

301 *Section 40. QUORUM:* ~~Twenty-five (25)~~ **Fifteen (15)** Active Members shall constitute a
302 quorum. A majority vote of the Active Members present shall be required for the transaction of
303 business at any meeting.
304

305 **MBDS COMMITTEE DUTIES PER C&B (AS REVISED):**

306 **CHAPTER III - EXECUTIVE COUNCIL**
307

308 *Section 10. COMPOSITION:* The Executive Council shall be composed as stated in the
309 Constitution, Article V.
310

311 *Section 20. POWERS.* The Executive Council shall control the business and affairs of the
312 Society.
313

314 The Executive Council shall have the following powers:

A. To conduct, manage and control the affairs and business of the Society and to make rules and regulations consistent with the Articles of this Society or its By-Laws.

B. In the event of a vacancy of an office, for any cause, the Executive Council shall have the power to appoint a replacement to complete the unexpired term of such office.

C. To employ an Executive Director for the Montgomery Bucks Dental Society as needed.

Section 30. ELECTION AND TERM OF OFFICERS.

A. PRESIDENT:

1. The President-Elect shall succeed to the office of President at the next Annual meeting following their election as President-Elect, unless the requirements of office have not been met as outlined in President-Elect, Part B (2).

2. If, for any reason the President-Elect cannot succeed to the office of the President, the current President shall extend their term as a President Pro Tem until such time as the process outlined in Part B (3) can fill the vacancy and the new President-Elect has served the minimum prerequisite term.

3. The President Pro Tem position may be filled by a past president of the Society upon a majority vote of the Executive council, if needed.

B. PRESIDENT-ELECT:

1. The President-Elect shall be elected at the meeting immediately prior to the Annual Meeting by a majority vote of the Active Members present.

2. The President-Elect must serve a minimum of 6 months before succeeding to the office of the President, if elected as a result of a vacancy as outlined in Part A, (2).

3. In the event of a vacancy in the office of the President-Elect, the nominating committee shall convene to nominate a presidential candidate. In a timely manner, the chosen nominee shall be presented to the next General Assembly for election by a majority vote. Other offices that are vacant may be filled using a similar procedure.

C. SECRETARY: The Secretary shall be elected at the meeting immediately prior to the Annual Meeting by a majority vote of the Active Members present. This officer shall serve no more than five (5) consecutive terms in this office.

D. TREASURER: The Treasurer shall be elected at the meeting immediately prior to the Annual Meeting by a majority vote of the Active Members present. This officer shall serve no more than five (5) consecutive terms in office.

E. TRIPARTITE TRUSTEE TO THE PENNSYLVANIA DENTAL ASSOCIATION:

This Society shall elect by majority vote of the Executive Council based on the Trustee terms as established by the rules of the Pennsylvania Dental Association.

~~F. DIRECTOR TO THE SECOND DISTRICT~~ **TRUSTEE TO THE PENNSYLVANIA DENTAL ASSOCIATION SECOND TRUSTEE REGION:** This Society shall elect a ~~Director or Directors~~ **Trustee or Trustees,** for a term of ~~two~~ **three** years, ~~to the Second District Valley Forge Dental Association at the meeting immediately prior to the Annual Meeting~~ by a majority vote of the **MBDS Board members** ~~Active Members~~ present. The number of ~~Directors~~ Trustees shall be in accordance with the **procedures of the Pennsylvania Dental Association and this Trustee Region. Second District Dental Association By-Laws.** **All MBDS members in good standing are eligible for nomination and election.**

G. DELEGATES TO THE PENNSYLVANIA DENTAL ASSOCIATION.

1. Delegates and Alternate Delegates to the House of Delegates of the Pennsylvania Dental Association shall be elected in the following manner.

First, the members of this Society shall nominate a number of Delegates and Alternate Delegates in accordance with the By-Laws of the Pennsylvania Dental Association;

Second, Delegates and Alternate Delegates will be elected in accordance with the By-Laws of the Pennsylvania Dental Association;

2. Duties of the Delegates and Alternate Delegates shall be the same duties as listed in the Pennsylvania Dental Association By-Laws.

Section 40. MEETINGS: The Executive Council shall meet at least every three months, at a place and time to be designated by the President.

Section 50. QUORUM: A majority of all the members of the Executive Council shall be necessary to constitute a quorum.

CHAPTER IV - DUTIES OF OFFICERS

Section 10. PRESIDENT. It shall be the duty of the President to:

- A. Supervise and direct the business of the Society.
- B. Serve as Chairperson of the Executive Council.
- C. Preside at all meetings of the Society and its Executive Council.
- D. Serve as "ex officio" on all committees.

E. Recommend for approval, by the Executive Council, the appointment of all Chairpersons not otherwise provided for in these By-Laws.

F. Recommend for approval, by the Executive Council, the appointment of members to special committees and designate their Chairpersons as needed.

G. Recommend for approval, by the Executive Council, all Ad Hoc committees, and their members.

H. Shall be a delegate to the Annual Meeting of the Pennsylvania Dental Association.

Section 20. PRESIDENT-ELECT. It shall be the duty of the President-Elect to:

A. Assist the President in the performance of duties, preside in their absence and succeed to the office in case of vacancy from any cause.

B. Serve as Parliamentarian of the Society. Upon their request, the President-Elect shall be furnished with a copy of the current edition of "The Standard Code of Parliamentary Procedure" by Sturgis.

C. Shall be a delegate to the Annual Meeting of the Pennsylvania Dental Association.

D. Recommend for approval, by the Executive council, the appointment of all committee members needed for the President-Elect's term as President.

Section 30. SECRETARY. It shall be the duty of Recording Secretary to:

A. Be responsible for all reports of the Society and Executive Council.

B. Record the minutes of the Society meetings and those of the Executive Council, supplying the Editor of the Bulletin with a copy of those minutes in time to be inserted in the succeeding issue of the Bulletin.

Section 40. TREASURER. It shall be the duty of the Treasurer to:

A. The Treasurer shall be bonded.

B. Receive all money and keep all money belonging to the Society in a depository selected by him/her with the approval of the Executive Council.

C. Give a full and detailed report at the Annual Meeting of this Society and all meetings of the Executive Council.

D. Be responsible for all revenue, including but not limited to Bulletin, Web Site, Continuing Education, social events, insurance royalties, and any other committee funds.

CHAPTER V - STANDING COMMITTEES

Section 10. NAME: The following shall be standing committees and subcommittees of the Society.

I. MEMBERSHIP & ENGAGEMENT (RECRUITMENT & RETENTION)

A. Continuing Education

B. Social Programs

1. New Dentist Subcommittee
2. Dinner Meetings
3. Other Events:
 - a. Zoo
 - b. Hot Topics/Cold Brews
 - c. Entertainment

II. OUTREACH & COMMUNICATIONS

A. Publications & Communications

1. Bulletin
2. Social Media
3. Website
4. Eblasts

B. Government Relations

C. Fellowship and Community

D. Professional Relations

E. Patient Relations

III. BOARD STRUCTURE & PROCESS

A. Executive Committee

B. Budget & Finance

1. Sponsorship
2. Audit
3. Business Manager

C. Constitution and By-Laws

D. Executive Director

E. Nominating

F. Board Onboarding

Section 20. COMMITTEES: The President will have the recommended Chairpersons approved by the Executive Council.

Section 30. RESPONSIBILITIES TO THE COUNCIL: These committees shall meet when deemed necessary by the President, Executive Council, and/or Chairperson of the committee. Written reports of all meetings are to be filed with the Recording Secretary.

Section 40. COMPOSITION AND DUTIES OF STANDING COMMITTEES.

A. Auditing:

1. The Auditing Committee shall consist of three members, one of whom shall be Chairperson.

2. The duties of this committee shall be to appoint a Certified Public Accountant to reconcile the Treasurer's books. This report shall be presented to the Executive Council.

B. Budget & Finance:

1. The Budget and Finance Committee shall consist of five members: the President, President-Elect, Treasurer, and up to two members in good standing. One of the latter two members will serve as Chairperson.

2. It shall be the duties of this committee to:

a. Prepare the annual budget of the Society from requests for funds presented to this committee from various committees and officers.

b. Formulate investment policies.

c. Analyze and supervise all financial activities and reports and make recommendations concerning same to the Executive Council.

3. The budget shall be presented to the Executive Council at its meeting no later than the meeting of the Society.

4. The fiscal year of this Society shall be August 1st to July 31st.

C. Constitution and By-Laws:

541 1. The Constitution and By-Laws Committee shall consist of the two immediate Past-Presidents,
542 the Recording Secretary ~~and all the Directors to the Second District Dental Association~~, with the
543 more senior of the two immediate Past-Presidents serving as Chairperson.
544

545
546 2. The duties of this Committee shall be to maintain a separately bound, current record of all
547 amendments to the Constitution and By-Laws and all resolutions passed by this Society. It shall
548 also review the wording and form all proposed amendments to the Constitution and By-Laws
549 prior to presentation to the Society.
550

551 D. Continuing Education:

552
553 1. It shall be composed of a Chairperson, and as many members as deemed necessary.
554

555 2. When feasible, the chairperson of this committee shall have served on this committee for one
556 year before they are eligible for appointment by the President.
557

558 3. It shall be the duty of this committee to select and formulate programs for the
559 membership that will promote the highest quality of dentistry in the two constituent counties.
560

561 E. Executive Director:

562
563 1. This committee shall consist of the immediate past president and the current officers. The
564 committee shall elect the Chairperson of this committee.
565

566 2. The duties of this committee shall be to establish a job description, interview, negotiate salary
567 and make recommendations to the Executive Council for approval to hire an Executive Director
568 when needed.
569

570 3. This committee shall select an office location and determine the various equipment required to
571 make it operational.
572

573 4. This committee shall serve as the liaison between the Executive Director and the Executive
574 Council.
575

576 F. Fellowship and Community:

577
578 1. The Fellowship and Community Committee shall consist of all past Presidents of this Society,
579 with the immediate Past-President acting as Chairperson.
580

581 2. The duties of this committee shall be to:

582 a. Promote fellowship in the Society and to advise the Secretary of any illnesses and deaths
583 among our members so that proper recognition may be made.
584

b. ~~Assist the Secretary of the Second District Valley Forge Dental Association with~~ Investigate and report on any request for relief from members of our Society. All information collected in these investigations is to be held strictly confidential.

G. Government Relations:

1. The Government Relations Committee shall consist of a Chairperson and as many members as deemed necessary.

2. The duties of this committee shall be to disseminate information to the members in regard to promoting legislation that would be in the best interest of our patients and the dental profession.

~~3. This committee shall work closely with Society members currently serving as District Directors or District officers. District Directors are those Montgomery Bucks Dental Society representatives serving on the Executive Board of the Second District Valley Forge Dental Association~~

H. Membership Engagement:

1. It shall be composed of a Chairperson, the Chairpersons of the subcommittees and as many members as deemed necessary to represent the diversity of the Society.

2. The Corresponding Secretary shall serve as a consultant to this committee.

3. The duties of this committee shall be as follows:

a. Maintain an up-to-date roster of all members of the Society and encourage those members in arrears to restore their status to "in good standing," as outlined in Chapter 1, Section 30.

b. Plan and execute a continuous membership drive.

4. One member of the membership committee shall be appointed as chairperson of the New Dentist subcommittee.

5. The duties of the New Dentist subcommittee are as follows:

a. Communicate the value of organized dentistry to students at the dental schools in the regional area.

b. Integrate new dentists into organized dentistry and encourage their participation in the administration of the Society.

c. Develop programs geared towards the new dentist.

d. Identify and address the needs and concerns of new dentists and make recommendations to the Executive Council.

6. The definition of a “new dentist” for the purposes of this subcommittee is any active or prospective member who has graduated from either dental school or graduate dental program within the last ten years.

7. Member Programs Subcommittee composed of a Chairperson, and as many members as deemed necessary. This committee shall arrange and conduct a program for each scheduled meeting of this Society.

Social Functions Subcommittee to plan, coordinate, and schedule all the social functions of the Society.

I. Nominating:

1. The Nominating Committee shall consist of the three immediate Past-Presidents, one additional Past President, the current President, and the President-Elect, with the most senior of the immediate Past-Presidents serving as chairperson.

2. The duties of this committee shall be to prepare a ballot of the nominees for the following offices: President, President-Elect, Secretary, and Treasurer. ~~Directors to Second District Valley Forge Dental Association~~ **This committee shall prepare a ballot of candidates for Trustee for the Second Trustee Region and the Delegates and Alternate Delegates to the Pennsylvania Dental Association.** All nominees are to be members in good standing. The committee shall announce these nominees at a general meeting prior to the Annual Meeting.

3. Additional nominations must be made by written petition and signed by three active members in good standing. Such petitions must be submitted to the Secretary prior to the executive council meeting immediately preceding the Annual Meeting. The corresponding secretary shall confirm their eligibility. The entire slate is then to be presented at the general meeting prior to the Annual Meeting, **except the Trustee for the Second Trustee Region who is elected by the MBDS Executive Committee.**

4. This entire ballot is to be presented first at the Executive Council meeting prior to the regular meeting preceding the Annual Meeting, and then to the membership at the regular meeting preceding the Annual Meeting. The Nominating Committee may at its discretion, and with the Executive Council's approval, alter its nominations after first presenting them to the Executive Council prior to presenting them to the membership.

5. The election shall be held at a regular meeting preceding the Annual Meeting. If there are two or more people running for office, a written ballot shall be used. Installation shall be held at the Annual Meeting.

J. Patient Relations:

1. This committee shall consist of the four Past-Presidents and the President-Elect with one of the Past-Presidents serving as Chairperson. All Past-Presidents shall serve as consultants to this committee as needed.

2. The duties of this committee shall be to investigate all complaints against dentists and attempt to resolve differences between patients and dentists through either referral to mediation, or where possible, by intervention.

3. All letters to the patient should be composed by the Chairperson and copies relayed to the Executive Secretary in final form for recordkeeping.

K. Publications & Other Media:

1. The Editor of the Montgomery Bucks Dental Bulletin shall serve as Chairperson.

2. The duties of this committee shall be to publish a Bulletin at regular intervals on a schedule as approved by the Executive Council; said Bulletin to announce and disseminate any items of interest to our members.

3. The Business Manager shall collect and forward to the Treasurer all revenue derived from the Bulletin and web page, including all advertising funds.

L. Sponsorship:

1. The Chairperson and as many members as deemed necessary will coordinate all Society related sponsorship opportunities.

1. All monies will be reported to the Treasurer and Executive Council.

CHAPTER VII - MISCELLANEOUS

Section 10. CONFLICT: It is the intent of the Montgomery-Bucks Dental Society that this Constitution and By-Laws shall comply with all over-riding organization policies and provisions of any applicable laws. Any sections or provisions which may be found in conflict with the Constitution and By-Laws of the American Dental Association, the Pennsylvania Dental Association, ~~the Second District Valley Forge Dental Association~~, or applicable federal, state, or local law shall be individually separable and shall not affect the validity of the remainder of this document.

Section 20. AGREEMENTS AND CONTRACTS: The Executive Committee shall approve all agreements and contracts. All financial transactions shall be made through the Montgomery-Bucks Treasurer according to Chapter IV, Section 40.

CHAPTER VIII - RULES OF ORDER

Section 10. The order of business at the regular meeting shall be as follows:

A. Call to Order

723
724 B. Approval of Minutes

725
726 C. Reports of Officers and Standing Committees

727
728 D. Reports of Special Committees

729
730 E. Report of Local Tripartite Trustee to the Pennsylvania Dental Association

731
732 G. Unfinished Business

733
734 H. New Business

735
736 I. Election of Officers (*Annual Meeting only*)

737
738 J. Adjournment

739
740 *Section 20.* A scientific program may be placed at any part of the meeting, in which the President
741 finds most advantageous.

742
743 *Section 30.* The current edition of The Standard Code of Parliamentary Procedure, by Sturgis
744 shall govern the deliberations of this Society when not in conflict with the By-Laws.

745
746 **CHAPTER IX - AMENDMENTS**

747
748 *Section 10. PROCEDURE:* These By-Laws may be amended by a two-thirds (2/3) affirmative
749 vote of the members present and entitled to vote at any regular or special meeting called for that
750 purpose, provided the proposed amendment shall have been presented in writing, signed by three
751 (3) members in good standing and read at a previous regular or special meeting. The proposed
752 amendment shall be published and mailed to the members of this society at least two (2) weeks
753 prior to the meeting at which it will be voted on. As an alternative to the prior mailing of
754 amendments to members, the proposed change(s) may be **shared by one or more of the**
755 **following: sent by email;** posted to the Society's website for download and review; **placed as**
756 **pursuant to a notice in the Bulletin;** or **sent as** a separate mailing. ~~sent at least two (2) weeks prior~~
757 ~~to the meeting at which it will be voted on.~~

758 These Bylaws may also be amended at a same meeting at which the amendments are proposed if
759 that amendment receives the unanimous approval of all ~~Trustees~~ **members** present; provided that
760 a ~~majority~~ **quorum** of the ~~Trustees~~ **members** is present.