

**BYLAWS OF THE TEXAS ASSOCIATION OF PERIANESTHESIA NURSES  
WEST TEXAS AND PANHANDLE REGION**

**ARTICLE I  
NAME**

**Section 1.1** Name. The name of this professional organization shall be the Texas Association of Perianesthesia Nurses - West Texas and Panhandle Region (TAPAN-westTpan Region), hereinafter referred to as the Association.

**ARTICLE II  
MISSION**

**Section 2.1** Mission Statement. The Texas Association of Perianesthesia Nurses- West Texas and Panhandle Region will promote and advance PeriAnesthesia nursing practices through education, standards, and community service.

**ARTICLE III  
MEMBERSHIP**

**Section 3.1** General. Membership in the Association shall be a privilege contingent upon the compliance with the bylaws of ASPAN and TAPAN.

**Section 3.2** Classes. The classes of members are determined by ASPAN and TAPAN are as follows: Active, Affiliate, Retired, and Student,

**Section 3.2.1** Active. Active members shall be duly licensed nurses who currently practice in good standing, at least part-time, in PeriAnesthesia nursing, or in management, teaching, or research of PeriAnesthesia nursing.

**Section 3.2.2** Affiliate. Affiliate members shall be duly licensed health care professionals who have an interest in PeriAnesthesia nursing

**Section 3.2.3** Retired. Retired members shall be members in good standing who, immediately prior to retirement or permanent disability, were active members.

**Section 3.2.4** Student. Student members shall be individuals pursuing education leading to sit for the registered nurse licensing examination.

**Section 3.3** Representation. Active members in good standing may hold office in the Association. Active and retired members in good standing may serve on or chair committee of the Association. Active and retired members shall have the

right to vote on matters submitted to a vote of the general membership of the Association. Proxy voting is not permitted.

### **Section 3.4** Application

**Section 3.4.1** Application. Any person desiring membership in the Association shall submit a membership application to ASPAN.

**Section 3.5** Termination. Members who do not adhere to ASPAN's and TAPAN's Bylaws and Policies, may have their membership terminated by the Board of Directors. Termination action shall not be taken until a member is advised of specific rationale for termination and given the opportunity for due process in accordance with policy. Termination of membership shall also occur upon death of the member.

## **ARTICLE IV MEETING OF MEMBERS**

**Section 4.1** Annual meeting. The annual meeting is designated as the Regional Conference, with the time and place designated by the Executive Board.

**Section 4.2** Special Meetings. A special meeting of the membership may be called at any time by the Association President, by a majority vote of the Executive Board, or upon written request of twenty five (25) percent of the active and Retired members.

**Section 4.3** Quorum. The presence of one-tenth of the members eligible to vote shall constitute a quorum for the transaction of business.

## **ARTICLE V REGION OFFICERS**

**Section 5.1** Powers. The Region Officers will have the power, authority, and responsibility to manage the affairs of the Association.

**Section 5.2** Composition. The officers of the Association shall be the President, Vice President, Immediate Past President, Secretary, and Treasurer. All officers shall be elected by a vote of the membership in accordance with policies and procedures. The responsibilities of each officer is set forth in policies and procedures.

**Section 5.3** Eligibility. Active members in good standing shall have the right to hold office in the Association.

**Section 5.4** Terms of Office. The President, Vice President, and Immediate Past President, Secretary, and Treasurer shall hold office for a term of two years, or

until their respective successors have been duly elected and qualified. At the expiration of the President's term, the Vice-President shall automatically assume the office of President and the President shall assume the office of immediate past President.

**Section 5.5** Compensation. Region officers shall serve in a voluntary capacity, but may receive position-related reimbursement for expenses .

## **ARTICLE VI ORGANIZATIONAL UNITS**

**Section 6.1** Standing committees. The standing committees of the Association have ongoing responsibilities directed toward the goals of the Association .

**Section 6.2** Ad Hoc committees. Special ad hoc committees may be appointed by the President to carry out specific task. These committees shall cease to exist when the purpose for which they were created is completed. The purpose and goals of the committee shall be stated at the time of appointment.

## **ARTICLE VII MANAGEMENT**

**Section 7.1** Office. The Association shall maintain an office in the State of Texas. The address of TAPAN-wesTpan Region shall be determined by the current region President.

**Section 7.2** Logo. The Association shall have an official logo which shall be in such form as approved by the general membership and Region officers, but shall in any event contain the words, "TAPAN-wesTpan Region.....2010"

**Section 7.3** Fiscal Year. The fiscal year for the association shall be January 1 through December 31.

**Section 7.4.** Funds and Deposits. Funds of TAPAN- wesTpan Region shall be derived from dues of members, fundraising activities, contributions, and gifts that might be bestowed on the Region and funds accruing from any of the activities of the Association.

**Section 7.5** Expenditures. All expenditures must be for purposes authorized by the Region Officers and must be within the means of the region. The Treasurer shall present/submit a financial report annually to the Region Officers and TAPAN President.

**Section 7.6** Educational and/or Membership Scholarship. The association shall set aside funds, not to exceed more than one-half of available operating funds, to be used by active members and/or officers in good standing within the region. Assistance/scholarships shall be granted based on merit points or guidelines set forth by the Association.

**Section 7.7** Records. All records of the Association shall be maintained by the secretary.

**Section 7.8** Parliamentary Authority. The rules contained in the current edition of *Robert's Rules of Order, Newly Revised* shall govern the Association in all cases to which they are applicable and in which they are not consistent with these bylaws and any special rules of order the Association may adopt.

Reviewed: February 2021