

BY-LAWS  
OF THE  
GEORGIA ATHLETIC TRAINERS ASSOCIATION

ARTICLE I: Membership

Section 1

Members shall be classified according to the following definition of each class.

- A. GBAT Licensed/NATA Certified – Any individual who has been duly licensed as an athletic trainer in the State of Georgia or has passed the certification requirements as set forth by the National Athletic Trainers Association Board of Certification.
- B. Certified Retired-- A Certified member who is eligible for retired status and who wishes to continue membership in Southeast Athletic Trainers' Association, Incorporated in the retired class must request change to this class through the National Athletic Trainers' Association and inform the Secretary of the Southeast Athletic Trainers' Association, Incorporated. A Retired member shall also submit verification that he/she has retired their license to practice in their respective home state, if applicable.
- C. Certified/Licensed Student-- Certified-Student membership shall be open to individuals possessing current National Athletic Trainers' Association Board of Certification (NATABOC) certification and in good standing with National Athletic Trainers' Association Board of Certification (NATABOC) , or athletic training licensure from the Georgia Board of Athletic Training, who are enrolled as full-time graduate students working toward an advanced degree at an accredited college or university. An individual may not be classified as a Certified-Student Member for a combined total of more than three years. If a person ceases to be a full-time student, he/she is not eligible for Certified-Student membership. Certified/Licensed Student members are entitled to vote on Georgia Athletic Trainers' Association, Incorporated affairs and may serve on any committee for the Georgia Athletic Trainers' Association, Incorporated. They may serve on a committee but shall not serve as a chairperson unless reviewed and approved by the Executive Board.
- D. Non-certified/Licensed Student -- Non-certified/Licensed Student Membership shall be open to individuals who are not certified by the National Athletic Trainers Association Board of Certification (NATABOC) and also not licensed by the Georgia Board of Athletic Trainers and are enrolled as students in an accredited secondary or post-secondary institution. Non-Certified Student

members are not entitled to vote on Georgia Athletic Trainers' Association, Incorporated affairs or to hold any Georgia Athletic Trainers' Association, Incorporated office. They may serve on a committee but shall not have any voting privileges or serve as a chairperson.

- E. ~~Associate~~—Associate membership shall be open to individuals who are working professionally in athletics, education, research, medicine, or an allied health profession related to athletic training. An individual who has fulfilled the requirements to apply for the National Athletic Trainers' Association Board of Certification (NATABOC) certification examination or the Georgia Board of Athletic Training Licensure exam and is not currently enrolled as a full-time student shall be eligible for the Associate membership category. In addition, the membership category of a Certified Member in good standing with the National Athletic Trainers' Association who has been placed on inactive status by the National Athletic Trainers' Association Board of Certification (NATABOC) shall be changed to Associate Member. Associate members are not entitled to vote on Georgia Athletic Trainers' Association, Incorporated affairs or to hold any Georgia Athletic Trainers' Association, Incorporated office. They may serve on a committee but shall not have any voting privileges or serve as a chairperson.
- F. Honorary--An individual may be awarded Honorary membership status. A person who, by virtue of his/her actions and speech, shows profound interest in the athletic training profession and in the course of their career has made meaningful contributions to the profession may be awarded this class of membership. Honorary members will not be charged membership dues. Members of the Georgia Athletic Trainers Association Hall of Fame will automatically be awarded honorary membership status.

## Section 2

All members may take part in discussion and debate and, in general, have the privilege of the floor during a membership meeting. However, only licensed/certified members shall be entitled to vote or make motions.

## ARTICLE II: Election of Members

### Section 1

Members of the National Athletic Trainers Association (NATA) with a Georgia mailing address will automatically be added to the membership of the GATA, as state dues are collected by NATA and forwarded to GATA.

## ARTICLE III: Suspension of Membership

### Section 2

Recommendations for suspension of membership for a cause may be submitted by any member and shall be processed in the following manner:

- A. Filing – Complaints must be in writing, signed by the complainant and submitted to the Executive Council
- B. Investigation – The Executive Committee will then initiate an investigation within thirty days of receiving the complaint.
- C. Hearing – If the Executive Committee determines that the complaint has merit, and that the matter cannot or should not be resolved by informal agreement, a hearing shall be held.
  1. The accused member shall be notified by registered mail no less than thirty (30) days in advance of the date of the hearing. The notice shall inform the member of the charges made against him/her and the time and place of the hearing.
  2. The Executive Committee may dismiss the charges, or finding probable cause, recommend that the accused member be censured, suspended, or expelled from the GATA.
- D. Decision --The Executive Council shall notify the accused member of its decision by registered mail within thirty (30) days of the hearing.
- E. Appeal –
  1. The decision of the Executive Council shall be final.
  2. At the discretion of the Executive Council, the results of the hearing may be passed on to the Code of Ethics Committee of the National Athletic Trainers Association.

### Section 3

Membership will be automatically suspended for non-payment of dues beyond the deadline of March 31.

## ARTICLE IV: Finance

### Section 1

The fiscal year is January 1 to December 31.

### Section 2

Dues for Licensed/Certified Members are payable to NATA who then reimburses SEATA who in turn will forward the dues to the Treasurer. All other member categories are due to the Treasurer by Jan 1<sup>st</sup>.

Any member not paying dues by March 31<sup>st</sup> shall be declared delinquent and shall receive notification to that effect mail. Any member not paying dues by July 1<sup>st</sup> will be automatically suspended.

### Section 3

#### Limitation of Expenditures

- A. No officer, employee or committee member shall expend any money not provided in the budget allotment except by order of the Executive Council.
- B. The Executive Council shall not commit the GATA to any financial obligation exceeding its current fiscal resources.
- C. GATA will pay reasonable expenses incurred in the conduct of official business by the President, Vice-President, Secretary, and Treasurer.

## ARTICLE VI: Election of Officers

### Section 1

Unless otherwise provided in the By-Laws, the nominee with the most votes shall be declared the winner.

## Section 2

A call for nominations via electronic communications will be made to the membership early fall. The Executive Committee shall present a list of nominees to the membership by mail and/or by means of electronic communication in the fall.

## Section 3

Election of members of the Executive Council shall be by mail ballot and/or online voting. Electronic communication notification will be sent informing members of election procedures, nominees and voting deadline. The voting member will make his/her decision by on-line voting during the appropriate time. The website operator will count the ballots and inform the vice-president of the winner. The nominees will be notified immediately. The membership will be notified by email. The membership will also be notified in the next newsletter.

## ARTICLE VII: Duties of the Executive Council

The duties of the Executive Council are:

- A. The Executive Council shall consist of the President, the Vice President, the Secretary, and the Treasurer as well as the immediate Past President.
- B. A quorum of the Executive Council shall be three of the five members.
- C. Meets every year at the annual business meeting and any other membership meeting. They will meet any other time the President deems necessary.
- D. Serves as the official legislative body of the GATA.
- E. Approves the appointment of all ad-hoc committees deemed necessary for the conduct of special GATA projects.
- F. Approves the appointment of all committee chairmen and members.
- ~~G.~~ Continually evaluates and defines the roles and functions of all GATA officers and committees.
- H. Continually re-evaluates the goals and objectives of the GATA and accepts primary responsibility for progress toward those goals and objectives.
- I. Annually reviews the financial report of the Treasurer and passes this on to the membership at the annual business meeting.

- J. The President may submit appropriate items of GATA business to the Executive Council for a vote by mail. For such voting purposes, the President shall first secure a “second” to the proposal and then submit the proposal to each member of the Executive Council by mail. Executive Council members are requested to mail back a "yes" or "no" vote on the proposal by a definite date not sooner than ten (10) days after the mailing of the proposal. Executive Council approval of the items thus submitted shall require a “yes” vote of two. Items may be sent via electronic mail (e-mail) to members of the Executive Council.
- K. The President may submit emergency items of business that are appropriate for Council action to the Executive Council for a vote by phone. For such a voting procedure, the President shall first secure a “second” to the proposal and then call each member of the Council for a vote on the matter. Approval of the items thus submitted shall require a “yes” vote of three Council members.
- L. The Executive Council may confer such honorary awards as deemed necessary to persons both inside and outside of the GATA or the profession of athletic training who make outstanding contributions to the athletic training profession in the State of Georgia.

## ARTICLE VIII: Duties of the Officers and Regional Representatives

### Section 1

The officers, election of officers, and terms of office shall be as follows:

#### **President:**

- A. The President shall be elevated to that office from the office of Vice-President.
- B. The term of office shall be for two (2) years and he/she may be elected for one (1) term.
- C. The term of office of the president shall begin at the annual business meeting of the GATA
- D. In the event that the office of President becomes vacant before the end of the term for which the President was elected, the Vice-President shall become the President immediately and serve the remainder of the term for which the President was elected. He/she will then serve his/her normal term of office as President.

- E. Serves as the official spokesman of the GATA and acts as the representative of the GATA to allied associations and other organized bodies, or appoints a representative to carry out this function.
- F. Serves as Chairman of the Executive Council and develops an agenda for these meetings.
- G. Appoints, with approval of the Executive Council, all chairmen of GATA committees.
- H. Develop the agenda and preside over all meetings of the GATA.
- I. Implement the mandates and policies of the GATA as determined by the Executive Council.
- J. Transact all business for and on behalf of the GATA subject to its Constitution and By-Laws.
- K. Commit the GATA to no financial obligation in excess of its financial resources.
- L. Present a list of names to the Georgia Governor for State Board member replacement.

## Section 2

### **Vice-President:**

- A. The Vice-President shall be elected by a simple majority by means of online voting or a mail ballot.
- B. The term of office of the Vice-President shall be for two years, and he/she may not serve more than one concurrent term.
- C. The term of office of the Vice-President shall begin at the end of the annual business meeting of the GATA.
- D. In the event that the office of the Vice-President becomes vacant, the President shall call a special election to fill the office. The new Vice-President will finish the unexpired term, his/her full term of the vice-president, if necessary, and then move into the Presidency.
- E. Serves as chairperson of the Advisory Committees.
- F. Assumes the duties of the President in his/her absence or for the remainder of an unexpired term in the event the President is unable to fulfill the duties of his/her office.
- G. To serve as Parliamentarian of the GATA and to keep the annual business meeting and all other meetings operating under parliamentary procedure as prescribed by Roberts Rules of Orders.

### Section 3

#### **Secretary:**

- A. The Secretary shall be elected by a simple majority by means of online voting or a mail ballot. The Secretary shall be elected in the same year as the Vice-President.
- B. The term of office of the Secretary shall be for two years, and may be re-elected.
- C. The term of office of the Secretary shall begin at the end of the annual business meeting of the GATA
- D. In the event that the office of the Secretary becomes vacant, the President shall call a special election to fill the office. The new Secretary will finish the unexpired term.
- E. Record all minutes of the meetings of the Executive Council and GATA and distribute them to the membership.
- F. Serves as custodian of all records, books, and papers belonging to the GATA.
- G. Conduct, in conjunction with the President and the Executive Council, the official correspondence of the GATA including such matters as meeting notices, election results, committee appointments, and all notices as required by the By-Laws and requested by the Executive Council.
- H. To maintain a current and accurate mailing list and an official record of GATA membership.

### Section 4

#### **Treasurer:**

- A. The Treasurer shall be elected by a simple majority by means of online voting or a mail ballot. The Treasurer shall be elected on alternate years from the Vice-President.
- B. The term of office of the Treasurer shall be for two years, and may be re-elected.
- C. The term of office of the Treasurer shall begin at the end of the annual business meeting of the GATA
- D. In the event that the office of the Treasurer becomes vacant, the President shall call a special election to fill the office. The new Treasurer will finish the unexpired term.
- E. Transacts all financial business for and in behalf of the GATA.
- F. Chair Finance Committee with oversight of Fund-Raising and Corporate Sponsorships.
- G. Collect and process dues from GATA members.



- H. Maintain a permanent and accurate record and documentation of all financial transactions.
- I. Submit a financial report to the Executive Council prior to all GATA meetings.
- J. Submit a financial report to the GATA membership at all business meetings.
- K. Monitor financial status of the GATA on a continuing basis and coordinate financial planning for the GATA.

#### Section 5

The duties of the **Regional Representatives** are:

- A. To act as a liaison between region members and the Executive Council.
- B. To implement the policies and actions of the Executive Council.
- C. To serve on the Advisory Committee.
- D. To recruit committee members for committees as necessary

#### Section 5

Elected officers are subject to removal by a two-thirds majority vote of the ballots cast by the voting members of the GATA, Incorporated. Vote shall be by mail and/or with the advance of applicable computer technology through means of online voting.

- A. All officers may be impeached and convicted on the following grounds:
  - 1. Embezzlement;
  - 2. Malfeasance in office; or
  - 3. Actions contrary to or in violation of the Constitution and/or its By-Laws, or the Code of Ethics of the National Athletic Trainers Association.
- B. Before impeachment proceedings can be instituted a brief containing the charges shall be drawn up and presented by a member to the Executive Council and the regional representatives (Impeachment Council).
- C. The aforementioned brief must then be adopted by a majority vote of the Impeachment Council prior to this formal presentation of charges.
- ~~D.~~ Impeachment of any officer shall require a two-thirds (2/3) vote of the voting members present at the next called business meeting.

ARTICLE IX: Organization of Regions

For the purpose of facilitating GATA business and allowing for greater representation, the State of Georgia is divided into five geographic regions. (See accompanying map)

- A. Region 1: North
- B. Region 2: Metro Atlanta
- C. Region 3: Central
- D. Region 4: Southwest
- E. Region 5: Southeast

ARTICLE X: Committees

Section 1

The President, as necessary, shall coordinate and be an ex-officio member of all committees as set forth in the By-Laws. Any committee shall be established as deemed necessary by the President and will continue to function until dissolved by the Executive Council.

Section 2

Each Committee established by the President shall consist of at least one member from each GATA region.