



COLORADO HEARING SOCIETY BY-LAWS

August 11, 2023

ARTICLE I - NAME AND NATURE OF ORGANIZATION

1. The name of this organization shall be the Colorado Hearing Society and may hereinafter be referred to as "The Society" or "CHS".
2. The nature of this organization is that of an association of professional persons involved in the science of hearing.

ARTICLE II – PURPOSE

The purpose of The Society shall be and is:

1. To promote the welfare, insofar as hearing is concerned, of the general public through the advocacy of the individuals and organizations engaged in the hearing health field.
2. To promote and advance the programs of this society and coordinate them with the programs of similar organizations.
3. To provide a unified voice for those engaged in the practice of testing human hearing and selecting, fitting, counseling, and dispensing hearing instruments.
4. To seek and maintain communication and cooperation with other professions involved in hearing health care.
5. To improve the methods of marketing, selecting, fitting, counseling, dispensing, and using hearing instruments and to improve the effectiveness of such instruments.
6. To establish standards of education, and techniques in aural rehabilitation by means of amplification.
7. To sponsor and enforce among its members a code of ethical practices.

8. To promote and encourage an effective program of public education as to the benefits from the use of professionally prescribed and fitted amplification.

ARTICLE III – MEMBERSHIP

Anyone who is actively engaged in hearing healthcare shall be eligible for membership in the Colorado Hearing Society.

1. Voting Members may cast their vote in person or by proxy.
2. All members shall pay dues and assessments on a yearly basis as determined by the Board and the voting membership.
3. CHS shall be comprised of the following categories of members.
 - a) FULL VOTING MEMBERS - Anyone licensed as a Hearing Aid Provider or Audiologist and in good standing with the State of Colorado and who is a member of CHS. Classifications include:
 - i) PROFESSIONAL VOTING MEMBERS – Those Hearing Aid Providers or Audiologists who are engaged in the practice of testing human hearing, selecting, fitting, and dispensing hearing instruments and counseling patients. Each Professional Member in good standing shall have voting rights. No member shall have more than one vote on any given issue.
 - ii) HONORARY LIFETIME MEMBERS - Those members or previous members who the majority of the Board of Directors shall deem suitable to receive the recognition of Honorary Lifetime Member. Such members shall pay no dues but will retain full voting privileges.
 - b) NON-VOTING MEMBERS - Anyone who is in the process of becoming credentialed as a Hearing Aid Provider or Audiologist, is a manufacturer, or others who are engaged in the hearing healthcare field. These members shall pay 50% of current dues.
 - i) ASSOCIATE MEMBERS – Those who support the purposes of the society as defined in Article II. Such individuals may include office staff, receptionists or any other support staff, educators, physicians, audiologists, counselors, or those employed as hearing industry manufacturers or suppliers.
 - ii) STUDENT AND TRAINEE MEMBERS – Those who are pursuing an academic or vocationally-based program of study in the practice of hearing instrument sciences or other related professions.
 - iii) INACTIVE MEMBERS – Those who have been an active CHS member and who no longer are active in their field.

ARTICLE IV – OFFICERS AND DIRECTORS

1. The Officers shall consist of a President, Vice-President, Secretary, and Treasurer. In addition, a Board shall be formed consisting of the Officers and four Directors, making a total of eight members. The Officers and Directors shall be elected for two-year terms. The Officers and Directors must all be licensed and in good standing in the State of Colorado. All of the Officers and at least two of the four Directors must be members in good standing of the International Hearing Society (IHS), in accordance with IHS Chapter rules. The person who is to be nominated for election to the office of President of the Society shall have had experience by serving at least one (two-year) term on the Board of Directors.
2. In addition to the above, an Executive Director, if one is employed, shall be a non-voting member of the Board of Directors.
3. No person shall hold any office in the Society or act as a member of the Board of Directors unless he/she is a voting member who has been engaged in the practice of testing human hearing and selecting, fitting, and dispensing hearing instruments and counseling patients. This prohibition shall not apply to the office of the Executive Director.
4. Elections will be held during the annual membership meeting to replace any board member whose term expires that year.
5. Starting at the annual meeting of The Society in 2023 the Treasurer and three Directors shall be elected, and every two years thereafter. The President, Vice-President, Secretary and one Director shall be elected at the annual meeting in 2024 and every two years thereafter. The eligibility requirements to be elected to the Board, except in the case of President, shall be that the individual be a CHS member for at least one year.
6. At least sixty (60) days before the annual membership meeting the President shall appoint a nominating committee approved by the Board members of The Society, to prepare a slate of those voting members running for a Board position to be submitted for the vote of the membership of The Society at the annual membership meeting.
7. The CHS members present at the annual membership meeting, together with any proxies shall be a quorum. By majority vote of the quorum, the members shall elect Board members, as needed.
8. The President shall be eligible to succeed self for one additional term.
9. In the event of the resignation or disqualification of any Board member, the President shall have the authority to appoint another member or officer as needed from either the Board itself or from the general membership. He/she who is appointed shall serve the balance of the unexpired term.

10. In the event of the resignation or disqualification of the President, the Vice-President shall immediately fill the position of President. A person succeeding to the Presidency shall serve the balance of the unexpired term of President. This person may be elected to a full term at the next election for President and be eligible to succeed self for one full term following that term. A new Vice-President shall be appointed by the Board. He/She shall serve the balance of the unexpired term.
11. In the event of the resignation or disqualification of the President and Vice-President, the Board shall take action as necessary to fill these positions. The person appointed as the President shall have served at least two (2) years on the Board. The person(s) appointed President and Vice-President shall serve the balance of the unexpired term.
12. The Secretary shall be elected for a two (2) year term. No Secretary may hold the position for more than a total of three (3) two-year terms.
13. The Treasurer shall be elected for a two (2) year term. No Treasurer may hold the position for more than a total of three (3) two-year terms.

ARTICLE V - RECALL FROM OFFICE

1. If it should be deemed necessary to recall a member of the Board from office for neglect of duty, malfeasance of office or physical ability to serve, the following procedures shall be followed:
 - a) A petition requesting recall, together with the reasons for desiring recall, must be signed by at least fifty-one percent (51%) of the voting members of the Colorado Hearing Society and sent to the Chapter Executive Director or President. As soon as possible, and not later than thirty days, the Executive Director or President shall notify all voting members of The Society of the recall petition. The President shall be required to call a special meeting of all voting members. Secret ballots shall be used. The members voting in present or by proxy shall constitute a quorum.
 - b) Any Board member who does not participate in at least two (2) regular Board meetings in a calendar year shall be automatically removed from office unless there are extenuating circumstances as determined by the Board.
 - c) If any member of the Board is disqualified from practice in the State of Colorado by a state agency or by the International Hearing Society, the Board will replace the person in that position as provided for by the provision contained in Article IV.

ARTICLE VI – DUTIES OF OFFICERS

1. The Board shall meet quarterly, including the Board meeting held on the day prior to the annual meeting. Except for the meeting prior to the annual membership meeting, board meetings may be held in person at a place determined by the President, or via Zoom or other electronic means.
2. The President shall be the Chief Executive Officer of The Society. The President shall preside over all meetings of The Society and of the Board and shall appoint all committees and be an ex-officio member of each without vote except in the event of a tie vote. The President is empowered to call emergency meetings of The Society, the Board, or of any of The Society's committees. It shall be the duty of the President to send a report of The Society's activities to the International Hearing Society within 30 days of the annual meeting. At all annual membership meetings, the President shall follow the order of business outlined in ARTICLE IX and shall call a meeting of the Board prior to each annual membership meeting.
3. The Vice-President shall be required to attend and observe all Board meetings as well as all membership meetings and perform all the duties of the President at the request of, or in the absence of, the President, unless unable to do so because of illness, injury or other unforeseen issues. The Vice-President shall also be available to help any Board member with their duties/responsibilities on any assigned task.
4. The Secretary shall perform all duties incident to the office of Secretary including the maintenance of the minutes for all general and Board meetings. The minutes are to be read at all general and Board meetings and be open for inspection by all members in good standing.

The Secretary shall:

- a) Maintain an up-to-date master copy of The Society's by-laws
 - b) Be the custodian of the Society's records.
 - c) Keep a roster of the paid members of The Society.
 - d) Forward any monies received to the Treasurer.
 - e) Send notices to the general membership as requested by The Board.
 - f) Send to IHS a general membership roster within 30 days of the annual meeting
 - g) Send to IHS a list of the CHS Board members including position and contact information within 30 days of the annual meeting.
5. The Treasurer shall receive and have charge of all funds of the Society and shall deposit those funds to the credit of the Society in a bank approved by the Board. The Treasurer shall keep proper records showing all monies received and disbursed and shall promptly pay all bills incurred by The Society. The Treasurer shall give a report of the financial condition of The Society at each regular Board meeting, at the annual meeting, and as requested by any member of CHS in good standing. The Treasurer shall prepare and file all necessary forms, including any and all tax forms, in a timely manner, and shall keep all such paperwork so it is available.
 6. The Directors shall be voting members of the Board. The Board shall have control of general management of the affairs and business of the Society.

ARTICLE VII - EXECUTIVE DIRECTOR

1. An Executive Director may be employed by the Board for such term and at such salary and under contract provisions as the Board may set.
2. The Executive Director shall carry out the day-to-day operation of the Society and establish such policy as is necessary to do so, all subject to the approval of the Board. The Executive Director shall assist any Board member in their duties.
3. The Executive Director shall maintain liaisons with other professional groups interested/involved in hearing healthcare and shall attend any meeting of such groups as directed by the Board.
4. The Executive Director shall be the custodian of the Society's seal.
5. The Executive Director shall maintain liaison with the lobbyist if one is currently employed by the Society.
6. The Executive Director shall perform such other duties or requirements as are usual or customary for the position.

ARTICLE VIII - DUES AND FEES

1. Fees and dues may be changed by recommendation of the Board, and a majority vote of the members.
2. Annual dues are due by January 31 of each year and will be considered delinquent if not paid by April 1 of that year. If an application for membership is submitted after July 1 of any year the dues for the year will be reduced by one-half, (50%).
3. The Board of the Society shall have the authority to levy additional assessments, subject to approval by a vote of the general membership.
4. Any delinquent member may be reinstated by payment of all dues, fees, and assessments currently owed. Any person whose membership has lapsed for more than two (2) years must re-apply.

ARTICLE IX – MEETINGS

1. The fiscal year of the Society shall begin on January 1st. The election of Officers and Directors shall be held during the annual membership meetings.
2. At all Board meetings, at least six (6) Board members must be present or represented by proxy in order to constitute a quorum.

3. Order of Business –

- a. Meeting called to order
 - b. Filing of proxies with the Secretary
 - c. Additional agenda items
 - d. Reading and approval of minutes
 - e. Reading and approval of treasurer's report
 - f. Committee reports
 - g. Unfinished Business
 - h. New Business
 - i. Election
 - J. Adjournment
4. The annual membership meeting shall be attended only by members in good standing and approved guests.
5. The members voting in present or by proxy at any annual membership meeting or special meeting of the membership shall constitute a quorum and may conduct and transact all necessary business. There shall be a 30-day advance notice of all meetings unless the Board votes that an emergency exists in which case a special meeting may be called with a minimum of three (3) day's notice. At special meetings, only such items as published on the agenda sent with notice of the special meeting may be transacted at the meeting.

ARTICLE X – COMMITTEES

There shall be six permanent (standing) committees established, which are as follows:

1. **MEMBERSHIP COMMITTEE** will evaluate and pass on to the Board the qualifications for each membership application.
2. **The GRIEVANCE/ETHICS COMMITTEE** shall be comprised of two or more persons and patterned after the IHS Grievance/Ethics Committee and shall operate at the state level within the framework of the IHS Grievance/Ethics Committee. The Chairperson should be made known to IHS within 30 days upon assumption of duties. This committee shall at all times be cognizant of the need for the "due process of law". Additional committee members shall be appointed by the Board.
 - a) Any complaints, against any member, from any source, shall be referred to the Grievance/Ethics Committee. All complaints must be in writing. The committee shall exercise its best judgment to arbitrate such situations. That failing, an open hearing will be held as provided herein.

- b) Upon failure of the Grievance/Ethics Committee to successfully arbitrate (resolve) a complaint, the Grievance/Ethics chairperson shall present to the Colorado Hearing Society Board the committee's recommendation to expel the member from the Society. Such action shall require a majority vote of the members of the Board.
3. The **CONTINUING EDUCATION COMMITTEE** shall have the duty to plan the continuing education meeting in conformance with the requirements of IIHIS (International Institute of Hearing Instrument Sciences), NBC-HIS (National Board for Certification in Hearing Instrument Sciences) and other credentialing agencies.
4. The **GOVERNMENT AFFAIRS COMMITTEE** will maintain contact and work in conjunction with The Society's lobbyist (if one is employed) in order to monitor possible changes to Colorado State legislation and changes with the Department of Regulatory Agencies that might impact the profession of licensed Hearing Aid Providers within the state. This committee will work to foster a continuing relationship with these entities. The committee will notify the Board and membership of any proposed changes. The committee shall consist of the chairperson who may, with Board approval, appoint another person to assist them as required.
5. The **AWARDS COMMITTEE** shall have the authority to provide plaques for all out-going board members. These will be presented at the annual membership meeting. This committee shall also provide any special awards as determined appropriate and timely by the Board.
6. The **MEDIA/WEBSITE** committee will be responsible for publishing any and all information regarding CHS and as determined by the Board to be appropriate for such. This shall include information regarding the annual membership meeting and continuing education seminar.

ARTICLE XI – AUTHORITY

1. The final governing power of the Society shall be vested in the general membership.
2. Between meetings of the general membership, management of The Society shall be vested in and exercised by the Board subject to provisions of the By-laws.
3. No member of the Society, other than the President or the Executive Director, shall suggest or indicate to anyone that he/she is representing, or may speak or act in an official capacity for and on behalf of, The Society without written authority from the President or Executive Director, provided however that officers of The Society may represent The Society to the extent that these bylaws so empower them.

ARTICLE XII – AMENDMENTS

1. Amendments to these By-laws may be proposed:
 - a. By petition signed by ten (10) voting members
 - b. By the Board
2. A two-thirds (2/3) majority of the votes, validly cast at an annual membership meeting, shall be necessary to amend these By-laws.
3. The Executive Director shall notify the voting members of the Society of any proposed amendments together with a copy of the same not less than thirty (30) days before the meeting.