

BYLAWS OF THE RHINOPLASTY SOCIETY

Article 1 NAME

The name of the organization shall be "The Rhinoplasty Society".

Article II MISSION STATEMENT

The mission of The Rhinoplasty Society (TRS) is:

1. To provide a forum for exchange of information and ideas relating to the art and science of rhinoplasty.
2. To promote and update education and research pertaining to rhinoplasty in order to inform the membership, the medical professions, and the general public.
3. To promote the highest standards of professional skill and competence among rhinoplasty surgeons.
4. To promote the highest ethical standards of professional conduct among rhinoplasty surgeons.
5. To cooperate with other organizations for the advancement of knowledge in the field of rhinoplasty.
6. To produce an annual Scientific meeting comprised of peer-reviewed presentations by nasal surgeons in the United States and other countries. The meetings will be open to members of the Society and their plastic surgical, facial plastic surgical or otolaryngologist guests and to trainees in one of these specialties.
7. To serve as a non-political organization dedicated to the study of nasal surgery, specifically designed and organized to minimize any inter-specialty differences. Actions that indicate or imply artificial standards or hierarchies among members and/or other surgeons are contrary to the philosophical intent of the organization.

Article III MEMBERSHIP

Section I – Membership

Membership is a privilege that is accorded by The Rhinoplasty Society to persons who meet the qualifications established herein.

Section II – Variety of Memberships

There shall be seven different membership categories, which include: Founding Member, Active Member, Associate Member, Honorary Member, Corresponding Member, Candidate and Emeritus Member.

There shall also be a status called "Candidate", as described in Article III, Section IX, for applicants who have not yet been voted into Active or Associate Membership but are in fact candidates for membership. Candidate status is not to be construed as a membership category.

Section III – Founding Members

The Founding Members shall encompass those members who organized and established The Rhinoplasty Society. Founding members shall have all the rights of Active Members.

Section IV – Active Members

A. Requirements for Active Membership

Active Membership shall be limited to those surgeons who fulfill the following requirements:

1. Persons who perform plastic surgery or facial plastic surgery and who are board certified by the American Board of Plastic Surgery, the American Board of Facial Plastic and Reconstructive surgery, the American Board of

Otolaryngology, or an equivalent foreign examining board are eligible for membership in The Rhinoplasty Society.

2. Two years' active practice in the field of Plastic Surgery, Facial Plastic and Reconstructive Surgery or Otolaryngology/ENT.

3. Profound interest in rhinoplasty and aesthetic surgery as documented to the satisfaction of the Membership Committee by the publication of articles in peer reviewed journals, chapters, teaching of rhinoplasty courses, or scientific presentations. Members in this category are expected to have made contributions that further the field of rhinoplasty. Under some circumstances, and at the recommendation of the Membership Committee, applicants may be recommended for Active Membership based on exceptional merit as demonstrated by contributions to teaching, writing and Society contributions in aesthetic surgery.

4. Recent 24-month operative log supporting experience in rhinoplasty, averaging at least thirty (30) cases per year.

5. Sponsorship by two Active Members.

6. Proof of membership in good standing with the Aesthetic Society (AS), the American Society of Plastic Surgeons (ASPS), the International Society of Aesthetic Plastic Surgery (ISAPS), the American Academy of Facial Plastic and Reconstructive Surgery (AAFPRS), the American Academy of Otolaryngology-Head and Neck Surgery (AAOHNS), an equivalent foreign national society, or a collaborative organization partnership of TRS.

7. Members of a TRS collaborative organization partnership do not require sponsorship.

B. Voting Privileges

Each Active Member shall have one (1) vote at any membership meeting during the fiscal year for which he/she is present as a member in good standing and may hold office and serve on a committee of the Society.

C. Fees

Active Members will pay annual dues and other assessments at a rate determined by the Board of Directors. Meeting registration fees shall be according to a schedule set by the Board of Directors.

Section V – Associate Members

A. Membership Criteria

Associate Membership will apply to rhinoplasty surgeons who satisfy the following requirements:

1. Persons who perform plastic surgery or facial plastic surgery and who are board certified by the American Board of Plastic Surgery, the American Board of Facial Plastic and Reconstructive surgery, the American Board of Otolaryngology or an equivalent foreign examining board are eligible for membership in The Rhinoplasty Society.

2. Two years' active practice in the field of Plastic and Reconstructive Surgery, Facial Plastic and Reconstructive Surgery, or Otolaryngology/ENT.

3. Sponsorship by two Active Members.

4. Proof of membership in good standing with the Aesthetic Society (AS), the American Society of Plastic Surgeons (ASPS), the International Society of Aesthetic Plastic Surgery (ISAPS), the American Academy of Facial Plastic and Reconstructive Surgery (AAFPRS), the American Academy of Otolaryngology-Head and Neck Surgery (AAOHNS), an equivalent foreign national society, or a collaborative organization partnership of TRS.

5. Members of a TRS collaborative organization partnership do not require sponsorship.

B. Voting Privileges

Associate Members may not vote at general business

meetings of The Rhinoplasty Society and may not hold office but may serve on committees and may exercise the voting privileges concerning committee business.

C. Fees

Associate Members will pay annual fees and other assessments at a rate determined by the Board of Directors. Registration fees shall be according to a schedule set by the Board.

Section VI - Honorary Members

A. Membership Criteria

The Board of Directors may confer honorary membership upon any person(s) who has attained professional prominence by his/her contribution to the advancement of rhinoplasty.

B. Voting Privileges

Honorary Members may not vote at general business meetings of The Rhinoplasty Society and may not hold office, but may serve on committees and exercise voting privileges concerning committee business.

C. Fees

Honorary Members are exempt from dues, but are responsible for registration fees at meetings or any other activities in which they participate.

Section VII – Emeritus Members

A. Membership Criteria

Emeritus membership may be conferred upon the member's written request and upon approval of the Board of Directors. The member must have reached age sixty-five (65) or have retired from active clinical practice.

B. Voting Privileges

Emeritus Members may vote and enjoy the rights and privileges of membership and may serve on committees but may not hold office.

C. Fees

Emeritus Members are exempt from dues, but are responsible for usual registration fees at meetings or any other activities in which they participate.

Section VIII – Residents/Fellows-in-Training

A. Membership Criteria

Residents/Fellows-in-Training will satisfy the following requirements:

1. Persons who have a profound interest in rhinoplasty and aesthetic surgery, currently in a Resident or Fellowship program as confirmed by their current Program Director in a letter on official letterhead which includes the date of anticipated completion and is signed by the director.
2. Persons who have a profound interest in rhinoplasty and aesthetic surgery who wish to be associated with The Rhinoplasty Society during their on-going training.
3. Residents and Fellows-in-Training will be moved into Candidate status for three (3) years following completion of training, after which they would be required to apply for Active or Associate membership, or Candidacy will expire and re-application would be required.

B. Voting Privileges

In-Training members may not vote, serve on committees or hold office in the Society.

C. Fees

In-Training members are exempt from dues, but are responsible for any other participation fees which may be

directed by the Board of Directors.

Section IX - Admission to Membership

All applications or recommendations for membership and the following documents must be submitted to the Membership Committee for Board deliberation and determination not less than two (2) months prior to the biannual admission date (October 31st, Annual Business Meeting).

1. Proof of membership in good standing with the Aesthetic Society (AS), the American Society of Plastic Surgeons (ASPS), the International Society of Aesthetic Plastic Surgery (ISAPS), the American Academy of Facial Plastic and Reconstructive Surgery (AAFPRS), the American Academy of Otolaryngology-Head and Neck Surgery (AAOHNHNS), an equivalent foreign national society, or a collaborative organization partnership of TRS.
2. A completed application signed by both Active Member sponsors (required in Article IV, A, 5, and Article V, A, 3, but not applicable to members of TRS collaborative organization partnerships).
3. For applicants of Active Membership, a copy of operative logs for the previous twenty-four (24) months.
4. A current CV which includes a list of scientific publications and presentations, and contributions in the field of rhinoplasty and/or aesthetic surgery.
5. Proof of attendance of an Annual Meeting of The Rhinoplasty Society or TRS endorsed/sponsored meetings or symposia within the previous three (3) years, to include the meeting of the applicant vote.

The Membership Committee will then forward its recommended membership list to the Board of Directors. After approval by the Board, the Names of all applicants for active and associate membership, and for candidate status, shall be forwarded to all voting members. Objections must be submitted in writing within 30 days. If none are received, the board will automatically place the applicant in candidate status until the biannual admission date (Annual Business Meeting, Interim Business Meeting).

The Membership Committee will forward the names of all candidates to the Active Members not less than thirty (30) days prior to the next biannual admission date (Annual Business Meeting, Interim Business Meeting). Objections to any applicants must be received in writing by the Membership Committee Chair not less than fifteen (15) days before the biannual admission date. The Board of Directors will determine whether or not to recommend those applicants or candidates for membership. Applicants and/or candidates shall be elected into the membership category for which they applied and qualify by a three-fourths (3/4) majority of voting members present at the Annual Business Meeting or Interim Business Meeting.

Section X - Candidate Status

A. Candidate status will apply to those applicants who: 1) do not yet meet all of the requirements for Active or Associate Membership but have an interest in rhinoplasty and wish to be affiliated with the Society; or 2) meet all of the requirements for the membership category for which they are applying except attendance at a previous meeting; or 3) Meet all the requirements for Active or Associate Membership, have been approved by the Board of Directors, but have not yet been voted on by the membership, or 4) Residents/Fellows in Training candidate members have 3 years following completion of training after which they must apply for Active or Associate Membership.

1. **Those who do not meet all requirements:** If the applicant does not yet meet all the requirements for Active or Associate

Membership, then in order to be considered for Candidate status, applicants must at a minimum, be persons who perform plastic surgery or facial plastic surgery and who are board certified by either the American Board of Plastic Surgery, the American Board of Otolaryngology, the American Board of Facial Plastic and Reconstructive Surgery, or an equivalent foreign examining board, and have the Sponsorship of two Active Members of the Society.

B. Such applicants shall be reviewed and approved by the Membership Committee and reviewed and approved by the Board of Directors. After approval by the Board of Directors, their names shall be presented to the membership for approval for "Candidate" status.

C. Applicants in "Candidate" status who subsequently meet all of the requirements and wish to become either Active or Associate Members shall present the required additional documentation to the Membership Committee as is required for those categories of membership, and upon approval by the Membership Committee as having satisfied those requirements, shall be presented to the Board of Directors, and then to the membership at an annual meeting for voting to Active or Associate Membership.

2. Those who meet all requirements except meeting attendance: Applications for membership by persons who meet all requirements, except for attendance at a previous Annual Meeting of The Rhinoplasty Society or TRS

endorsed/sponsored meeting or symposium, may be accepted and considered by the Membership Committee and the Board of Directors, and upon approval these applications may be submitted for membership vote. If the vote is favorable, the application is approved. If the applicant is present at the meeting of vote, their membership will be effective immediately. If the applicant is not present at the meeting of membership vote, and the vote is favorable, their membership will be held pending the applicant's attendance at an Annual Meeting of The Rhinoplasty Society or TRS endorsed/sponsored meeting or symposium. Their status shall be declared "Candidate" and membership would commence at meeting attendance.

3. When any applicant has been determined by the Membership Committee and the Board of Directors to be eligible for membership, the applicant's name shall be circulated to the voting (Active) membership. If no objection is received within 30 days, the applicant is placed in Candidate status pending Active Membership vote at the next Annual Business Meeting.

4. Candidate status shall be limited to three (3) years, after which such status will be discontinued, and the candidate must re-apply as any new applicant in order to be considered for membership.

B) Voting Privileges

Candidate members may not vote, hold office, or serve on committees. They may attend meetings of the Society and receive all Society notices and communications.

C. Fees

Candidates will pay annual dues and/or assessments, and meeting registration fees, in an amount determined by the Board of Directors.

Section XI – Corresponding Members

A. Membership Criteria

Corresponding membership will apply to international rhinoplasty surgeons who satisfy the following requirements:

1. Persons who perform plastic surgery or facial plastic surgery and who are Board Certified equivalent in Plastic Surgery, Facial Plastic Surgery, Otolaryngology, or ENT through an international examining board are eligible for

Corresponding membership with The Rhinoplasty Society.

2. Two years' experience in the field of plastic and reconstructive surgery, facial plastic and reconstructive surgery or otolaryngology/ENT.

3. Proof of membership in good standing with the Aesthetic Society (AS), the American Society of Plastic Surgeons (ASPS), the International Society of Aesthetic Plastic Surgery (ISAPS), the American Academy of Facial Plastic and Reconstructive Surgery (AAFPRS), the American Academy of Otolaryngology-Head and Neck Surgery (AAOHNS), an equivalent foreign national society, or a collaborative organization partnership of TRS.

B. Voting Privileges

Corresponding Members may not vote at general business meetings of The Rhinoplasty Society and may not hold office, or serve on committees.

C. Fees:

International Corresponding Members will be pay annual dues as outlined below:

1. International Corresponding Members will pay annual dues and/or assessments, and meeting registration fees, in an amount determined by the Board of Directors.

Section XII - Resignation/Termination

Members may resign from The Rhinoplasty Society on due notification to the Board of Directors.

Automatic termination will apply if the Active or Associate Member ceases to be a member of the Aesthetic Society (AS), the American Society of Plastic Surgeons (ASPS), the International Society of Aesthetic Plastic Surgery (ISAPS), the American Academy of Facial Plastic and Reconstructive Surgery (AAFPRS), the American Academy of Otolaryngology-Head and Neck Surgery (AAOHNS), an equivalent foreign national society, or a collaborative organization partnership of TRS or no longer practices Plastic Surgery or Otolaryngology.

Automatic loss of membership will apply to those members who are delinquent in payment of dues or fees as described in Article X, fiscal policies, Section IV, delinquent dues.

Section XIII - Loss of Membership

A. Annual Dues Obligation

Annual dues is an obligation of Active and Associate Membership. An individual who fails to pay annual dues and falls delinquent as described in Article X, fiscal policies, Section IV, delinquent dues (without cause deemed valid by the Board of Directors) shall be automatically dropped from the rolls. Such an individual is to have had at least two statements of dues sent to him/her and is to have been notified by Certified Mail of his/her pending removal from the membership rolls. Members dropped from membership for non-payment of dues may reapply for membership using the same manner as that for a new member.

B. Membership in AS, ASPS, ISAPS, AAFPRS, AAOHNS, Equivalent Foreign National Society, or TRS Collaborative Organization Partnership

Membership in the AS, ASPS, ISAPS, AAFPRS, AAOHNS, Equivalent Foreign National Society, or TRS Collaborative Organization Partnership is a condition for membership in The Rhinoplasty Society. A member who loses his/her membership in either organization automatically loses membership in The Rhinoplasty Society until such time as his/her AS, ASPS, ISAPS, AAFPRS, AAOHNS, equivalent foreign national society, or TRS collaborative organization partnership membership has been reinstated.

Section XIV - Reinstatement

Reinstatement may be granted to a suspended member only upon full correction of the circumstances that resulted in suspension. Reinstatement and the reapplication process will depend on the circumstances of resignation.

Article IV OFFICERS

Section I - Officers

Officers of the Society shall consist of the President, President-Elect, Vice-President, Secretary, Treasurer, Historian, and Parliamentarian. They shall serve on the Executive Committee and the Board of Directors.

Section II - Removal/Resignation

An officer of the Society may be removed from his/her position by a three-fourths (3/4) vote of the Board of Directors present and voting, with just cause having been established. Written notice of resignation may be submitted to the Board of Directors at any time.

Section III - Duties/Terms of Office

Powers and duties of the Society's officers shall be as follows:

A. President

1. Duties

The President shall preside at all meetings of the Society, the Executive Committee, and the Board of Directors. The President shall appoint Parliamentarian and committee chairs. Special committees not provided for in the Bylaws shall be appointed by the President to meet the specific needs of the Society. The President will serve as an ex-officio member of all committees. The President and Treasurer are responsible for the supervision of the Central Office. The President is empowered to disburse funds of the Society in the absence of the Treasurer within limitations of the duties of the Treasurer and shall have all other powers and duties common and incidental to the Office of the President, except as noted in this section.

2. Term of Office

The President's term of office shall be one (1) year.

3. The President can assign special duties, responsibilities, and/or liaison positions to the at-large members of the Board of Directors.

B. President-Elect

1. Duties

The President-Elect will perform such duties as the President may assign. Upon the President's request, absence, or inability to act, the President-Elect shall perform all duties and exercise all powers of the President.

2. Term of Office

The President-Elect will automatically succeed the presidency upon expiration of the President's term. The President-Elect's term of office shall be one (1) year.

C. Vice-President

1. Duties

The Vice-President shall perform all duties incidental to the office and any other duties prescribed by the Board of Directors. The Vice-President shall undertake the responsibility for the Scientific Program at the Annual Meeting.

2. Term of Office

The Vice-President's term of office shall be one (1) year.

D. Secretary

1. Duties

The Secretary shall be responsible for maintaining minutes of

the Membership, Board of Directors, and Executive Committee meetings. He/she shall give notice of such meetings in keeping with the provisions of the Bylaws, complete a report of such meetings to the Society meeting, maintain a record of the names of the members, notify applicants of their election to membership and inform members of their appointments to committees. He/she shall perform other duties as assigned to him/her by the Board of Directors.

2. Term of Office

The Secretary's term of office shall be one (1) year.

E. Treasurer

1. Duties

The Treasurer shall have custody of all the Society's funds and shall collect all monies and dues owed to the Society from any source. He/she will disburse all funds in accordance with budgets or as authorized by the Board of Directors. The Treasurer shall be responsible for the safekeeping of all financial records, securities and other properties of The Rhinoplasty Society, and shall deposit all such funds in the name of the Society in such bank or depository as shall be incurred on behalf of the Society without previous approval of the President and/or Secretary. He/she will be bonded in an amount determined by the Board of Directors. Other duties as required by the Board of Directors shall be performed by the Treasurer. The Treasurer and President shall be responsible for the supervision of the Central Office.

2. Term of Office

The Treasurer's term of office shall be one (1) year.

F. Historian

1. Duties

The Historian shall maintain all records and information regarding the history of The Rhinoplasty Society and shall prepare and preserve an historical account of the activities of the Society. The Historian will serve as the Chair of the Archives Committee. A written history of the Society covering his/her term in office shall be prepared and submitted by the Treasurer to the Board of Directors. Other duties as required by the President shall be performed by the Historian.

2. Term of Office

The Historian's term of office shall be one (1) year.

G. Parliamentarian

1. Duties

The Parliamentarian shall advise the President, the Board of Directors, the Executive Committee, and the membership on parliamentary procedure. The Parliamentarian shall serve as chair of the Bylaws Committee, rule on questions of parliamentary law, and perform all duties incident to the Office of Parliamentarian.

2. Term of Office

The Parliamentarian's term of office shall be one (1) year.

Section IV - Vacancies

An immediate written vote of the Board of Directors shall fill any vacancy in office of the President-Elect, Vice-President, Secretary, Treasurer or Historian and the Officer so selected shall hold office until the election of a successor at the next Annual Business Meeting. The President or presiding officer shall appoint a Parliamentarian to serve at meetings in the absence of the Parliamentarian.

Article V
BOARD OF DIRECTORS

Section I - Composition

The Board of Directors shall consist of the seven (7) officers, the Immediate Past President, and six (6) Members-at-Large. While plastic surgeons, facial plastic surgeons and otolaryngologists may occupy elected or appointed positions on the Board of Directors, it is the intention of the Founding Members that the Society represent the specialties equally and not allow either one to predominate. Therefore, it will be the charge of the Nominating Committee to maintain an equitable balance among the officers that reflects the relative proportion of plastic surgeons and otolaryngologists among the Active Members.

Section II - Duties

The Board of Directors shall formulate the policies and shall have general charge and control of the affairs, funds, and property of the Society. The President shall serve as Chair of the Board of Directors.

Section III - Removal/Resignation

A three-fourths (3/4) vote of the Board of Directors present and voting is required to remove any member of the Board of Directors, with just cause having been established. Written notice of resignation to the Board of Directors by any director may be submitted at any time.

Section IV - Vacancies

Other than elected officers, vacancies in the position of Board members shall be filled by a Presidential appointee with the approval of the Board of Directors. This elected Board member shall serve until the election/appointment of a successor at the next Annual Business Meeting.

Section V - Meetings

The Board of Directors shall meet at least annually, and additional times as deemed necessary by the President or the Executive Committee. Interim matters concerning time-sensitive issues occurring between regularly scheduled Board meetings may be decided by written consent of the Board.

Section VI - Quorum

Five (5) members of the Board of Directors shall constitute a quorum of any meeting of the Board.

Section VII - Terms of Office

The terms of office of the Board Members will be one (1) year with the exception of the six (6) Members-at-Large which shall be two (2) years with a total of two (2) consecutive terms.

Article VI
EXECUTIVE COMMITTEE

The Executive Committee shall be comprised of the Elected Officers of the Society, and shall be chaired by the President. Its activities and duties shall be as assigned by the Board of Directors, and as outlined specifically elsewhere in these bylaws. The Executive Committee shall specifically concern itself with the long-term goals of the Society, and its members shall serve on the Strategic Planning Committee.

Article VII
BOARD OF TRUSTEES

The Board of Trustees shall consist of the past (4) four Presidents of the Society. The most remotely elected shall be the Chair of the Board of Trustees. The Board of Trustees shall attend the meetings of the Board of Directors and shall have a single unified vote. The Board of Trustees shall advise the Board of Directors and suggest new awards and presentations.

Article VIII
NOMINATIONS AND ELECTIONS

Section 1 – Nominations

Nominations and election to Office or Board positions in the Society will be extended only to Active members in good standing. To be eligible to serve as an officer or board member, one must be an Active Member of the Society and in active practice at the time of his/her installation as an officer. Changes which occur in officers' or board members' status after installation shall be reviewed by the full board for a decision as to the propriety of his/her continuation in that office or position.

A single slate of one nominee for each position (officer, standing committee chair, nominating committee member, and director-at-large) will be prepared by the Nominating Committee and submitted to the Secretary to be filled by election that year. The Secretary shall distribute the slate to all Active members at least thirty (30) days prior to the Annual Business Meeting. Active members from the floor make additional nominations.

Three (3) members of the Nominating Committee shall also be nominated from the floor at the Annual Business Meeting.

Prior written consent to the Secretary must be furnished by individuals nominated by the Nominating Committee. Those nominated from the floor may consent from the floor.

Section II – Elections

A. Officers

A three fourths (3/4) majority of voting members present at the Annual Business Meeting shall appoint all officers except the President and the President-Elect who succeed to their positions automatically. The Parliamentarian is appointed by the President.

B. Members-at-Large

The four (4) Members-at-Large shall be elected by a three fourths (3/4) majority of voting members present at the Annual Business Meeting.

C. Nominating Committee Members

The Nominating Committee shall consist of five (5) members: the Chairman (Immediate Past President), three (3) Active Members nominated from the floor and elected at the Annual Business Meeting, and one (1) Active member nominated by the Board of Directors following the Annual Business Meeting. The term of office for the Nominating Committee shall be one (1) year.

D. Voting

Voting shall be permitted by mail ballot. The method of voting shall be decided by majority vote.

Article IX COMMITTEES

Section I - Standing Committees

There shall be the following Standing Committees of the Society; however, the President in his/her sole discretion may select to activate these committees or assign these duties to Board members.

A. Membership Committee

1. Composition

The Membership Committee shall consist of three (3) Active Members appointed by the President.

2. Term of Membership

The term of membership shall be one (1) year.

3. Duties

The Membership Committee shall receive from the Secretary all applications, letters of recommendation, and other correspondence and information relating to applicants. Inquiry and investigation into each applicant's professional, ethical, and moral character shall be conducted by the Membership Committee. The Committee's recommendations will be forwarded to the Board of Directors for deliberation and determination of those to be included in the membership ballot.

B. Nominating Committee

1. Composition

The Nominating Committee shall consist of five (5) members: the Chairman (Immediate Past President), three (3) Active Members nominated from the floor and elected at the Annual Business Meeting, and one (1) member nominated by the Board of Directors following the Annual Business Meeting. If a member of the committee is nominated for an elected position, he/she must then immediately resign from the Committee.

2. Term of Membership

The term of membership in the Nominating Committee shall be one (1) year.

3. Duties

A slate of one nominee for each position (officers, standing committee chair, nominating committee member, and director-at-large) shall be prepared by the Nominating Committee and submitted to the Secretary each year to be filled by election that year.

C. Program and Education Committee

1. Composition

The Program and Education Committee shall consist of the Chair, the Vice-President, and at least two (2) Active Members appointed by the President. The Vice-President is automatic Chair of the Committee.

2. Term of Membership

The term of membership in the Program and Education Committee shall be one (1) year.

3. Duties

The Program and Education Committee shall arrange the Scientific Program for the Annual Meeting. The Chair shall also be in charge of coordinating any other committees or activities directly related to the Annual Meeting.

D. Bylaws Committee

1. Composition

The Bylaws Committee shall consist of the Parliamentarian who shall serve as Chair, the Immediate Past Parliamentarian, and additional members appointed by the President.

2. Term of Membership

The term of membership in the Bylaws Committee shall be one (1) year.

3. Duties

The Bylaws Committee shall study the Society's Bylaws and

politics and propose changes thereto; review proposed changes submitted by the membership; evaluate policies and actions of the Society to assure that they are not in conflict with the Bylaws; and present recommendations to the Board of Directors.

E. Time and Place Committee

1. Composition

The Time and Place Committee shall consist of a Chairman and additional members appointed by the President.

2. Term of Membership

The term of membership in the Time and Place Committee shall be one year.

3. Duties

The Time and Place Committee shall evaluate and recommend locations for the Annual Meeting of The Society.

F. Awards Committee

1. Composition

The Awards Committee shall consist of a Chairman and up to three (3) additional members to be appointed annually by the President.

2. Term of Appointment

Appointments to the Awards Committee will be for a term of one year each.

3. Duties

The Awards Committee will develop, and update as required, criteria for each of the Awards that are presented by the Society, and shall present the criteria to the Board of Directors for approval. The Awards Committee will annually consider nominees for the awards, the nominations to be received according to the manner prescribed by the criteria for nominations, and will make recommendations to the Board of Directors as to recipients.

G. Strategic Planning Committee

1. Composition

The Strategic Planning Committee shall consist of the President-Elect as Chairman, elected officers (President, Vice President, Treasurer and Secretary) and the Board of Trustees. The Chairman may at his/her discretion invite additional members to serve on this committee.

2. Term of Appointment

The term of membership on this committee shall be for one year, coinciding with the office held.

3. Duties

The Strategic Planning Committee shall devise and adopt a Strategic (Long-Range) Plan for the Society, to consist of both short and long-term goals and methods of achieving those goals. The Committee shall meet at least once during the Society year to review the Strategic Plan and make any necessary amendments to the Plan, and shall report to the Board of Directors the progress and/or obstacles to the realizing the goals of the Society.

Article X MEETINGS

Section I - Annual Meeting

The Annual Meeting shall consist of an Annual Business Meeting and a Scientific Session. The Secretary will email each member notification of the time and place of the Annual Meeting at least six (6) months prior to the date of such meeting. Thirty three percent (33%) of those Active Members eligible to vote shall constitute a quorum for the Annual Business Meeting. Quorum may be achieved through voting by proxy. Guests of members such as residents-in-training may attend the Scientific Session of the Annual Meeting with the sponsorship of an Active Member.

Section II - Interim Business Meeting

The Interim Business Meeting shall be held after the Annual Business Meeting and before December 31 each year. The Secretary will email each member notification of the time and place of the Interim Business Meeting at least two (2) months prior to the date of such meeting. Thirty three percent (33%) of those Active Members eligible to vote shall constitute a quorum for the Interim Business Meeting. Quorum may be achieved through voting by proxy.

Section III - Special Meetings

A. Executive Committee

The President may call a special meeting of the Executive Committee upon reasonable notice. Participation may be in person, virtual or email.

B. Board of Directors

The President may call special meetings of the Board of Directors at his/her discretion, upon written notification of the time and place of such meeting mailed by the Secretary to each Board member at least fifteen (15) days in advance. Participation may be in person, virtual or email.

C. Membership

The Board of Directors or Secretary may call special meetings of the membership at their discretion upon written request of not less than twenty-five percent (25%) of the Active Membership. Email notification of the time and place of such meetings (be it in person, virtual and/or via email) shall be provided by the Secretary to each Active member at least thirty (30) days in advance of the date of the meeting.

Article XI FISCAL POLICIES

Section I - Fiscal Year

The fiscal year of the Society shall be from January 1 to December 31.

Section II - Application for Membership

Following receipt of an application fee in an amount determined by the Board of Directors, applications for membership will be processed by the Membership Committee.

Section III - Dues and Registration

The Board of Directors shall determine the amount of annual membership dues, which shall be due on the first day of the fiscal year. A registration fee in an amount determined by the Board of Directors shall be required of all members attending the Annual Meeting. Emeritus and Honorary Members shall be exempt from payment of dues, but must pay registration fees for the Annual Meeting. Residents, allied health professionals, and non-member physicians may attend meetings upon payment of a prior set registration fee.

In order to register for the annual meeting as a member, current year dues must have been received by the Society. Members whose dues have not been paid at the time of registration will be required to register at the non-member registration rate.

Section IV - Delinquent Dues

Annual dues become due and payable on January 1 of the dues' year. Dues not received by April 30 are considered delinquent, and notice of delinquency shall be sent to the delinquent members immediately following the delinquent date. Delinquent members whose dues are not received by June 30 shall be summarily and automatically removed from the

membership rolls without further action. Members dropped for nonpayment of dues may reapply for membership the same as a new member. In cases of extreme hardship or emergency, members may apply in writing to the Board of Directors for approval to pay their dues in installments over the course of the membership year. Such application must be made prior to the delinquent date of April 30.

Section V - Reinstatement

At the discretion of the Board of Directors, a member who is not in good standing as a result of non-paid dues may be reinstated by payment of both the delinquent dues and current dues.

Section VI - Special Assessments

Funds may be procured by special assessment or other means approved by a simple majority of the voting membership of the Society at a membership meeting or by mail ballot.

Section VII - Audit

The accounts of the Society shall be audited at the end of each fiscal year and at other times as deemed necessary by the Board in a manner determined by the Board.

Article XII AMENDMENTS

Society Bylaws may be amended or repealed, or new Bylaws may be enacted at any Annual or special meeting of the Society only by a two-thirds (2/3) approval vote by the voting membership in attendance, provided that due notice of the proposed changes have been sent to all members at least thirty (30) days prior to the Annual Business Meeting, Interim Business Meeting, or prior to a special meeting of the Society. Exceptions may be made only by unanimous vote of all voting members present. Amendments to these Bylaws shall become effective upon adjournment of the meeting at which such amendments are adopted.

Article XIII DISSOLUTION

The Society shall use its funds only to accomplish the objectives and purposes set forth in these Bylaws. No part of said funds shall accrue to the benefit of or be distributed to the members of the Society. Should dissolution or final liquidation of the Society occur, all assets remaining after payment of obligations shall be distributed to one (1) or more regularly organized and qualified charitable, educational, scientific, or philanthropic organizations as may be selected by the Board of Directors.

Article XIV PARLIAMENTARY PROCEDURE

The rules set forth by the Sturgis Standard Code of Parliamentary Procedure shall govern the Society in all cases to which they are applicable and are not inconsistent with the Bylaws Article XV.

RESOLUTIONS

A resolution may be proposed by an Active Member in good standing of The Rhinoplasty Society. The resolution should be co-signed by at least five (5) additional Active Members and submitted in writing to the Secretary at least sixty (60) days prior to the Annual Meeting. The signatures must be affixed to the resolution, which is designated as such resolution. The

membership shall receive a copy of the proposed resolution at least thirty (30) days prior to the Annual Meeting. The duly signed resolution will be forwarded by the Secretary. A task force or Resolution Committee to solicit appropriate and necessary comments from the Board of Directors, the sponsors, or third persons will be assigned by the President.

During the Annual Meeting of the Society, resolutions shall be reviewed in an open hearing. Any Active or Associate Member in good standing may present his/her views and vote. At the regular Annual Business Meeting, the President will present a report of the Executive Committee and a recommendation, reference adoption of said resolution. A resolution is considered approved when favorably accepted by a majority of the total voting membership present. Upon approval of such resolution, it shall be binding upon the Board of Directors, which shall be responsible for its prompt implementation. The Secretary will file a written report to be sent to the members no later than thirty (30) days following the Annual Meeting, describing the implementation undertaken for the resolution. This date shall be no later than the next meeting of the Board of Directors.

Revised: June 2003, April 2005, May 2008, October 2009, May 2010, May 2011, July 2011, April 2014, April 2017, April 2022, September 2022, March 2024