

BYLAWS of the Alabama Division of the American Rehabilitation Counseling Association

An Affiliate of the Alabama Counseling Association

ARTICLE I

NAME

The name of this organization shall be the Alabama Division of the American Rehabilitation Counseling Association.

ARTICLE II

PURPOSE

The Alabama Division of the American Rehabilitation Counseling Association, a non-profit organization, shall have as its purpose the advancement of rehabilitation for all persons with physical, mental, and emotional challenges by:

- increasing public understanding of the social and economic gains to the individual and to the local community through the provision of opportunities for all persons with disabilities to become self-sufficient, self-supporting and contributing members of society
- providing opportunities for conferences and forums for the discussion of all problems related to the total rehabilitation of persons with challenges
- encouraging teamwork at the local operating level as a basic system of rehabilitation
- fostering research and study of advanced knowledge and skills necessary to improve rehabilitation services for persons with challenges and stimulating professional training opportunities for all personnel engaged in rehabilitation

ARTICLE III

MEMBERSHIP

Section I. Eligibility.

All persons who are members of the Alabama Counseling Association are eligible for membership in the Alabama Division of the American Rehabilitation Counseling Association, upon payment of annual dues.

Section II. Student Membership.

Student membership shall be available to persons enrolled in colleges or universities pursuing training in the field of rehabilitation, upon payment of appropriate dues.

Section III. Fiscal Year.

The fiscal year of the Alabama Division of the American Rehabilitation Counseling Association shall be the same as that for the Alabama Counseling Association.

ARTICLE IV

DUES

Annual dues for the Alabama Division of the American Rehabilitation Counseling Association shall be \$2.00.

ARTICLE V

MEETINGS OF THE MEMBERSHIP

Section I. Membership Control.

The members shall be responsible for conducting the affairs of the Alabama Division of the American Rehabilitation Counseling Association. Each member shall have one vote. Members may delegate to the Executive Board the authority and responsibility for administering affairs of the Alabama Division of the American Rehabilitation Counseling Association by vote of the membership at the annual business meeting.

Section II. Meetings.

At the call of the President, the Alabama Division of the American Rehabilitation Counseling Association shall hold at least one regular business meeting annually and such other meetings as the Executive Board may deem necessary. The annual meeting shall be held in conjunction with the annual training conference of the Alabama Counseling Association during the time and place set by the Alabama Counseling Association for divisional membership meetings.

Section III. Notice of Meetings.

Advanced notice of meetings shall be given to members through newsletter and registration materials mailed to each member by the Alabama Counseling Association.

Section IV. Quorum.

Members in attendance at the annual, divisional business meeting during the Alabama Counseling Association annual training conference shall constitute a quorum for the transaction of business.

Section V. Method of Voting.

Voting may be by voice or hand count. A majority may request a secret ballot. There shall be no voting by proxy. Officers and Executive Board members shall be elected during this annual business meeting.

Section VI. Authority to Hold Meetings by Mail.

When matters of business require the action of a special meeting of the membership at a time not deemed feasible, such meetings may be held by mail if called by majority action of the Executive Board for such a meeting.

Section VII. Procedure.

ROBERTS RULES OF ORDER REVISED shall govern all Alabama Division of the American Rehabilitation Counseling Association meetings.

ARTICLE IV
EXECUTIVE BOARD

Section I. Powers.

The powers of the Alabama Division of the American Rehabilitation Counseling Association shall be vested in and the business of the association conducted by the Executive Board subject to the limitations of the by-laws. The Executive Board has the following powers:

- a. To carry out the purposes of the Alabama Division of the American Rehabilitation Counseling Association
- b. To authorize the use of the name of the Alabama Division of the American Rehabilitation Counseling Association
- c. To obligate the Alabama Division of the American Rehabilitation Counseling Association by signing of notes, orders, or promises to pay

Section II. Members of the Executive Board.

The Executive Board shall consist of the President, President-Elect, Treasurer, Secretary, and immediate past-President.

Section III. Method of Filling Vacancies.

If a vacancy occurs in the Executive Board by reason of death, resignation, or moving from Alabama, the remaining members of the Board shall elect a successor. If the President of the Alabama Division of the American Rehabilitation Counseling Association becomes unable to serve for any reason, the President-Elect will assume Presidency for the remainder of that term as well as their full elected term.

ARTICLE V

OFFICERS

Section I. Elected Officers.

The elected officers of the Alabama Division of the American Rehabilitation Counseling Association shall be President, President-Elect, and Secretary-Treasurer. President-Elect shall be elected one year in advance of assuming the office of President.

Section II. Elections and Term of Office.

Officers shall be elected by majority of members present at the annual business meeting. The President-Elect shall automatically become President following his tenure of office as President-Elect.

Section III. Duties.

The duties of the elected officers shall be those usually pertaining to such positions including, President: shall preside over meetings of the membership and the Executive Board, shall have all powers consistent with the office as may be confirmed by the Executive Board and by-laws and shall be an ex-officio member of all committees. President-Elect: in the absence of the President, shall assume all duties of the President. Secretary-Treasurer: the secretary shall keep minutes of the organization and have custody of all funds and securities of the Alabama Division of the American Rehabilitation Counseling Association.

Section IV - Vacancy of the Office of President

If the office of President is vacated, the President-Elect automatically becomes President. If the office is vacated for a second time, the Executive Board shall elect one of its members to serve the remainder of the year.

ARTICLE VI

ELECTIONS

Section I. Time of Elections.

Elections of officers shall be by vote at the annual business meeting during the annual training conference of the Alabama Counseling Association.

Section II. Method of Voting.

Voting may be by raised hand or voice vote or, if voted by a majority of members present, by secret ballot.

ARTICLE VI

CONFLICTING BYLAWS

Any section of these by-laws which is in conflict with the Alabama Counseling Association or the American Rehabilitation Counseling Association shall be considered invalid and inoperative.

ARTICLE VII

AMENDMENTS

Section I. Method of Amending.

The Constitution and By-Laws may be amended at any regular meeting of the Association by voice or hand ballot.

Adopted November 23, 1988.