

By-Laws of the
Western Psychological Association (W.P.A.)

1985 Revision
Article I
Members

Section 1: There shall be two classes of membership in the association as follows: (voting) members and (non-voting) student and associate members.

Section 2: Those eligible to be (voting) members are:

- A. Fellows, members and associates of the American Psychological Association (A.P.A.)
- B. Members of the Canadian Psychological Association (C.P.A.).
- C. Persons who are eligible to belong to either A.P.A. or C.P.A.
- D. Persons who are life members of A.P.A. or are 65 or older and have belonged to A.P.A. for at least 5 years.

Section 3: Those eligible to be (non-voting) Student or Associate members are:

- A. Students enrolled in accredited colleges and universities.
- B. Individuals with sufficient background and interest in Psychology to warrant associate memberships may submit documentation to the Board of Directors for joining W.P.A. under this title. The decision of the Board will be final.

Section 4: Each member shall be entitled to one vote and the privilege of holding office in the association. Membership is not transferable or assignable.

Section 5: The Board of Directors shall determine the amount, and the time of payment of such initiation fees, annual dues and convention fees that are required to sustain the association.

Article II
Meetings of Members

Section 1: All meetings of the members shall be held as directed by the Board of Directors of the Association.

Section 2: The regular meeting of members shall be at the annual convention during the Spring of each year (beginning in 1968) at a time and place selected by the Board of Directors.

Section 3: Notice of the annual meeting and convention shall be given in writing to all association members by the Convention Manager not less than 30 days before such meeting.

Section 4: Special meetings of the members may be called at any time by the Board of Directors. Members shall be notified, at least 30 days in advance, of such meetings. The date, time and place of such meetings shall be provided along with a statement of the purpose of the special meeting.

Section 5: At the annual meeting (convention) a quorum shall be a majority of the members who have been registered at the convention. At any special meetings the members present shall constitute a quorum to transact business.

Section 6: The date, time and place of the meetings of the members shall be determined by the Board of Directors. The presiding officer of these meetings shall be the President, President-Elect or Past-President as determined by the Board of Directors. The presiding officer will call the meeting to order and determine the appropriate time for adjournment even when multiple sessions may be mandated.

Section 7: The secretary of the association shall act as recording Secretary at all meetings of the members. In the absence of the Secretary, the presiding officer may appoint another person to act as Secretary.

Article III Directors

Section 1: The corporate powers, business and affairs of the association shall be exercised, conducted and controlled by an elected Board of Directors, who shall be members of the association.

Section 2: Each director shall hold office for three (3) years. The directors shall be designated and elected as follows:

- A. The President, who shall be the person who served as President-Elect in the prior year.
- B. The Past-President, who shall be the person who served as President in the prior year.
- C. The President-Elect, who shall be elected annually by the members.
- D. The Secretary-Treasurer, who shall be elected by the members.
- E. A Representative-at-Large, who shall be elected to provide input from the less populous areas of the Western region.
- F. The Executive Officer who shall serve as ex-officio (non-voting) member of the Board and be appointed by the Board for a five year term.
- G. Elections will be conducted by mail ballots in two parts: a nominating ballot and final election ballot. The final election ballot will usually consist of the three names of the individuals who have agreed to serve the association. The final election ballot will be evaluated by a ranking (Hare) system.

Section 3: Any vacancy on the Board of Directors caused by reason of death, illness, resignation or otherwise shall be filled by an appointee of the majority of the remaining Board of Directors. The appointee shall hold office until a successor is elected at the end of the regular three year term.

Section 4: Meetings of the Board of Directors shall occur at the annual convention prior to the general membership meeting. Additional meetings may be arranged at the discretion of the Board of Directors. Special meetings of the Board of Directors may be called by the President or on the order of the three (3) elected/voting members of the Board of Directors.

Section 5: The Board of Directors includes, as voting members, the President, President-Elect, Past-President, Secretary-Treasurer, and the Representative-at-Large (N=5). A quorum for the transaction of business shall be constituted by a majority vote (i.e., N=3 of the 5 voting members).

Section 6: The Board of Directors shall control the financial affairs of the Association and keep adequate records thereof. The Directors shall serve without compensation except for their actual and reasonable expense.,

Article IV
Officers and Appointees

Section 1: The voting members of the Board of Directors shall include the President, President-Elect, Past-President, Secretary-Treasurer, and Representative-at-Large.

Section 2: The Board of Directors may appoint an Executive Committee who may act with full power and authority of the Board of Directors except the power to adopt, amend or repeal the By-laws. This Executive Committee shall be subject to the control of the full Board of Directors at all times.

Section 3: The Board of Directors may appoint certain individuals to carry out specific jobs for the Association. Examples would include the post of Executive Officer and Historian. These appointments shall be for limited, although renewable, periods.

Article V
President

Section 1: The President shall serve as the chief officer and preside at all meetings of the Board of Directors. The President shall have general control of all the business of association.

Section 2: The President shall serve a one year term of office following a year as President-Elect. The President will then serve one year as Past-President of the association. The President's term of office shall begin and end at the annual business meeting.

Section 3: The President shall perform the duties of presenting a Presidential address at the annual convention, supervising the overall operations of the association and performing such duties as may be assigned to the President by the Board of Directors.

Article VI
President-Elect

Section 1: The President-Elect shall assume the role of the President in case of absence or disability of the President.

Section 2: The President-Elect shall perform such duties as may be assigned by the Board of Directors.

Section 3: The President-Elect shall serve a term of one year commencing at the close of the annual convention and shall automatically succeed to the Presidency the following year.

Article VII
Secretary-Treasurer

Section 1: The Secretary-Treasurer shall keep a full and complete record of the proceedings of the Board of Directors and of the meetings of the members. The Secretary-Treasurer shall keep the seal of the association and use same in the affairs of taxation and reporting on the financial affairs of the association to governmental agencies.

Section 2: The Secretary-Treasurer shall supervise the overall financial operations of the association. These include funds that are invested in behalf of W.P.A. and monitoring the financial operations of the annual convention.

Section 3: The Secretary-Treasurer shall be elected by the members to serve a three (3) year term.

Article VIII
Other Executive Officers

Section 1: The other officers shall be the Past-President, Representative-at-Large. They shall advise the President and Board of Directors about efforts to increase W.P.A. communications in their respective regions.

Section 2: The Past-President shall serve for a term of one year.

Section 3: The Representative-at-Large shall serve for a term of three (3) years.

Section 4: The Executive Officer shall be appointed by the Board to serve for a term of five (5) years. The Executive Officer shall receive and safely keep all funds of the corporation and deposit same in such bank or banks as may be designated by the Board of Directors. Such funds shall be paid out only on the check of the corporation signed as directed by the Board of Directors.

Article IX
Seal

Section 1: The Board of Directors shall provide a suitable seal for the corporation/association.

Article X
Amendments to the By-Laws

Section 1: Amendments to the By-Laws may be proposed at any meeting of members or the Board of Directors. To become effective they must receive a two-thirds majority of the membership attending an annual (convention) meeting or simple majority vote via mail ballot.