

KANSAS MIDWIVES ALLIANCE BYLAWS

The following bylaws have been created by the KMA Executive Board and approved by the KMA membership through open election. These bylaws serve as the foundational and definitive document of the Kansas Midwives Alliance.

Definitions:

New Member One who is new to the Alliance, or who has not been a voting member for two or more years.

Practicing Midwife A CPM, CNM, CM or other midwife who meets or exceeds NARM CPM application and recertification requirements and currently attends women in childbirth by providing evidence-based prenatal, intrapartum, and postpartum care, and may provide well-woman care.

Retired Midwife Formerly a Practicing Midwife as defined above.

Midwifery Student One who is currently enrolled in a formal course of midwifery study and/ or apprenticing under contract with a Practicing Midwife.

Supporting Members Any person who subscribes to the objectives of this organization is eligible for membership upon submission of a completed application and payment of membership dues.

Article I: Name

The name of this organization shall be the Kansas Midwives Alliance (KMA).

Article II: Purpose

The purpose of the Kansas Midwives Alliance is to provide support, unity, continuing education, and peer review to its members, to promote good public relations with the people of Kansas and to support the independent practice of midwifery.

Article III: Membership:

Section 1. Membership Categories

Membership of this organization shall be composed of two categories:

A. Voting members:

- Practicing Midwives
- Retired Midwives
- Student Midwives

B. Non-voting:

- Supporting members

Section 2. Membership Eligibility by Category

A. Voting Member Any midwife who subscribes to the objectives of this organization is eligible for membership upon submission of a completed application and payment of membership dues. Verification of qualification may be requested by the Executive Board.

B. Non-Voting Member Any person who subscribes to the objectives of this organization is eligible for membership upon payment of membership dues.

Section 3. Rights and Privileges of Membership

A. The rights and privileges of voting membership shall include but are not limited to:

- The right to vote
- The right to voice in the consensus process with the ability to block and open consensus
- The right to make a motion to open consensus
- The right to hold office as prescribed in the Constitution
- The right to participate in and/or chair committees
- Attending KMA-sponsored events at the member rate
- Receiving KMA publications
- The right to apply for KMA scholarships

B. The rights and privileges of non-voting membership shall include:

- The right to voice in the consensus process but without the ability to block or open consensus

- Attending KMA-sponsored events at the member rate
- Receiving KMA publications

Section 4. Absentee Voting

A voting member absent with good cause from a meeting may assign their proxy to another voting member by communication with the Executive Board prior to the vote.

Section 5. Scholarships

A. Availability The KMA may offer scholarships to include but not limited to national or regional conferences when funds are available and the Executive Board approves funds for that purpose.

B. Application Process

- Scholarship availability will be announced to the membership
- Applicants must submit a letter of request
- The Executive Board or its appointed Committee will select scholarship recipient and notify each Applicant of their status.
- Scholarship Recipients are not eligible for another scholarship for twelve (12) months.

Section 6. Membership Dues

A. Payment of membership dues constitutes the member's agreement to and compliance with the KMA Bylaws.

B. Membership fee ensures your access to membership benefits for one year. Annual dues are non refundable and not prorated. Dues shall be paid yearly on or before March 1st.

C. Membership term follows fiscal year beginning on March 1st.

Section 7. Grievances

A. A formal grievance may be filed with the Executive Board

B. All information pertaining to the case shall be kept in the strictest confidence

Section 8. Termination of Membership

Membership in this organization may be terminated by:

- A. Resignation
- B. Nonpayment of dues
- C. Decisions made during the KMA Formal Grievance Process

Article IV: Government by Executive Board

Section 1. Government

The government and policy-making responsibilities of this organization shall be vested in the Executive Board which shall be responsible for managing the organization's property, finances, and affairs.

Section 2. Executive Board

A. Composition of The Executive Board:

- a. Maintain an odd number of members.
- b. Consist of no less than a President, a Secretary and a Treasurer, and may include a Vice-President and an Advocate.
- c. Be comprised of a majority of Practicing Midwives. The Offices of President and Vice-President shall be held by Practicing Midwives.
- d. Be elected every odd numbered year.

B. Duties of the Board

- a. Creating an annual budget: Including annual membership dues prescribed by the Executive Board and approved by a majority of membership.
- b. Formulating policies of the Alliance: Policies shall be approved by majority vote.
- c. Implementing policies: No action by any member, committee, division, or officer shall be binding upon or constitute an expression of the policy of the Alliance until it has been approved by the Executive Board.

Section 3. Duties of Officers

A. Description of Positions and Duties

a. The President shall preside at all meetings of the Board and all general meetings of the Alliance, shall make interim appointments as needed with the approval of the Board, shall serve as ex-officio member of all committees, shall be responsible to appoint committees and committee chairperson and to discharge committees, shall edit the newsletter and will oversee the Formal Grievance Process.

b. The Vice President shall facilitate the office of the President in the President's absence and assist the Secretary in her duties and oversee membership.

c. The Secretary shall record and read the minutes of the Alliance's general meetings and Board meetings, shall refer correspondence to proper persons, shall coordinate elections, shall notify members of meeting places and times, and shall notify the Executive Board members of meeting places and times.

d. The Treasurer shall be the primary and usual signer of checks and financial documents. The Treasurer shall be responsible for the collection and reimbursement of receipts, for the collection of membership fees, for notification to members of fees due, and for collection of all other monies, and shall maintain a record of all expenditures, keep a log of all recurring expenses, their due dates and costs, and shall present this information as the basis for the annual budget, and shall provide an itemized financial report at each general meeting of the members.

e. The Advocate shall assist the other members of the Executive Board in their duties, shall present an annual report of KMA business at the May general membership meeting to be kept in KMA files in perpetuity, and shall maintain or oversee the maintenance of the KMA's presence on social media sites such as Facebook, a website or other similar entities.

B. Confidentiality

Executive Board officers shall maintain confidentiality of information shared at meetings.

Section 4. Nomination and Election of Officers

A. Qualifications for Holding a Board Position to Include:

a. Nominee must currently be a KMA member in good standing, must have been a KMA member in good standing for 1 full year and must have attended at least 1 KMA General Membership Meeting.

b. President and vice president nominees must have served at least one term on the Kansas Midwives Alliance Board in another capacity.

c. Nominees will have a demonstrable and vested interest in the autonomous practice of midwifery in the state of Kansas and how it affects their personal midwifery practice and their specific clientele.

d. Current Board members have the right to request proof of a nominee's vested interest in Kansas Midwifery.

B. Nomination of officers will be sent to the secretary a minimum of 30 days prior to elections.

C. Election of officers shall take place at the May meeting biannually, every odd numbered year.

D. The previously elected officers shall continue to serve until the next Executive Board meeting, at which time all business and records shall be turned over to the newly elected Executive Board. This meeting shall take place before the next general meeting.

E. Elections will be held every odd numbered year.

F. Each position will serve a 2 year term.

G. Board members may serve no more than 2 consecutive terms in the same office.

H. Board members may return to a position already served in after one full term off.

I. Time in Interim Board placements are not included in term limitations.

J. All Voting shall be done by Ballot.

Article V: Meetings

Section 1. General Meetings

A. There shall be two (2) general meetings a year; one in May on or near International Day of the Midwife and one in October.

B. One meeting shall be held in several locations with video conferencing and one meeting shall be held in one location that rotates throughout the state and does not offer video conferencing.

C. The date, hour, and place shall be designated by the Executive Board and the membership shall be notified at least fourteen (14) days before said meeting.

Section 2. Special Meetings

- A. Special meetings of the membership may be called at any time by the Executive Board.
- B. Any voting member may petition a member of the Executive Board for a special meeting
- C. Notification of special meetings shall be made to each member at least seven (7) days prior to such meetings.

Section 3. Board Meetings

- A. Board meetings may be called by the President or by written application of two (2) members of the Executive Board. Notice including the purpose of the meeting shall be given at least three (3) days prior to said meeting.
- B. The Executive Board meetings shall be closed meetings with the minutes be read at the next board meeting.
- C. Special invitations may be extended by the President with the approval of the Board.

Section 4. Committee Meetings

- A. Committee meetings may be called at any time by the President or by the committee chair.

Article V: Committees

Section 1. Appointment of Committees

The President by and with the approval of the Executive Board shall appoint all committees and committee chairpersons. It shall be the function of the committees to make recommendations to the Executive Board and to carry on such activities as may be delegated to them by the Board.

Section 3. Discharge of Committees

Committees shall be discharged by the President when their work has been completed and their reports accepted or when in the opinion of the Executive Board it is deemed wise to discontinue the committee

Article VI: Finances

Section 1. Fiscal Year

The fiscal year of the Alliance shall begin on March 1st.

Section 2. Banking

All monies paid to the Alliance shall be placed in a general operating fund with the Treasurer and Secretary as authorized signers on the account. Checks and debit card shall be kept under the stewardship of the Treasurer.

Section 3. Annual Budget

- A. The Executive Board is charged with maintaining a balanced budget.
- B. The Executive Board shall compile an estimate of expenses and suggested dues for the coming year to be presented at the February General Meeting.
- C. Upon approval by the members this compilation shall constitute the Annual Budget.

Section 4. Disbursements

- A. Upon approval of the annual budget, the Treasurer is authorized to make disbursements on accounts and expenses provided for in the budget without additional approval of the Executive Board.
- B. Any disbursements not provided for in the budget shall require approval of the Executive Board.
- C. Approved purchase orders shall be submitted to the Treasurer, who shall then place the order with payment.

Article VII: Amendments

Section 1. Amending the Bylaws

These Bylaws may be amended by a two-thirds (2/3) vote of the members present at any general membership meeting. Proposed amendments shall be submitted to the Board forty-five (45) days prior to the meeting. Proposed amendments shall be sent to the members seven (7) days prior to the meeting at which they are to be acted upon.

Article VIII: Dissolution of the Kansas Midwives Alliance

Section 1. Termination Vote

This Alliance shall continue until termination by majority vote at any meeting called for

that purpose. The intent to terminate the KMA shall be plainly stated when the meeting is called.

Section 2. Distribution of Remaining Funds

The Alliance shall use its funds only to accomplish the objectives and purposes specified in these Bylaws. On dissolution of the Alliance any funds remaining shall be distributed to one or more regularly organized and qualified charitable organizations, to be selected by the Executive Board. This action shall be documented in the permanent record of the KMA and all members shall be notified of the distribution of funds.

END Bylaws October 2019