

Bylaws of the Nevada Association for Behavior Analysis

October 13th -2019

(Revisions – February 20, 2007; October 11, 2009, February 15, 2010, October 17, 2010; October 13th, 2019)

Article I: Name and Purpose

The name of this association shall be the Nevada Association for Behavior Analysis (NABA). NABA is a non-profit corporation incorporated in the State of Nevada. NABA is a state organization whose purpose is to promote intellectual exchange, facilitate professional development, and inform related public policy in the interest of advancing the field of behavior analysis. NABA maintains a P.O. Box and email address for correspondence.

Article II: Membership

NABA shall have four classes of members: Full Members, Student Members, Affiliate Members, and Sustaining Members. Membership shall be contingent upon the payment of NABA dues and fulfillment of the following conditions:

- Full Members shall hold a masters or doctoral degree or equivalent in a field related to behavior analysis. Full Members may vote on matters related to NABA.
- Student Members shall provide documentation of full time student status by an official transcript of their training institution. Student Members do not have voting privileges.
- Affiliate Members shall be those who do not meet the requirements of either Full or Student Members. Affiliate Members do not have voting privileges.
- Any member can support NABA financially by paying the fee of Sustaining Members and receive recognition as such. Any Sustaining Member that meets the qualifications of a Full Member may vote on all matters related to NABA and will be considered a Full Member,

Membership fees are to be posted on the NABA website. Voting members must meet the qualifications of Full Members (Masters or Doctoral degree in behavior analysis or related field) and the pay Full Member fee. The membership year shall be the calendar year.

Article III: Activities and Services

NABA should hold an event each year to provide educational opportunities to members. NABA shall maintain an informative Web Site.

Article IV: Dues and Fees

Membership dues and convention registration fees shall be set by a vote of the Full Members. Affiliate Members dues and fees shall be equal to those of Full Members. Student Member dues and fees shall be set such as not to exceed 25% of Full/Affiliate Member dues and fees.

Article V: Officers and Governance

NABA shall be governed by a Council made up of four officers, including: President, President-Elect, Secretary/Treasurer, and At Large Representative. Other than the president and president-elect, student member with master's degree. The Officers must be Full Members of NABA (NABA (Student Representatives are Student Members) and members of the Association of Behavior Analysis International in accordance with their rules and regulations of chapter affiliates. The President/President-Elect must hold a Ph.D. in behavior analysis or related field. All officers hold a two year term.

The President shall be elected for a two-year term, serving as President-Elect during the first year and President during the second year. The Secretary/Treasurer and At-Large Representative shall be elected for two-year terms.

One Student Representative shall participate as a voting member of the Council. A student representative elect will serve on the council but will be a non-voting position. The student Representative must be a graduate student in Behavior Analysis at the time of his/her election. The Student Representative shall hold a two year term, the first year as the representative elect and during the second year as the current student representative. The President shall preside of the Business Meeting held at the annual convention and submit an annual report on the activities of NABA to the ABAI Council. The President shall select the site of the convention and make appropriate arrangements for a convention to be held at this site.

The President shall appoint a Program Chair for a term of one year. The Program Chair shall be responsible for developing and implementing the annual meeting. The Program Chair shall be responsible for developing all meeting materials .

The President shall form Standing Committees and Task Forces, as needed, and appoint their Chairs. The period in which such entities are in operation, and the terms of office of their Chairs, shall be determined by the President in consultation with the Officers of the Association.

The President-Elect shall provide assistance to the President in conducting the business of the association.

The Secretary is responsible for maintaining the Association's business records. The Secretary is responsible for documenting actions taken during board meetings and business meetings, recording votes of the Council and membership, maintaining rosters, and maintaining the organization's files and archives. The secretary shall make a report to the members at the annual business meeting.”

The Treasurer is responsible for the financial management of the organization. The Treasurer is responsible for maintaining the organization's budget and financial records and prepares financial reports. The Treasurer shall make a report to the members at the annual business meeting."

The At-Large Representative shall be responsible for developing and maintaining the Association's Web Site, through which regular communications to the Association's members may be achieved.

In the event an officer vacates a position prior to the completion of his/her term, nominations will be sought by the remaining board members via communication with all current full members. In the case of a student member vacating a position prior to the end of his/her term, nominations from student members will be solicited. In both cases, a vote will be requested of the appropriate voting member block. In the event that the vacant seat would disrupt the activities and mission fulfillment of NABA, the board may appoint a person to hold the position until the position can be filled by nomination and vote.

In the event an officer is unable to fulfill his/her duties or his/her actions have violated professional conduct standards, state or federal law, or engages in behavior that may have detrimental impact on the organization, the board may vote to have that board member removed. In this case, nominations and voting actions would follow the same course as if the position was vacant.

Any expense exceeding \$100.00 must be approved by the board given the voting rights.

Article VI: Voting Rights and Elections

At the annual convention, the President, or a representative appointed by the President, shall convene a Business Meeting to conduct the affairs of the Association.

Full members may vote at the Business Meeting. Initiatives proposed at the Business Meeting shall be enacted if endorsed by a majority of the voting Full Members. Changes to the Bylaws shall be put to Full Members by mail ballot or voted on during the Business Meeting. Changes to the Bylaws shall be enacted by a two-thirds majority.

At the Business Meeting, the President shall invite nominations and ask nominees if they are willing to stand for election. Those who are willing to serve shall become candidates. Full Members present at the Business Meeting shall select among the candidates by paper or electronic ballot. A candidate is elected if endorsed by a majority of the Full Members voting at the Business Meeting.

The Student Representative shall convene a meeting of student members at the annual convention to conduct the affairs of the Association pertinent to Student Members. At the Student Meeting, the Student Representative shall invite nominations and ask nominees if they

are willing to stand for election. Those who are willing to serve shall become candidates. Student members present at the meeting shall select among the candidates by paper ballot. A candidate is elected if endorsed by a plurality of the student members voting at the Student Meeting. The term of office shall begin upon the conclusion of the Student Meeting at which the elections are held.

Other meetings of the board may be scheduled from time to time apart from the membership of the organization and votes may be taken on items pertaining to the organization. A quorum at these meetings requires at least 3 of the 5 voting members of the board. Items are passed with a voting majority.

Article VII: Conflict of Interest

Officers must immediately disclose any matters in which a conflict of interest may arise during a voting matter. Related to Internal Revenue Service (IRS) stipulations, unfair benefits to members, officers, or others may incur IRS penalties.