



Constitution

and

Bylaws

CONSTITUTION
Pennsylvania Three Rivers Chapter
of the
American Association of Healthcare Administrative Management

ARTICLE I - NAME

The name of this organization shall be the Pennsylvania Three Rivers Chapter of the American Association of Healthcare Administrative Management (Pennsylvania Three Rivers AAHAM).

ARTICLE II - MISSION STATEMENT

AAHAM is the leading resource for the healthcare revenue cycle community, dedicated to providing unparalleled education, certification, advocacy, and career development.

ARTICLE III - SUBORDINATE ORGANIZATION OF NATIONAL AAHAM

Pennsylvania Three Rivers AAHAM is a subordinate organization and local Chapter of National AAHAM.

ARTICLE IV - PURPOSE AND OBJECTIVES

The purpose of the Pennsylvania Three Rivers Chapter of the American Association of Healthcare Administrative Management shall be to:

- A. Promote and encourage the recognition of health care administrative management as an integral part of financial management throughout the health care industry.
- B. Encourage the implementation of effective and efficient business and receivables management, policies, and procedures in the health care industry.
- C. Stimulate and encourage the exchange of information among the membership.
- D. Develop and encourage the implementation of programs for the purpose of furthering the education and increasing the knowledge of the membership in the health care industry.
- E. Develop and implement such programs as may add to the knowledge and encourage the development of persons new to health care industry.
- F. Establish non-discriminatory standards of performance and professional conduct for persons who participate or are involved in the management of health care administrative services of any health care facility or related field conducting business in the health care industry.
- G. Cooperate with other healthcare organizations, institutions, other related agencies, third party payers, and the general public.

ARTICLE V - MEMBERSHIP

- A. A member shall be an individual associated with healthcare administrative services.
- B. Membership shall be on an individual basis not on an institutional basis.
- C. Membership shall be defined by the Bylaws.

ARTICLE VI – MANAGEMENT

- A. The affairs of the Pennsylvania Three Rivers AAHAM shall be directed by the Executive Committee and the Board of Directors.
- B. Establishment and implementation of Chapter policies and programs shall be the responsibilities of the Executive Committee and the Board of Directors.
- C. Pennsylvania Three Rivers AAHAM shall not discriminate against any member or applicant for membership because of race, creed, color, national origin, political affiliation, sex, age, or handicap in the performance of its purpose and activities.

ARTICLE VII - PERSONAL LIABILITY OF OFFICERS AND DIRECTORS

An Officer or Director of Pennsylvania Three Rivers AAHAM shall not be personally liable to Pennsylvania Three Rivers AAHAM or its members for monetary damages as such including without limitation, any judgment, amount paid in settlement, penalty, punitive damages or expense of any nature (including without limitation, attorney's fees and disbursements) for any action taken, or any failure to take any action, unless the Officer or Director has breached or failed to perform the duties of his or her office provisions of law and the breach or failure to perform constitutes self-dealing, willful misconduct or recklessness.

ARTICLE VIII – MEETINGS

General, Annual and/or special meetings of the Pennsylvania Three Rivers AAHAM shall be held as provided for in the Bylaws.

ARTICLE IX- BYLAWS

The Bylaws of the Pennsylvania Three Rivers AAHAM shall be its governing laws subject to this Constitution.

ARTICLE X – AMENDMENTS

- A. Any of the membership of the Pennsylvania Three Rivers Chapter may propose a change to the Constitution. It shall be in writing and shall be submitted to the Board who shall place it on the agenda of the next scheduled Board Meeting.
- B. The Board of Directors shall, by a majority vote, determine if the changes shall be submitted to the membership for a vote.

- C. Notification shall be in writing and shall inform the membership of the Article(s) to be changed.
- D. The Article(s) to be changed shall be submitted to the membership in their existing form and in the form of the proposed change.
- E. Amendments, repeals, or additions shall be voted upon only during general or special meetings of the Pennsylvania Three Rivers Chapter of AAHAM.
- F. A two-thirds (2/3) vote of the members voting is required for any change to the Constitution to be adopted.

ARTICLE XI - TRANSFER OF ASSETS ON DISSOLUTION

In the event of the sale or dissolution of the Pennsylvania Three Rivers AAHAM, the Board of Directors is authorized to pay all outstanding debts and obligations of the organization. If after payment of the debt there exist any assets, the use of any surplus funds for private inurement to any person is prohibited, and the Board shall appoint the President as Trustee over these assets and shall grant the authority and power to the Trustee to do any of the following:

- A. To organize and establish a new chapter under the American Association of Healthcare Administration Management
- B. To transfer all assets to the American Association of Healthcare Administrative Management with direction to the National Executive Committee to establish a new chapter in this area within one (1) year
- C. To transfer the assets to the American Association of Healthcare Administrative Management with direction of the National Executive Committee that the funds be designated for a scholarship under their program, the recipient of which to be a resident of the Pennsylvania Three Rivers AAHAM service area.

BYLAWS
Pennsylvania Three Rivers Chapter
of the
American Association of Healthcare Administrative Management

ARTICLE I - MEMBERSHIP

Section 1
Qualifications

- A. Application for membership shall be made in writing on an application furnished for that purpose. A completed application form must accompany the applicant's dues payment.
- B. Chapter President shall have the final authority to determine the eligibility of an individual for membership. Eligibility for membership shall be consistent with the ethical standards and requirements of this organization.
- C. Membership shall not be transferable from individual to individual. A member who changes employment shall continue membership for the remainder of the year for which dues have been paid.

Section 2
Life Membership

The Board of Directors may, from time to time, confer the status of Life Member upon an individual to recognize his or her outstanding contributions and meritorious services to the Chapter. All persons so designated prior to the adoption of these Bylaws shall have such Life Membership continued. A Life Member shall be exempt from Chapter membership dues.

Section 3
Retired Membership

Members retired from healthcare will be entitled to full benefits and services provided by the Chapter.

Section 4
Student Membership

- A. A student member shall be an individual currently taking a minimum of six (6) credits per semester or the yearly equivalent of twelve (12) credits. Proof of credit hours is required before student membership status will be granted.
- B. Student members are not eligible for voting privileges, holding office, or certain professional Certification.

ARTICLE II - DUES AND FEES

Section 1

Dues

- A. Annual membership dues shall be for fiscal year beginning January 1, the amount(s) of which shall be established by the Board of Directors.
- B. Dues should be paid no later than March 1 of the fiscal year in order to retain a continuous membership status.
- C. The Board of Directors may prorate the annual dues amount for new members only. New applications for membership accompanied by the proper amount of dues received after the first day of the last quarter of the membership year shall constitute payment for the remaining portion of the membership year and for the following membership year.
- D. Membership fee for retired healthcare members will be waived.

Section 2

Fees

Member and guest fees for educational meetings or programs shall be established by the Vice-President and the Education Chair and/or Education Committee.

Section 3

Hardship Policy

The Board may on a case-by-case basis discount or altogether forgive membership dues and/or program attendance fees in financial hardship cases due to a temporary condition.

ARTICLE III – VOTING

Section 1

Eligibility

All members in good standing, except students, shall have the right to vote. Proxy voting may not be used for issues voted upon by the general membership. Presently, issues voted on by the general membership are elections, Constitution and Bylaw revisions, and special meetings as defined elsewhere.

Section 2

Votes In Elections

- 1. Voting shall be cast by electronic mail on an official election ballot.
- 2. A system of e-mailing the ballots and receiving the votes shall be designated to maintain the security and secrecy of the ballots and votes.
- 3. Ballots must be e-mailed or mailed to the membership at least thirty (30) days prior to the return date specified on the ballot.

4. Ballots shall be counted only if received electronically or postmarked by the return date specified on the ballot.
5. All votes shall be kept for a minimum of thirty (30) days after the election results are announced in case recounts are required or other questions are raised.
6. Winning candidates receiving most votes need not attain a simple majority of votes cast.

Section 3

Majority

All matters except as otherwise specified in this Constitution and Bylaws shall require a simple majority of those voting.

ARTICLE IV – MEETINGS

Section 1

General Membership/Educational Meetings

There shall be at least three (3) scheduled general membership/educational meetings of the Chapter during the calendar year, the scheduling and designation of sites for which will be determined by the Vice President and Education Chair and/or Education Committee and approved by the Board of Directors.

Section 2

Bi-Annual Meeting

A Bi-Annual Meeting of the membership will be held in conjunction with the first scheduled general membership/educational meeting of each new Presidential term. The President, elected Officers and Committee Chairs will provide the membership with a status report on activities.

Section 3

Special Meetings

Special meetings of Three Rivers AAHAM may be called by either the President, by a majority of the Board of Directors, or by not less than ten (10) of the voting eligible membership.

Section 4

Notice of Meetings

- A. Notice of scheduled meetings shall be communicated to the membership in writing and be given at least thirty (30) days prior to the scheduled date.
- B. In the case of a special meeting, reasonable notice shall be given to the membership and with the purpose of the meeting stated.

ARTICLE V- EXECUTIVE COMMITTEE

Section 1 Composition of the Executive Committee

The Executive Committee shall consist of the Officers of the Chapter.

Section 2 Officers

There shall be four (4) Officers of Pennsylvania Three Rivers AAHAM. They shall be President, Vice President, Secretary and Treasurer.

ARTICLE VI - QUALIFICATIONS FOR ELECTED OFFICERS

Section 1 Election of Officers

The Officers of the Chapter shall be proposed by the Chairman of the Board. The election of a President, Vice President, Secretary and Treasurer shall be determined by votes cast for each office. If there are no nominations for either the Secretary or Treasurer, the position may be combined to Secretary/Treasurer. If feasible, results of the election of Officers shall be announced at the Fall Conference following the election.

Section 2 Qualifications for President

The office of President can only be assumed by Chapter members who are National members.

Section 3 Qualifications for Vice President, Secretary and Treasurer

All members of the Chapter, except student members, can be eligible to assume the offices of Vice President, Secretary, and Treasurer.

ARTICLE VII - POWERS AND DUTIES OF ELECTED OFFICERS

Section 1 Duties of the President

President shall preside at general membership/educational and special meetings of the Chapter and at meetings of the Executive Committee and the Board of Directors. The President shall review and decide appointments to all committees and be an ex officio member of all committees, standing and special. The President shall execute policy and provide leadership to the Chapter. The President shall consult with the Board of Directors and keep them fully informed so that the programs and activities of the

Chapter may be coordinated and accomplished. The President shall strive during his/her term of office to guide the Chapter so as to meet the objectives outlined in the Chapter's Constitution.

Section 2

Duties of the Vice-President

Vice President shall perform the duties of the President in the President's absence. Vice President is the officer in charge of the Education Committee and will oversee any other committees and perform other duties as assigned by the President.

Section 3

Duties of the Treasurer

Treasurer shall be responsible for all monies of the Chapter and for all income and disbursement of these monies due and payable to and/or by the Chapter. Disbursements from Chapter bank account shall require signatures of two Officers. The Treasurer shall cause to be deposited all funds in an account in the name of (Pennsylvania) Three Rivers Chapter of The American Association of Healthcare Administrative Management in a depository approved by the Board of Directors. The Treasurer may reimburse approved expenses for the business of Three Rivers AAHAM as authorized by the Board. The Treasurer shall be responsible for budget development and for financial reporting including the submission to the Board of Directors at each of its meetings, but not less than quarterly, a year-to-date balance sheet and profit and loss statement. A current financial statement shall be provided to the membership at least annually. The Treasurer shall furnish all financial records as needed for the conducting of the annual review of Chapter financial records and for the annual filing of the Chapter's federal nonprofit corporation Form 990 as required by the Internal Revenue Service. The Treasurer shall be the officer in charge of any committees and perform other duties as assigned by the President. The Treasurer shall be bonded if so directed by the Board.

Section 4

Duties of the Secretary

Secretary shall keep, or cause to be kept, full minutes of all meetings of the membership, Executive Committee and Board of Directors. The Secretary shall give, or cause to be given, notices of all meetings of the membership, of the Executive Committee and the Board of Directors. The Secretary will oversee any committees and perform other duties as assigned by the President.

ARTICLE VIII - TERM OF ELECTED OFFICE

The term of office shall commence January 1. The President and Vice President shall be elected for and serve a term of two (2) years and may serve two (2) consecutive terms in the same office. All other officers are not subject to the term limitations.

ARTICLE IX - EXECUTIVE COMMITTEE AND BOARD OF DIRECTORS VACANCIES

- A. If an elected member of the Executive Committee prior to assuming office fails to meet the qualifications necessary to hold that office, the office shall be declared as vacant.
- B. Once an elected member of the Executive Committee has assumed office, he/she shall be allowed to complete the term of office despite a change in employment status or job responsibility.
- C. If any member of the Executive Committee or the Board of Directors is unable to perform the duties and/or obligations of his/her office or Board position, or fails to perform the duties and/or obligations of his/her elected office or Board position, or engages in conduct that reflects negatively upon the Executive Committee, Board, or Chapter, the elected office or Board position shall be declared as vacant by majority written vote of the remaining members of the Board of Directors for removal.
- D. The Board of Directors shall by majority vote elect an eligible successor to fill the unexpired term of a vacated Executive Committee Office.
- E. The President shall appoint an eligible successor to fill the unexpired term of a vacated Board of Directors position.

ARTICLE X - POWERS AND DUTIES OF THE BOARD OF DIRECTORS

Section 1 Powers of the Board

The Board of Directors shall have charge of the general affairs, funds, and properties of Pennsylvania Three Rivers AAHAM. The Board shall be empowered to contract on behalf of the Chapter and shall direct and oversee the operation of the Chapter to ensure efficient, effective, and appropriate use of Chapter resources in carrying out its mission, goals, and objectives.

Section 2 Duties of the Board

The duties of the Board shall be to establish policy and the programs of Pennsylvania Three Rivers AAHAM.

Section 3 Qualifications for Board Members

- A. Any Chapter member, except student members, can qualify to serve on the Board of Directors.

Section 4 Composition of the Board of Directors

- A. The Board of Directors shall consist of the four (4) elected offices, the immediate Past President of the Chapter who shall serve as Chair of the Board and a minimum of five (5) members appointed by the Chapter President. If the immediate Past President is not available to serve as

Chair, the Board shall elect any Past President or, if no Past Presidents are available, a Board member.

- B. The Board composition shall be representative of the Chapter membership.

Section 5

Meeting of the Board of Directors

The Board of Directors shall meet at least four (4) times a calendar year at such times and locations which shall be designated by the President. The President shall notify the Board of Directors at least ten (10) days prior to each meeting.

Section 6

Attendance Requirements

Members of the Board of Directors are expected to attend all Board meetings and are required to attend seventy-five (75) percent of all Board meetings in any given year.

Section 7

Quorum

The majority of the active voting Board members shall be required to convene a meeting of the Board.

Section 8

Majority

A majority vote of those present at a Board of Directors meeting shall be required for passage of any business.

ARTICLE XI – INDEMNIFICATION

- A. For purposes of this Article, a Covered Person shall be defined as a Chapter Officer, Board member, or person serving on a Committee. Covered Persons shall be indemnified against expenses, judgments, fines, and amounts paid in settlement in connection with any action (civil or criminal), suit, or proceeding as a direct result of the Covered Person's official capacity as a representative of the Chapter. Such indemnification extends only to situations allowed by applicable law and where the Covered Party is not otherwise indemnified (including any indemnification protection that might be provided by National AAHAM). Indemnification does not extend to a Covered Person, if that person committed any crime or civil wrong that caused the claim or legal action against the Chapter or any other Covered Person. In order for a Covered Person to be indemnified it must be determined that the alleged wrong falls within a particular statute or regulation. For this purpose, the Board by majority vote of a quorum consisting of Board members not parties to such action, suit or proceeding may, and on request of any such person shall be required to, determine in each case whether the applicable standards of indemnification have been met. Such determination shall be made by independent legal counsel

if such quorum is not obtainable, or even if obtainable a majority vote of quorum of disinterested Board members so direct. Indemnification applies only to those acts or omissions which are done in the scope and course of the person's duties as an Officer or a member of the Board, Committee, or as a designated representative of Pennsylvania Three Rivers AAHAM.

- B. Expenses incurred by a Covered Person in defending a civil or criminal action, suit or proceeding shall be paid by the Chapter upon presentation of invoices identifying expenses and costs. As a condition for payment, the Covered Person must agree to repay such amount if it is ultimately determined that such person is not entitled to be indemnified by the Chapter. In the event the covered person is successful in the action or suit and by virtue of that is paid any costs or expenses, the Covered Person shall reimburse the Chapter for any of the advanced costs or expenses.
- C. The obligations of the Chapter to indemnify a Covered Person under this Article, including the duty of advance expenses, shall be considered a contract between the Chapter and such Covered Person and no modification or repeal of any provision of the sections shall affect, to the detriment of the Covered Person, such obligations of the Chapter in connection with a claim based on any act or failure to act occurring before such modification or repeal.
- D. The indemnification and payment of expenses provided by this Article shall not be deemed exclusive of any right to which an indemnified Covered Person may otherwise be entitled, and shall inure to the benefit of the heirs, executors, and administrators of any such person.
- E. The Board shall have the power to (i) authorize the Chapter to purchase and maintain at the Chapter's expense insurance on behalf of the Chapter and others to the extent that power to do so has not been prohibited by applicable law, (ii) create any fund of any nature, whether or not under the control of a trustee, or otherwise secure any of its indemnification obligations and (iii) give other indemnification to the extent not prohibited by statute.

ARTICLE XII - COMMITTEES

Section 1

Nominating/Voting Committee

The Nominating/Voting Committee shall consist of three (3) members, one of which is the Chairman of the Board of the organization. The Chair shall select the other two (2) members. The Committee shall report directly to the President.

Section 2

Membership/Chapter Development Committees

It shall be the purpose of the Membership/Chapter Development Committee to enhance membership growth, development, and recruitment.

Section 3

Education Committee

The Education Committee shall be responsible for developing, promoting, and assisting with providing for the educational needs of the Chapter. The Education Committee shall coordinate such programs as will foster the educational goals, purposes, and objectives of the Chapter.

Section 4
Communications/Web Committee

- A. The Communications Committee shall be responsible for all publications of the Chapter. The Communications Committee shall coordinate and prepare the material for all Chapter publications and is responsible for developing or promoting publications policies in accordance with the goals and objectives of the Chapter. Publication can be defined as any communication given to our membership, or any other organization, via hard copy, website, email, etc.
- B. The Communications Committee shall be responsible for overseeing the maintenance and development of the Chapter website.
- C. The Communications Committee shall ensure that the Chapter website prominently displays the AAHAM logo along with identification of Pennsylvania Three Rivers Chapter.
- D. The Communications Committee shall maintain current information on Officers, Board Members and Committee Chairs, Corporate Partners, and sponsorship information.
- E. The Communications Committee shall maintain timely information on Chapter activities/calendars, education programs and meeting dates, certification information and Chapter membership application.
- F. The Communications Committee shall ensure that the Chapter website provides a link to the National AAHAM website and National membership application.

Section 5
Constitution and Bylaws Committee

- A. The Constitution and Bylaws Committee shall report to the President and shall be responsible for keeping abreast of National AAHAM Constitution and Bylaws, continually reviewing Chapter Constitution and Bylaws, and making recommendations to the Board of Directors for changes/amendments.
- B. The Committee shall also study, consider and recommend to the Board of Directors any proposed Constitution and Bylaws changes submitted by either a member of the Board of Directors or any member of the Chapter.
- C. The Chair shall be Legal Counsel and shall act as Parliamentarian of the Chapter during Board of Directors and Chapter meetings.

Section 6
Certification Program Committee

- A. The Certification Program Committee shall continually review, update, and monitor certification programs and testing dates and keep the Board of Directors and Chapter membership informed of such programs.
- B. The Certification Program Committee shall be responsible for developing, coordinating, and implementing Certification study classes and recruiting qualified instructors.
- C. The Certification Program Committee shall also be responsible for arranging for local testing sites, testing materials, and proctors.

Section 7
Finance Committee

- A. The President shall appoint the Chair of a Finance Committee. The Chair cannot be the Treasurer; however, the Treasurer shall serve as ex officio non-voting member of the Committee.
- B. It shall be the responsibility of the Finance Committee to review Chapter financial records immediately following the close of the fiscal year and certify to the Board that Chapter expenditures were made in compliance with the Board directives.
- C. The Finance Committee shall be responsible for reviewing budget projections and performance, financial procedures, and make recommendations to the Board.

Section 8
Government Relations Committee

The Government Relations Committee shall be responsible for monitoring and keeping the Board and general membership abreast of legislative changes affecting healthcare administrative management.

Section 9

Section 9
Corporate Partners Sponsorship Committee

The Corporate Partners Sponsorship Committee shall be responsible for developing programs designed to enhance membership growth, recruitment, and support from corporate colleagues.

Section 10
Public Relations Committee

The Public Relations Committee shall function as a liaison on behalf of the Chapter to formally recognize professional and personal accomplishments of our membership as well as personal hardships experienced.

Section 11
Award Committee

- A. The Award Committee shall function as an ad hoc Committee appointed by the President each year that the Board of Directors decides to present the Chapter Excellence Award to a Chapter member for outstanding involvement in Chapter activities and accomplishments in the administrative health care community.
- B. The Award Committee shall consist of the Chapter Officers.
- C. The Award Committee shall submit requests for award nominations to the membership. Chapter Officers are not eligible for nomination or selection.
- D. The Award Committee shall recommend to the Board of Directors for final approval the name of the Chapter member selected to receive the Three Rivers AAHAM Chapter Excellence Award.
- E. The term of office for the Award Committee membership shall be for that particular award year only.

Section 13
Scholarship Committee

- A. The Scholarship Committee will be responsible for overseeing the administration of the Chapter's scholarship program to include directing related fundraising activities, receiving scholarship applications, and making recommendations to the Board for final approval of award recipients.
- B. The Scholarship Committee shall be comprised of the Chair of the Board who shall serve as Committee Chair, The President, and the Treasurer.

Section 14
Other Committees and Assignments

- A. The President of Pennsylvania Three Rivers AAHAM shall have the authority to appoint special committees and/or assign special tasks to members for appropriate study and action relative to the objectives of the Chapter.
- B. Subject to the Constitution and Bylaws, the President shall have authority to make appointments to all Committees.

Section 15
Committee Chairs

- A. Committee Chairs shall be appointed by the President.
- B. Committee Chairs may appoint additional committee members as needed to assist in committee activities.

Section 16
Term in Office

Unless otherwise specified in the Bylaws, the term for all Committee and Chair memberships shall expire at the end of the Presidential term, or until their successors are appointed, whichever is later.

ARTICLE XIII - CODE OF CONDUCT

- A. For the purpose of fulfilling its objectives and purposes, the Officers, the Board of Directors and the members shall recognize and adhere to the Code of Conduct established by the American Association of Healthcare Administrative Management.
- B. Each Officer, Board member and Chapter member shall accept this Code as representing the minimum level of conduct required.
- C. The Board is further empowered to review the Code from time to time as it sees fit in order to amend, modify, clarify and augment the Code or any of its provisions or parts thereof so as to maintain and achieve the highest standards of professionalism, integrity and competence upon which this Chapter was organized.

ARTICLE XIV - NATIONAL BOARD MEETING ATTENDANCE

The Chapter President is expected to attend at least two (2) National Board meetings annually, one being the ANI, subject to approval of the expenditures by the Chapter Board of Directors. Should the President be unable to attend the National Board meetings, the Chapter Board of Directors may appoint the Vice President, and if not available then may appoint another Chapter national member as a delegate to attend in place of the President.

ARTICLE XV- AMENDMENTS

The Bylaws of the Pennsylvania Three Rivers AAHAM may be amended, repealed, or added to in the following manner:

- A. Any of the membership of the Three Rivers Chapter may propose a change to the Bylaws. It shall be in writing and shall be submitted to the Board who shall place it on the agenda of the next scheduled Board Meeting.
- B. The Board of Directors shall by a majority vote determine if the change shall be submitted to the membership for a vote.
- C. Notification shall be in writing and shall inform the membership of the Articles(s) to be changed.
- D. The Article(s) to be changed shall be submitted to the membership in their existing form and in the form of the proposed change.
- E. Amendments, repeals or additions shall be voted upon during regular or special meetings of the Pennsylvania Three Rivers Chapter of AAHAM, or via email ballot.
- F. A two-thirds (2/3) vote of the members voting is required for any change to the Bylaws to be adopted.

ARTICLE XVI - Legal Counsel

- A. The President shall appoint a qualified attorney-at-law to serve as Legal Counsel of the Chapter. Legal Counsel must be a member of the Chapter. He/she shall receive no compensation for services provided to the Chapter. Legal Counsel may be reimbursed for any budgeted and/or approved travel or out-of-pocket expenses incurred.
- B. Legal Counsel will act as Parliamentarian of the Chapter.
- C. Legal Counsel will be retained for a period of up to two (2) years, until the end of the term of the appointing President.

ARTICLE XVII - NATIONAL CONSTITUTION AND BYLAWS

- A. National AAHAM Constitution and Bylaws serve as a model for Three Rivers Chapter Constitution and Bylaws and may be consulted for guidance in matters not addressed in Chapter Constitution and Bylaws.
- B. The Chapter Constitution and Bylaws are subordinate to the National Constitution, Bylaws, and Code of Ethics.
- C. The Board of Directors of Pennsylvania Three Rivers AAHAM shall be required to review and approve Chapter Constitution and Bylaws every Presidential term.