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Appendix B: By-Laws Association of Mormon Counselors and Psychotherapists

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APPENDIX B
BY-LAWS
Association of Mormon
Counselors and Psychotherapists

Adopted September 30, 1976
Amended Fall 1977

Article I - NAME AND PURPOSE

Section 1. *Name.* The name of this Association shall be the Association of Mormon Counselors and Psychotherapists.

Section 2. *Purpose.* The purpose of this Association shall be:

- a) To promote fellowship, foster communication, enhance personal and professional development, and promote a forum for counselors and psychotherapists whose common bond is membership in and adherence to the principles and standards of the Church of Jesus Christ of Latter-day Saints, both in their personal lives and professional practice.
- b) To encourage members and assist them in their efforts to provide leadership in stemming the tide of materialism, amorality and immorality that threatens to engulf their various other professional organizations and the society at large.

Article II - MEMBERSHIP

Section 1. *General.* Any person whose primary professional responsibilities and/or interest are in the area of counseling and psychotherapy shall be eligible for membership in the Association.

Section 2. *Types of Membership.* The Association shall include three types of membership: professional, student, and associate.

Section 3. *Requirements for Membership.*

- a) *Professional.* The member must have reached a professional level of training in one of the branches of counseling or psychotherapy, be a member of The Church of Jesus Christ of Latter-day Saints and be willing to declare his/her commitment to the principles and standards of the Church, both in his/her personal life and professional practice.
- b) *Student.* The member must be engaged in a program of professional training in counseling or psychotherapy and be otherwise eligible as in (a) above.
- c) *Associate.* An associate member need not be a member of the Church or of the counseling-psychotherapy profession, but must subscribe to the purpose of the Association. He/she may not vote or hold office.

Section 4. *Sustaining Member Designation.* Any person who qualifies for one of the above types of membership who makes a substantial financial contribution to the Association will be eligible for the designation "Sustaining Member".

Section 5. *Loss of Membership.* A person's membership may be terminated by action of the Governing Board for failure to pay dues or for behavior not in keeping with the state purpose of and requirements for membership in the Association. Any member against whom such action is taken shall have the opportunity of a full hearing before the Governing Board.

Article III OFFICERS & GOVERNING BOARD

Section 1. *Officers.* The officers of this Association shall be President, President-Elect, Past-President, and Secretary-Treasurer. These elected officials shall constitute the Executive Committee.

Section 2. *Governing Board.* The elected officers and six elected Governors shall constitute the Governing Board.

Section 3. *Eligibility to Hold Office.* All Officers and Governors shall be members in good standing of AMCAP.

Article IV - ELECTION AND TERMS OF OFFICE

Section 1. *Election of Officers.* The election of the President-Elect and the Secretary-Treasurer and two Governors shall take place at the business meeting of the annual convention.

Section 2. *Succession to the Presidency.* The President-Elect shall automatically become President of the Association at the conclusion of the term of office or upon the death or resignation of the President. At the same time, the President shall become the Past-President except in the case of his/her death or resignation, in which case the position shall remain unfilled.

Section 3. *Terms of Office.* The President, President-Elect, Past-President, Secretary-Treasurer and Governors shall assume office at the conclusion of the annual meeting of the Association and shall serve for a period of approximately one year until their successors are elected, except for Governors, who will each serve three years on a rotating basis. The year of adoption of these By-Laws, two will be elected for a one-year term, and two for a three-year term.

Section 4. *Election Procedures.* The Executive Committee shall appoint an Elections Committee to select candidates, prepare ballots and conduct the election.

Article V - DUTIES OF OFFICERS

Section 1. *Duties of President.* The President shall be the chief elected officer of the Association, and shall be chairman of and preside at meetings of the Executive Committee, the Governing Board and of the members. He shall also appoint the members of standing and ad hoc committees and shall appoint a Governor to serve as Historian.

Section 2. *Duties of President-Elect.* The President-Elect shall perform the duties of the President in his absence or incapacity, or at the request of the President.

Section 3. *Duties of Past-President.* The Past-President shall serve as a member of the Executive Committee and Governing Board for one year following the completion of his term as President.

Section 4. *Duties of Secretary-Treasurer.* The secretary Treasurer shall keep the records of the Association, including a permanent record of the proceedings of all meetings. He shall receive all dues and money and shall disburse the same on order of the Executive Committee. He shall make a financial report at the annual meeting of the Association and shall perform such other duties as devolve upon this office. He shall maintain a roster of members of the Association.

Section 5. *Duties of Governing Board.* The Governing Board will serve as a policy-making body on matters affecting programs of the Association, such policies to be approved by the membership at the business meeting of the next annual convention.

Section 6. *Duties of the Executive Committee.* The Executive Committee shall carry out the business of the Association under the direction of the Governing Board.

Article VI - MEETINGS

Section 1. *Meetings of the Association.* The annual meeting of the Association shall be under the direction of the

Section 1. *Meetings of the Association.* The annual meeting of the Association shall be under the direction of the Governing Board and shall be held immediately preceding October General Conference of The Church of Jesus Christ of Latter-day Saints, or at such other time as might be determined by the Governing Board. Meetings of members of the Association in a given geographic area shall be held as desired under the direction of an area coordinator appointed by the President.

Section 2. *Meetings of the Executive Committee and Governing Board.* The Executive Committee and Governing Board shall meet at such times and places as determined by the President or at the request of at least half of the members of either group.

Section 3. *Conduct of Meetings.* Meetings shall be conducted according to Robert's Rules of Order.

Article VII - COMMITTEES

Section 1. *Appointment.* Committees may be created to promote the purpose of the Association. The President can, with the approval of the Governing Board, determine the nature of such committees and shall appoint their membership.

Section 2. *Standing Committees.* The Standing Committees of the Association shall be:

- a) Elections, to be chaired by the Past-President or, if this position is not filled, by another member of the Governing Board.
- b) Membership, to be chaired by a member of the Governing Board.
- c) Publications, to be chaired by a member of the Governing Board.
- d) Convention, to be chaired by a member of the Governing Board.

Section 3. *Ad Hoc Committees.* Such other committees as may be deemed necessary or desirable may be appointed by the President on an ad hoc basis.

Article VIII - PUBLICATIONS

Section 1. *Kind and Number.* The Association shall publish one or more official publications.

Section 2. *Publication Committee.* A standing Publications Committee shall recommend to the Executive Committee the kind, nature, number, content, and frequency of publications to be sponsored by the Association.

Section 3. *Editorial Board(s).* For each publication the President shall appoint, with the approval of the Governing Board, an Editor and such members of an Editorial board as may be deemed advisable.

Article IX - DUES, SPECIAL ASSESSMENTS & FISCAL YEAR

Section 1. *Dues.* Annual dues shall be set by the Governing Board subject to the approval of the members in the annual meeting of the Association and shall include subscriptions to the Newsletter and the Journal.

Section 2. *Assessments.* The Executive Committee may set special, temporary assessments for specific projects if in their best judgment such action is desirable. These assessments are also subject to approval in the annual meeting.

Section 3. *Fiscal Year.* The fiscal year of the Association shall be from October 16 to October 15.

Article X - AMENDMENTS

These By-laws may be amended by the affirmative vote of a majority of the members of the Association actually voting, with by mail or in the business meeting of the annual convention. Copies of the proposed amendments shall be made available to all members of the Association at least 30 days prior to the meeting at which time such a vote will be taken, or 30 days prior to the date when the ballot must be postmarked if returned by mail.