

By-Laws of the Biofeedback Society of California
Amended Version as Ratified by the BSC
Board of Directors on February 3, 2010

Article I-Name

The name of this organization is the Biofeedback Society of California.

Article II-Purposes

The society is an open forum for the exchange of ideas, methods, clinical experience and results of biofeedback and related disciplines. The emphasis of the society is on the clinical application and scientific research. Specifically, the objectives are to:

1. Advance biofeedback in educational, scientific, clinical and personal growth areas of development.
2. Educate professionals and the public about biofeedback.
3. Develop or follow the practice standards and ethics of those created by other organizations.
4. Provide criteria concerning who may apply biofeedback and under what circumstances.

Article III-Requirements for Admission into the Society

Membership in the society exists in three categories: Member, Associate Member and Supporting Affiliate. Admission to the society is open, with the following minimum standards.

1. Members and Associate Members:

Members and Associate Members of the society are those individuals who demonstrate professional competence in biofeedback for one or more years and who are licensed or certified professional persons or who meet California requirements for their profession (i.e. practice within an appropriate institution or conduct research).

2. Supporting Affiliates:

Supporting Affiliates are individuals who are interested in biofeedback and are sponsored by one or more members of the society. Supporting Affiliate Members

- may receive literature and mailings from the Biofeedback Society of California and are invited to attend the professional meetings of the society. No corporate bodies are allowed as Supporting Affiliates.
3. Applicants for Member, Associate Member or Supporting Affiliate status will be reviewed by the Executive Director who will report his/her findings and recommendations to the Board of Directors.

Article IV-Dues

The amount of the annual dues for Members, Associate Members and Affiliates is to be set by the Board of Directors. Members, Associate Members, and Affiliates pay dues in advance at the beginning of each calendar year. Dues are for calendar-year membership or by discretion of the Executive Director and President to pro-rate fees for those members who join after the first quarter of each year.

Article V- Expulsion from the Society

Any person may be expelled from the society for cause by a two-thirds vote, taken by secret electronic ballot, of the current voting members. Expulsion must be decided by 20% of the qualified membership. Such a vote shall be taken only after an ethics committee or Board of Directors has investigated the specific case.

The ethics committee shall accumulate the relevant facts and give the defendant an opportunity to answer the charges against him, in writing and/or by appearing in person before the committee. The committee's recommendations must then be reviewed and approved by a majority vote, taken by secret ballot, of the Board of Directors before submitting the cast to the membership. The person being expelled may present his case to the society at large at the annual business meeting, electronically or by telephone conference.

Article VI- Officers

1. The officers of the society shall be President, President-elect, and Past-President.

2. The term of the President shall be for one year, after which time the President shall serve one year as Past-President. The President-elect shall serve the year prior to his/her presidential term.
3. It shall be the duty of the President to preside at all meetings of the society and of the Board of Directors, to exercise supervision over the affairs of the society, with the approval of the Board, and to perform such other duties as are incident to the office or as may be properly required by vote of the Board. In the extended absence, incapacity, death or resignation of the President, the duties shall be assumed by the President-Elect.

Article VII- Board of Directors

1. The Board of Directors shall consist of the officers of the society and four (4) members at large. The members at large shall be elected for two year staggered terms. No members of the Board may serve more than six (6) consecutive years unless elected as a President-Elect. The members of the Board of Directors may serve as chairperson for one of the standing committees of the society.
2. In the case of a vacancy on the Board, the remaining members of the Board shall choose a successor to serve out the time until an elected member can assume the duties at the next election opportunity.
3. Subject to limitations of the Articles of Incorporation, other sections of the Bylaws, and of California law, all corporate powers of the corporation shall be exercised by or under the authority of, and the business and affairs of the corporation shall be controlled by the Board of Directors. They shall conduct, manage and control the affairs and business of the corporation and make rules and regulations not inconsistent with law, the articles of incorporation or the bylaws.
4. The president, with approval of the Board, shall appoint such chairpersons and members of committees as are provided by these bylaws.
5. The President, President-Elect, and Past President shall all vote as members of the Board of Directors.

6. The initial Board of Directors shall have six (6) members serving for one year only. This selection will be determined by the President by Lot in the presence of the Board.

Article VIII- Liabilities

No individual member of the society shall be held personally liable for debts or expenditures incurred by the corporation.

Article IX- Nominations and Elections

1. Officers and Board members shall be elected according to a preferential voting system by members of the society voting by electronic mail. Voting ballots shall be mailed to all members. Ballots returned on or before the deadline specified on the ballots shall be tabulated by the selected representative and verified.
2. Every member of the society shall be asked to suggest names for President, President-Elect, and members at Large of the Board of Directors which shall be tabulated by the selected representative and given to the chairman of the Nominating Committee. The Nominating Committee shall submit a slate of candidates to the Board for their approval, to be used in the election.
3. The President shall notify the elected Officers and Board members of the election outcome. Names of elected Officers and Board of Directors shall be published in the subsequent issue of the society's official publication.
4. Officers and Board Members shall assume office following the annual business meeting of the society.

Article X- Meeting of the Society

1. There shall be at least one annual business meeting of the society and additional meetings as decided by the Board.
2. Actions taken by members at the annual meeting shall be effective if a quorum of not less than twenty percent (20%) of the members of the society is present and voting.

Article XI- Committees

The committees of the society shall consist of such standing committees as provided by these bylaws and such special committees as may be established by majority vote of the membership of the Board. Special Committees shall serve for the term of the President.

Each Standing committee will be chaired by a member of the Board of Directors. The members of the Committee will be selected from volunteers from the membership of the society. The members of each standing Committee will be appointed by the President from volunteers and approved by the Board of Directors. Assignments of the chairpersons and committees membership will be on an annual basis.

Each committee will establish and maintain a definition of its function and method of operation which will be reviewed for approval by the Board on an annual basis.

The standing Committees of the society shall be:

1. Finance Committee- the Finance Committee has responsibility for the financial affairs of the society. This committee will consist of a chairperson who will serve as the Treasurer of the society and two members at large appointed by the President and approved by the Board.
2. Membership Committee- the Membership Committee shall consist of a chairperson and two members appointed by the President and approved by the Board. The Membership Committee shall review or oversee the review of all applications received during the year for admission into the society
3. Nominating Committee- the Nominating Committee shall consist of a chairperson and four members of the society appointed annually by the President with the approval of the Board, to serve for the term of the President and to nominate a slate of candidates for the subsequent election. During their term of office, no elected or appointed officials of the society other than the chairperson may serve on the nominating Committee. No members of the society may serve on the nominating Committee more than once in two years.

4. Program Committee- The Program Committee shall consist of a chairperson and two or more members at large or members of the society. The function of the program committee is to develop programs for information exchange and continuing education, including the annual conference and regional meetings.
5. The Newsletter Committee shall consist of a chairperson and one or more members at large. The function of the Newsletter committee is to publish the official newsletter of the BSC.

Article XII- Executive Director

The Executive Director of the society shall be appointed by the President and approved by a majority vote (51%) of the Board. The duties shall be to keep the records of the society and coordinate correspondence between the society and its members, assist the Treasurer, tabulate ballots and perform other duties as requested by the President. Termination of the Executive Director shall be based upon 30 days written notice, facilitated by the President and approved by majority of the Board's vote (51%).

Article XIII- Amendments

Amendments may be proposed by a majority of a quorum of the members of the society at a business meeting or by a majority of the Board of Directors, or by a petition by at least ten-percent (10%) of the members of the society. Upon notification of a properly proposed amendment, the selected representative shall prepare a ballot containing the proposal and send it to all members. An amendment is adopted by a two-thirds majority of the members voting by electronic mail ballot returned to the representative designated before the specified deadline, providing a quorum of the membership (20%) is voting. If a quorum of society members does not respond to the proposal petition, the Board of Directors may vote in the amendment by a majority (51%).