

ARTICLE VI - MEETINGS

SECTION 6.01

The Association shall meet as often as necessary, but at a minimum, once per year. The first meeting following the change of fiscal year shall be designated the annual meeting and will normally coincide with the annual conference of the Association.

SECTION 6.02

Meetings shall be held at a time and place designated by the Board of Directors.

SECTION 6.03

Due notice in writing of the time and place of regular meetings shall be given at least 30 days in advance, and provide a tentative agenda to all members.

SECTION 6.04

The final agenda for all meetings of the Association must provide for adequate time to be allocated to conducting the business sessions of the Association.

SECTION 6.05

A quorum for a meeting of the Association shall consist of members from a least five different employing units as described in Article III, Section 3.02 of the Bylaws of the Association.

SECTION 6.06

The order of business of the annual meeting shall include:

1. Installation of Officers.
2. Presentation of Financial reports.
3. Presentation of Committee reports.
4. Presentation of Amendments to bylaws.
5. Call for Old business.
6. Call for New business.

SECTION 6.07

Roberts Rules of Order, Revised, shall be the authority on parliamentary procedure at all meetings of the Association.

SECTION 6.08

An agenda listing both old and new business to be discussed must be available to all members of the Association.

ARTICLE VII - SPECIAL INTEREST GROUPS

Special interest groups may be established as an arm of the Association organization subject to the following limitations:

SECTION 7.01

Representatives of a minimum of five employing institutions must petition the Board of Directors requesting permission to establish a special interest group and stating the objectives of the special interest group.

SECTION 7.02

The special interest group must agree to operate within the regulations established by the Association.

SECTION 7.03

The final decision on the establishment of the Association Special Interest Group shall be made by the Association Board of Directors.

ARTICLE VIII - AMENDMENTS TO CHARTER AND BYLAWS

SECTION 8.01

The Charter of the Association may be amended by two-thirds (2/3) vote of the members present at the annual meeting. The proposed amendment must be presented in writing to each member at least 15 days in advance of the meeting.

SECTION 8.02

Bylaws may be amended by a majority vote of members present at an annual meeting provided notice has been presented to each member. (Per guidelines of Section 8.01)

ARTICLE IX - ASSOCIATION RECORDS

SECTION 9.01

All records of the Association kept in the ordinary and usual course of business shall be available for the inspection of any citizen of Florida in compliance with State Regulation Ruling 98.3.

8/9/94