

KALHD
Kansas Association of Local Health Departments

Constitution

Article I – Name

The name of this organization shall be The Kansas Association of Local Health Departments, hereafter designated as the Association.

Article II – Objective

The objective of this association shall be the promotion of public health at the local level (City and County) in Kansas by the strengthening of local health departments.

Article III – Membership

A member shall be a local health department engaged in the delivery of public health services at the local level of less than statewide scope whose annual assessments have been paid. The department shall be represented by a designated person from the member department.

Article IV – Representatives

The local health office and/or chief administrator of the local health department shall be the recognized representative(s) of member departments to the Association unless otherwise delegated by the member department.

Article V – Officers, Board of Directors and Executive Committee

Section 1. The officers of the Association shall be as follows:

- a. President
- b. President-Elect
- c. Secretary-Treasurer
- d. Past-President

Section 2. Board of Directors shall be as follows:

- a. Officers of the Association
- b. Six District Representatives
- c. Two members-at-large

Section 3. Officers of the Association will be selected from representatives from member departments.

Section 4. Prior to the annual meeting, the President shall appoint a Nominating Committee consisting of three representatives and charged with recommending the name of at least one representative for each elective office. Following the Nominating Committee's report at the annual meeting, the President shall call for any additional nominations from the floor prior to the election. Election shall be determined by majority vote of active members voting.

Prior to the annual meeting, each KALHD district with an out-going district representative shall elect a representative and alternate for a two-year term, either at a district

meeting or by mail ballot. In the event any district does not elect a representative by 30 days prior to the annual meeting, the Nominating Committee shall recommend at least one candidate for representative and one for alternate, to be voted on at the annual meeting. If the district representative is unable to attend a Board of Directors meeting, the district shall be represented by the alternate.

Section 5. In case of a vacancy in any elective office, the Board of Directors shall appoint a qualified representative to serve for the unexpired term.

Section 6. The terms of all officers shall be for one year, from annual meeting to annual meeting of the Association, with the exception of District Representatives and the members-at-large, who will serve two-year overlapping terms.

Section 7. The officers, members-at-large and district representatives shall constitute the Board of Directors which shall be the governing body of the Association and shall conduct the affairs for the Association in a legal fashion in accordance with the provisions of the constitutions and by-laws.

Section 8. The Executive Committee shall consist of the officers of the Association and shall act only in the absence of a regular meeting of the Board of Directors. In no case shall the Executive Committee act without the consent of the Board of Directors.

Article VI – Amendments

All proposed amendments to the **Constitution** shall be submitted in writing to the Board of Directors, which at its discretion may bring them before the mid-year and annual meeting of the Association. The Board of Directors must do so when the written request is signed by at least 20% (one fifth) of the members. A two-thirds affirmative vote of the members present and voting at said meeting shall be required for adoption of an amendment. All proposals for amendments to be acted upon at the mid-year and annual meeting shall be distributed to the membership at least thirty days prior to that time.