

# BYLAWS FOR A STATE PERFUSION SOCIETY

## QUESTIONS WHICH NEED ANSWERS

1. **What should we call ourselves ?**
2. **The organization needs an address.** The address can change annually, can be the home address for the society President, or a separate P. O. Box can be rented ?
3. **Membership**  
Do we want one class of membership or more than one class ?  
If more than one class, what should the classes of membership be ?
  - 1) Active Members-Clinically Practicing Perfusionists
  - 2) Perfusion Students
  - 3) Clinical Assistant Members-Non Perfusionists, but those who assist with perfusion services, i.e. Autotransfusionists, others
4. **Membership** - Should there be any restrictions placed on who can be a member? What classes of membership should be voting members ?
5. **Membership** - 1) Should Active Members be required to live and work in the state? 2) Should perfusionists who work in the state, but reside outside of the state be able to join? If so, should they be voting or non-voting members.
6. **Membership Dues** (can be changed annually-see Model Bylaws) **How much should the dues be for membership classes ?** The national range is from \$25 to \$600. The most common amount is either \$50 or \$75 dollars.
7. **The organization is required to have at least one annual meeting known to members.** This should be a fixed date each year. The Board can change the date with notice to members (see Model Bylaws) **What should we have as an annual meeting date?**
8. **What positions of Officers should the society have ?** (Model Bylaws have Chairman of Board, President, Secretary, Treasurer - others as determined by the Board)

President	Assistant Secretary
(President serves as Chairman of Board in Model Bylaws)	Treasurer
Vice President	Assistant Treasurer
Secretary	
9. **Should the Board have state regional representatives? If so, should those representatives also be allowed to hold an elected Board position?**
10. **What should be the length of terms for Officer positions ?** (Model Bylaws have 2 year terms)
11. **Who would like to volunteer to tentatively serve in any of these positions, pending the initiation of a nominating and membership election process?**
12. **What committees should the society have ?**  
The Bylaws stipulate that the Board can appoint ad-hoc committees. These would be permanent standing committees of the society.  
**Options:** Government Relations Committee; Nominating Committee; Executive Committee

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- 13. Who would like to serve as the first Chairman of the committees? Who would like to volunteer to serve as members of these committees ?**
- 14. Who would like to serve on a committee to draft the bylaws for the society ?**
- 15. Should the society seek an Developmental Assistance Grant from AmSECT ?**
- 16. Should the society seek donations from Manufacturers, even though they would not be allowed to be a member/non-voting member ?**
- 17. Where do we go from hear as the professional society of perfusionists for the state ?**  
Suggestions for a professional legislative agenda ? Should the new society be legislatively proactive, or just get professionally organized to be able to respond if legislation is introduced which adversely impact perfusionists?
- 18. Should the new Board/Govt. Relations Committee develop a public policy /legislative agenda for the society ?** (If we cannot outline an agenda of issues now)
- 19. Should the new society have a newsletter to periodically communicate with members ?**  
If so, who wants to take on this task ?, who would want to help this person ?  
Several state societies do this. Massachusetts has a Website.
- 20. The next step will be to mail a letter to perfusionists in the state about what went on (AT THE BEGINNING, SOMEONE NEEDS TO TAKE NOTES ON THE DECISIONS MADE), with a summary of the bylaws for the society, and a Membership Application.**(An interim/first Treasurer is needed)
- 21. After the bylaws are complete, we will need to register with the state, and following that, with the IRS as a 501(c)(6) non-profit professional society.**
- 22. Does anyone have a relationship with an Attorney or CPA that we could use to file with the IRS, and to serve as an outside auditor ?**
- 23. What can we do to encourage other perfusionists in the state to join our new professional society ?**
- 24. Any other suggestions or ideas ?**