

Bylaws

(District XI, National Athletic Trainers' Association, Inc. 1967)

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Article I – The Association

Section 1 – Name

- a. The name of this organization will be District Eleven of the National Athletic Trainers' Association, known herein as "District Eleven."

Section 2 – Purpose

- a. For purposes of representation of the membership and the election of District Eleven Officers, District Eleven shall be composed of National Athletic Trainers' Association (NATA) members who reside in Illinois, Minnesota, Wisconsin.

Article II – Mission/Vision

- a. NATA MISSION: The mission of District Eleven is to represent, engage and foster the continued growth and development of the athletic training profession and athletic trainers as unique health care providers.
- b. NATA VISION: Athletic trainers will be globally recognized as vital practitioners in the delivery and advancement of health care. Through passionate provision of unique services, athletic trainers will be an integral part of the inter-professional health care team.

Article III – Membership

Section 1 – Membership Classification

- a. The classification of members will be in accordance with the NATA Bylaws.

Section 2 – Membership Rights and Privileges

- a. Qualifications for membership and the respective rights, obligations, and privileges of membership will be set forth in the NATA Bylaws.

Section 3 – Membership Qualifications

- a. Membership in the NATA is a prerequisite for membership in District Eleven.

Section 4 – Membership Dues

- a. Membership dues will be distributed from the NATA to District Eleven. District Eleven will then distribute an agreed upon amount of money per member to Great Lakes Athletic Trainers Association (GLATA). State membership dues will be distributed in accordance with established state membership dues rates to the following state associations (Illinois Athletic Trainers' Association (IATA), Minnesota Athletic Trainers' Association (MATA), and the Wisconsin Athletic Trainers' Association (WATA)).

Section 5 – Membership Cancellations and Revocations

- a. Membership cancellations and revocations will be in accordance with NATA policy.

Article IV – Officers

Section 1 – District Eleven Executive Committee

- a. The District Eleven Executive Committee will consist of the District Eleven Director, District Eleven Secretary and District Eleven Treasurer.

Section 2 – District Eleven Executive Committee Nominations

- a. Nominations for the positions of District Eleven Director-Elect, District Eleven Secretary and District Eleven Treasurer will be opened at the Annual Business Meeting in March. Nominations may be submitted in two ways:
 - 1. Nominations for District Eleven Director-Elect, District Eleven Secretary & District Eleven Treasurer may be announced to the membership at the Business Meeting in March. Nominees must declare their willingness to accept the nomination by submitting the nomination form to the identified member of the District Executive Committee.
 - 2. Self-nominations for District Eleven Director-Elect, District Eleven Secretary & District Eleven Treasurer may be directly submitted to the identified member of the District Executive Committee using the nomination form.
- b. Nominations for District Eleven Director-Elect, District Eleven Secretary & District Eleven Treasurer will be made and accepted throughout the nominations period and will close at the culmination of the nominations period. Nominations will be managed in collaboration with the GLATA Elections Committee.
- c. District Eleven nomination timelines shall align with those of the GLATA Executive Committee.

Section 3 – District Eleven Executive Committee Elections

- a. District Eleven elections will be held as needed and in conjunction with GLATA elections to fill vacant or termed out positions, with each voting member of District Eleven permitted one vote per open office.
- b. A single transferable voting system will be used in all District Eleven Elections. Election ballots will be issued electronically (or by paper ballot per member request) to the voting membership of District Eleven.

- c. Elected officers will be installed at the June Business Meeting following elections. The District Eleven Executive Board members will assume their duties after the conclusion of old business at the June Business Meeting.

Section 4 – Elected Officer Requirements

- a. To be eligible for the office of District Eleven Director-Elect, one must have served as a current or past member of the GLATA Executive Board or as an elected officer in another NATA district and must be in possession of a National Provider Identification (NPI) Number.
- b. To be eligible to serve as District Eleven Secretary or District Eleven Treasurer one must be in possession of a National Provider Identification (NPI) Number.
- c. No person will hold office who is not a member of the NATA. No member shall hold more than one district or GLATA elected office simultaneously other than to fulfill temporary duties. No member shall run for more than one Executive Board position simultaneously.

Section 5 – District Eleven Executive Board

- a. The District Eleven Executive Board will consist of (1) members of the Executive Committee, and (2) State Representatives as appointed by the following state organizations: Illinois Athletic Trainers Association (IATA), Minnesota Athletic Trainers' Association (MATA), and Wisconsin Athletic Trainers' Association, Inc. (WATA).

Section 6 – Removal of Executive Board Member

- a. Any District Eleven Executive Board member may be removed from office with cause, at any time, by a 2/3 majority vote of the District Eleven Executive Board at a meeting of the District Eleven Executive Board. The District Eleven Executive Board member under consideration for removal will be notified of such consideration in writing at least five days prior to the meeting. Such removal will take place without prejudice.

Section 7 –Executive Board Vacancy

- a. When the District Eleven Director is unable to fulfill or complete their term, and there is no District Director-Elect, the District Eleven Executive Board will appoint a qualified member to fill the vacancy of the office of District Eleven Director until a new Director is elected.
- b. If the District Eleven Director-Elect is unable to fulfill or complete their term, a special election shall be held to fill this position.

- c. When the District Eleven Secretary or Treasurer is unable to fulfill or complete their term, the District Eleven Executive Board will appoint a qualified member to fill the vacancy of the office of District Eleven Secretary or Treasurer for the remainder of the unexpired term until a new Secretary or Treasurer is elected.

Article V – Duties of District Eleven Executive Committee

Section 1 – District Eleven Director

- a. Term: Elected by the District Eleven membership and serves a three-year term beginning in June, followed by a two-year term if re-elected. A Director who serves a partial term may then serve two additional terms. A Director is eligible to serve again after a one-year hiatus (except for interim Director as provided in NATA Bylaw Section 6.8).
- b. Duties
 1. Serves as chair, voting member, and official spokesperson for the District Eleven Executive Committee and Executive Board.
 2. Serves as a member of the GLATA Executive Board and Executive Committee.
 3. Performs all duties as described by the NATA Bylaws.
 4. Possesses full power and responsibility to transact business for and on behalf of District Eleven.
 5. Calls all meetings of the District Eleven Executive Committee and Executive Board.
 6. Implements the mandates and policies of District Eleven as determined by the District Eleven Executive Board.
 7. Provides the District Eleven members and GLATA Executive Board with regular updates concerning NATA business.
 8. Attends/participates in all NATA Board of Director meetings.
 9. Recruits and recommends candidates from District Eleven for NATA standing committees for NATA Board of Director approval.
 10. Submits an annual budget request per GLATA Finance Committee specified timelines.
 11. Provides a written report to the GLATA President for presentation to the GLATA Executive Board as requested.
 12. Annually signs and submits the GLATA Disclosure Statement, to be kept on file by the GLATA President.
 13. Collaborates with the GLATA President to set the agenda for GLATA Executive Board and Business Meetings.
 14. Recognizes District Eleven NATA award winners in conjunction with the District Eleven Director at the March and June Business Meetings.
 15. Provides NATA update at March Annual Business Meetings in even years and at the June Business Meeting in odd years.
 16. Serves as a non-voting ex officio member of the GLATA Finance Committee.

Section 2 – District Eleven Director-Elect

- a. Term: Elected by District Eleven membership and serves a 15-month term beginning in March following November election. May not simultaneously serve another elected district or GLATA office while serving as District Director-Elect.
- b. Duties:
 1. Serves as a non-voting member of the District Eleven Executive Committee and Executive Board.
 2. Serves as a non-voting member of the GLATA Executive Board and Executive Committee.
 3. Provides the GLATA Executive Board and District Eleven membership with regular updates concerning NATA business in absence of District Director.
 4. Attends/participates in all NATA Board of Director meetings.
 5. Submits an annual budget request per GLATA Finance Committee specified timelines.
 6. Provides a written report to the GLATA President for presentation to the GLATA Executive Board as requested.
 7. Annually signs and submits the GLATA Disclosure Statement, to be kept on file by the GLATA President.
 8. Serves as a non-voting ex officio member of the GLATA Finance Committee.
 9. Performs additional duties as assigned by the District Eleven Director.

Section 3 – District Eleven Secretary

- a. Term: Elected by District Eleven membership and serves a two-year term. May serve a maximum of three consecutive terms.
- b. Duties:
 1. Serves as a member of the District Eleven Executive Committee and Executive Board.
 2. Serves as a member of the GLATA Executive Board.
 3. Provides GLATA Secretary with district membership information.
 4. Serves as a member of GLATA Communications Committee.
 5. Attends/participates in NATA Secretary/Treasurer Committee Meetings.
 6. Manages membership database in conjunction with NATA policy.
 7. Maintains a record of District members serving on NATA committees.
 8. Shares district membership information with state association secretaries.
 9. Mentors and disseminates NATA information to state associations regarding membership.
 10. Performs additional duties as assigned by the District Eleven Director.

Section 4 – District Eleven Treasurer

- a. Term: Elected by District Eleven membership and serves a three-year term. May serve a maximum of three consecutive terms.
- b. Duties:
 1. Serves as a member of the District Eleven Executive Committee and Executive Board.
 2. Serves as a member of the GLATA Executive Board.
 3. Serves as a member of the GLATA Finance Committee.
 4. Attends/participates in the NATA Secretary/Treasurer Committee meetings.
 5. Manages NATA membership dues allocation in conjunction with NATA policy.
 6. Performs additional duties as assigned by the District Eleven Director.

Section 5 – State Representatives

- a. Term: Determined by each individual State Association (Illinois, Minnesota, and Wisconsin) and approved by the District Eleven Executive Board.
- b. Duties:
 1. Serves as a member of the District Eleven Executive Board.
 - i. Recognized by the District Eleven Executive Board as the individual who possesses responsibility to transact District Eleven business for and on behalf of their respective State Associations, as the official representative of said State Association.
 - ii. In the event of State Representative absence, an individual designated by the State Association may be appointed to serve as the State Representative, with District Eleven Executive Board approval.
 2. Serves as a member of the GLATA Executive Board.
 3. Represents their individual State Association regarding District Eleven issues, with full consideration of association goals and functions.
 4. Serves as a member of the GLATA Finance, Elections and Honors and Awards Committees.
 5. Performs additional duties as assigned by the District Eleven Director

Article VI – District Eleven Meetings

Section 1 – District Eleven Membership Meetings

- a. District Eleven Business and General Membership meetings shall be held in conjunction with a GLATA Annual Business Meeting. If needed, a special meeting of District Eleven membership could be called by the District Eleven Director.

Section 2 – Quorum of District Eleven Membership

- a. When a vote of District Eleven membership becomes necessary, a quorum of the District Eleven membership will consist of voting members present.

Section 3 – Voting Members

- a. Certified and certified retired members as defined in Article III; Section 1 are entitled to one vote on all motions presented to the membership. Majority vote of the quorum signifies a passing motion unless required otherwise by NATA bylaws.

Section 4 – District Eleven Executive Board Meetings

- a. When deemed necessary by the District Eleven Director, an Executive Board meeting can be held in person or utilizing other meeting platforms at a time and place determined by the District Eleven Director. Executive Board members will be notified of all meetings with a draft agenda a minimum of 72 hours prior to a meeting.

Article VII – Special Committees and Appointed Positions

- a. Special Committees may be formed by the District Eleven Director as needed, with the approval of the District Eleven Executive Board.
- b. Coordinator: Each special committee or sub-committee has a coordinator or co-coordinator who is appointed by the District Director with approval of the District Eleven Executive Board.
- c. Coordinator Term: Coordinators are appointed for a two-year term and may serve more than one term.
- d. Coordinator Evaluation: Coordinators will be evaluated by the District Eleven Director and District Eleven Executive Board prior to a request and/or consideration for re-appointment.
- e. Committee Compositions: Each committee coordinator will solicit and recommend committee members with the approval of the District Eleven Executive Board. Committees will have membership guidelines outlined by District Eleven policies and procedures.
- f. To be eligible to serve as a member of a committee or appointed position as detailed in Article IX, one must be in possession of a National Provider Identification (NPI) number.
- g. Duties: Duties of each special committee are specified in District Eleven policies and procedures and as designated by the District Eleven Director.
- h. Executive Board Liaison: Each special committee will have an Executive Board liaison as designated or appointed by the District Eleven Director with approval of the District Eleven Executive Board.

Article VIII – Parliamentary Authority

- a. In the absence of any provisions in the Bylaws to the contrary, all District Eleven meetings will be governed by the parliamentary rules and usage contained in the current edition of Robert's Rules of Order Newly Revised.

Article IX – Amendments to the Bylaws

Section 1 – Amendments to Articles I-IV and IX

- a. All proposed amendments to the Bylaws, Article I-IV and IX must be submitted in writing to the District Eleven Director at least eight weeks prior to a meeting of the District Eleven Executive Board. Proposed amendments are advanced to the District Eleven membership for a vote with a 2/3 majority vote of the District Eleven Executive Board.
- b. Amendments to Articles I-IV and IX that are favorably voted upon within the District Eleven Executive Board, must then pass to the District Eleven membership. The District Eleven Director will distribute copies of the proposed amendment to all voting members at least four weeks prior to a Business Meeting (March or June). The proposed amendment will be read during new business. Of those present, a two-thirds (2/3) majority vote of the District Eleven membership will be necessary for adoption of the said amendment.

Section 2 – Amendments to Articles V-VIII

- a. Votes regarding proposed amendments to the Bylaws, Articles V-VIII pass with a majority vote of the District Eleven Executive Board.

Section 3 – No Conflicts with GLATA and NATA

- a. As they relate to Articles IV and V (District Eleven Executive Board) and Articles VI and VII (District Eleven Special Committees), these Bylaws will not conflict with the Bylaws of the NATA. In the event of such a conflict, the NATA Bylaws will take precedence, and the District Eleven Bylaws will be amended accordingly.