Please note, many items have been rearranged in order to better organize the BCMS Constitution and Bylaws. All original language has been included, but may not be in its original location. All additions are in italics and underlined, and all deletions are struck-through.

BRONX COUNTY MEDICAL SOCIETY

CONSTITUTION

&

BYLAWS

Revised: January 2015
Constitution & Bylaws

Article I. The name and title of this organization/corporation shall be the Bronx County Medical Society, and hereafter shall be referred to as the BCMS. The seal of the BCMS shall be

Article II. PURPOSE, MISSION AND VISION STATEMENT

The Bronx County Medical Society, BCMS provides outstanding leadership in Medicine by promoting excellence and innovation in clinical care, education, and public policy. The objectives and purposes of the Bronx County Medical Society, BCMS shall be:

• To foster the highest possible medical and ethical standards.
• To extend medical knowledge and disseminate new knowledge that leads to prevention, diagnosis, and treatment of diseases.
• To support the education of physicians and other health care professionals concerned with investigating, diagnosing and treating diseases and as well as advancing medical science through research.
• To promote friendly interactions among doctors of medicine and to protect them against imposition.
• To actively engage with the community in the preservation and improvement of public health and to establish and guide public policies on the causes, diagnosis and management of diseases and disorders.
• To advocate for physicians concerned with science, clinical medicine and health care delivery and to secure the passage and enforcement of just laws and regulations to protect patients and physicians.
• To encourage broad-based support from industry in order to fulfill the society's scientific and educational missions.
• To enlarge and diversify the membership of the Society's.
• To enlighten and direct public opinion in regard to the problems of medicine regarding medical issues.
• To promote collaboration with other medical societies regarding patient care, public health and other scientific issues.
• To foster contact, collegiality and collaboration among members and within the community.

Article III. Membership

Section 1. There shall be eight classes of membership of the Society, the BCMS:


Section 2. All licensed doctors of medicine in good moral and professional standing shall be eligible for membership by fulfilling the requirements set forth in the Constitution and Bylaws, as well as any student enrolled in a medical school in or a resident of New York State.

Chapter I. Membership

Section 3. All membership, except for Student, shall be limited to graduates of New York State recognized medical or osteopathy schools, or a medical school in a foreign country recognized by the NYS Department of Education.

Article I. Determination

Section 4. The annual dues of the Bronx County Medical Society, BCMS shall be a sum determined by the Comitia Minora and approved by the Society, BCMS at the Annual Meeting. The dues or assessments of
Section 1. Membership in Society of the State of New York Section, the First District Branch, and the Medical Society of the State of New York.

Section 2. A Doctor of Medicine or Osteopathy in good moral and professional standing, actually residing or having an office in Bronx County, duly recognized in accordance with the law, and duly licensed graduates in medicine engaged in teaching or in scientific research in subjects allied to medicine in a reputable institution, college, laboratory or hospital situated in Bronx County, shall be eligible for active membership in the Bronx County Medical Society (BCMS), the First District Branch, the Medical Society of the State of New York, hereafter MSSNY, and the American Medical Association, by fulfilling the requirements for admission of members.

Section 3. Candidates applying for membership shall agree to abide by the Constitution and Bylaws and the principles of professional ethics governing this Society.

Section 4. Application for active membership shall be made on a form as may be authorized at the time by the Medical Society of the State of New York MSSNY. It shall be signed by the applicant and endorsed by two active members in good standing who are not officers of this Society. Such application shall be filed with the Secretary of the BCMS, together with payment of the initiation fee and the dues and assessments shall be included for the current year of this Society, the BCMS and of the medical society of the state of NY MSSNY. Any active member of the Medical Society of the State of New York MSSNY may become an active member of this Society upon transfer of membership from such other county society in accordance with the Bylaws of the Medical Society of the State of NY MSSNY, but only if, at the time of said transfer, he or she has established an actual residence or principal office in Bronx County which shall be verified by the Censors of this Society Secretary of the BCMS.

Section 5. Each application for membership, if complete and in proper form, shall be promptly sent by the Secretary to the Board of Censors, which shall investigate the candidate, and transmit its report together with the application to the Comitia Minora. The secretary shall forward the reports of the Board of Censors together with the applications before the Comitia Minora at its next meeting. The name and address of all applicants together with the college and year of graduation and the names of the endorsers approved by the Board of Censors shall be read to the Comitia Minora at its next meeting and the President shall declare such applicant a member, provided, however, that before such declaration is made any member of the Comitia Minora may demand a ballot on the applicant’s election. An affirmative vote of two-thirds of the votes cast by the Comitia Minora shall be necessary to elect. The candidate need not be present at the Comitia Minora meeting to be elected to the membership.

Section 6. The Secretary shall forward the information on from the Board of Censors, together with all applications, before to the Comitia Minora at its next meeting. The name and address of each applicant finally approved by the Comitia Minora shall be announced in a subsequent notice of the regular meeting of the Society as a recommendation for election to membership. At said meeting, the President shall declare the applicant a member, provided, however, that before such declaration is made any member may demand in writing, if not present, a ballot on the applicant’s election. An affirmative vote of two-thirds of the votes cast shall be necessary to elect. The candidate must be present at the Society meeting to be elected to membership.

Section 7. Candidates duly elected must qualify as members by signing the Constitution and Bylaws of the Bronx County Medical Society, the First District Branch, and the Medical Society of the State of New York.

Section 8. A copy of the application of each member elected must be sent to the Secretary of the Medical Society of the State of New York MSSNY within ten days after a candidate has been elected to membership in the County Society, the BCMS.
Article VII. Section 6. Affiliate Membership
An affiliate member shall be a physician who has been a member of the Bronx County Medical Society, BCMS and MSSNY (other than life or honorary) and relocates to another part of the United States. Such a member shall pay annual dues only to the Bronx County Medical Society, BCMS in an amount determined by the Comitia Minora and shall receive none of the rights and privileges of membership except receipt of the Society, BCMS's official publication. The requirements of MSSNY Bylaws pertaining to Affiliate membership must be met before Affiliate membership is approved.

Section 7. Associate Membership
Any active member of a sister, another county society who wishes to attend meetings and network with colleagues may join the Bronx County Medical Society, BCMS. Such a member shall pay annual dues only to the Bronx County Medical Society, BCMS in an amount determined by the Comitia Minora and Dues amount is determined by the Comitia Minora. An Associate Member shall receive none of the rights and privileges of membership except receipt of the Society, BCMS's official publication. Prior to granting associate membership to any member, the BCMS must verify with MSSNY that the applicant currently holds active membership in another county in the State of New York.

Article III. Section 8. Honorary Membership
Section a. Doctors of Medicine or Osteopathy of exceptional eminence, residing and practicing outside of the Bronx County, may be elected honorary members of the Bronx County Medical Society, BCMS to a number not exceeding twenty-five.

Section b. Honorary members shall be proposed to the Society, BCMS by the Comitia Minora at the Stated meeting in March and shall be elected at the Annual Meeting in May. The affirmative vote of a majority of the members present at the Annual Meeting shall be necessary and sufficient for election. Not more than three honorary members shall be elected annually.

Section c. Honorary Members shall be exempted from dues and assessments but they shall not be entitled to vote or hold office, and they shall have no right or title to any property, benefits or privileges of the Bronx County Medical Society, BCMS, the First District Branch, or the Medical Society of the State of New York, MSSNY.

Article II. Section 9. Life Membership
Section a. An active member who has completely withdrawn from the active practice of medicine and has been a member of the Society, BCMS in good standing for ten or more consecutive years prior to the age of sixty-seven years or continues in the active practice of medicine and have been a member of the Society for ten or more consecutive years prior to the age of seventy-two or an active member in good standing for ten consecutive years or more who is permanently disabled and have been a member of the Society for ten or more consecutive years may apply for life membership.

Section b. A member desiring to become a life member must apply in writing to the Secretary of the Society, the BCMS.

Section c. Life members shall not be subject to dues or assessments but shall be accorded all the rights and privileges of active membership.

Section d. Life members shall remain members of the Bronx County Medical Society, BCMS notwithstanding their removal from the State of New York, membership in MSSNY.

Article IV. Section 10. Medical Student Membership
A medical Student member shall be an individual enrolled in a recognized medical or osteopathic school in the United States who is pursuing a course of study leading to the degree of Doctor of Medicine or Doctor of Osteopathy, and who attends medical school or maintains a residence in Bronx County. This includes those enrolled in a continuous dual degree program.
Article V

Section 11. Post-Graduate Membership

A Post-Graduate Member shall be an individual who resides in Bronx County and holds a medical school diploma from a school in the United States or Canada, or holds a medical diploma and certification by the Educational Commission for Foreign Medical Graduates but has not yet entered residency training or been employed as a physician in New York State. No individual may be a member in the post-medical graduate category for more than three years.

Section 12. Resident and Fellow Membership

A Resident and Fellow Member shall be an individual who graduated from a New York State Department of Education recognized medical or osteopathic school who is in a residency or fellowship training program and/or resides in Bronx County. A Resident and Fellow Member will be allowed to participate with full rights and privileges in any meeting. Dues and assessments for member in this category shall not be more than one-tenth the amount levied on all other active members. Resident and Fellow Membership with full rights and privileges shall also be open:

a. for one year after graduation from medical school who has not immediately entered a residency program
b. for one year after a Resident or Fellow has resigned from a residency program to look for a new residency position in a different field or hospital
c. for one year after a Resident or Fellow has resigned from a residency program for a personal or medical leave of absence
d. for the duration of a structured educational program taken within or immediately following residency or fellowship training.

Section 12. Retired Membership

A retired member, shall be those individuals who have fully retired from the practice of medicine, irrespective of age. In order to qualify for retired membership, the physician must have been an active full dues paying member in good standing for at least twenty-five years.

Section 13. Good Standing

a. A member whose dues or assessments for the current year are unpaid on the first of February, May first, or who are under suspension, are not in good standing. He/she shall not be eligible for nomination, election or appointment to any official position of the Society, nor shall he/she be entitled to vote or to receive notices, publication or privileges of the Society, BCMS until his/her dues are paid.

b. A member whose dues and assessments are unpaid after the first of March, June first of any current year, and upon reasonable notice to such member by the County Medical Society, the BCMS or the Medical Society of the State of New York, MSSNY, shall automatically be dropped from the rolls of membership of both his County Medical Society, the BCMS and the Medical Society of the State of New York, MSSNY, without further action on the part of either the County Society, the BCMS or the Medical Society of the State of New York, MSSNY, and upon such date, he/she shall cease to be a member of both the County Society, the BCMS and the Medical Society of the State of New York, MSSNY.

Resignations

Section 14. All resignations shall be in writing and shall be sent to the Secretary and shall be placed, by the Secretary, and forwarded to the Comitia Minora at its first meeting after their receipt. All members submitting resignations shall continue to be members of the Society, BCMS until the Comitia Minora accepts such resignation. If accepted, the member thereby severs all connection with the Bronx County Medical Society, the BCMS, the First District Branch and the Medical Society of the State of New York, MSSNY, and relinquishes all right and title to any share in their property, benefits and privileges. Section 2. No resignation shall be accepted from a member owing dues, or assessment or under charges. Members shall be deemed to be under charges when, pursuant to the Bylaws, written charges against such members have been received by the President of the Society.

Article IV

Section 15. Transfers

When a member in good standing moves to another county, the member’s name shall be transferred, as requested, to the roster of the component Medical county society of the county to which he/she moves without cost to the member, provided that a certificate has been filed with the Secretary of said Society, signed by the President and Secretary of the Society, as to the member good standing in this Society, and
provided the member application for membership has been acted upon favorably by the members of the society of the county to which he has moved.

Article XV. Removal from State
Section 16. When a member, other than a life member or affiliate member, as set forth in the Bylaws, moves from the State of New York permanently, the member shall cease to be a member of the Bronx County Medical Society, BCMS, and shall forfeit all rights and title to any share in the privileges and property of the said Society, BCMS, of the First District Branch and the Medical Society of the State of New York, MSSNY.

Article XVI
Section 17. Reactivation of Membership
a. Any former member who resigned or was resigned from membership in good standing, wishing to reactivate his/her membership, may do so by applying for re-election to membership and submitting the dues and assessment for the current year. The Board of Censors shall ascertain if the applicant for re-election or reinstatement is properly registered and still maintains either an office or a residence in Bronx County. The Board of Censors shall submit a recommendation for re-election to the Comitia Minora for approval.

Section 2. b. A member who has been dropped for non-payment of dues may be reinstated to membership upon payment of the dues, and assessment for the year in which he was dropped as well as payment of dues and assessment for the current year.

Section 3. c. If the applicant for re-election or reinstatement has been resigned from the Bronx County Medical Society, BCMS for more than five years, he shall be required to update the application filed at the Society, BCMS office.

Article XVII
Section 18. Automatic Cessation or Suspension of Membership
Any member (a) who shall be convicted in a court of law of a felony or other crime evincing moral turpitude, or (b) who shall have his or her license to practice medicine in the State of New York revoked or annulled by final action of any court or other authority of competent jurisdiction, shall cease to be a member of the Bronx County Medical Society, BCMS, and Any member who shall have his or her license to practice medicine in the State of New York suspended for any period by final action of any court or other authority of competent jurisdiction, shall be suspended from rights and privileges of membership in the Society, BCMS for the same period.

Section 19. Certificate
The following shall be the form of the Certificate of Membership:

This is to certify that, ____________________is a member of the Bronx County Medical Society, incorporated in the year one thousand nine hundred fourteen.

In testimony whereof, we have affixed our hand and the seal of the society, this ______day of ________20_____

_________________________________President
_________________________________Secretary

Junior Members
Section 1. Junior Members shall be those members who have been graduated from medical college not more than five calendar years, not counting temporary United States Military of United States Public Health Service, or who have not completed their continuous residency training and licensed by the State of New York or who are students in Accredited Medical Schools.

Section 2. Doctor of medicine in good moral and professional standing, actually residing or have an office in Bronx County, duly licensed in accordance with the law, and duly licensed graduates in medicine engaged in teaching or in scientific research in subjects allied to medicine in a reputable institution college, laboratory or situated in Bronx County, shall be eligible for junior membership in the Bronx County Medical Society, the First District Branch, the Medical Society of the State of New York, MSSNY, and the American Medical Association, by fulfilling the requirements for admission of members.

Section 3. No applicant shall be eligible to membership if his diploma or license be of a sectarian character, unless the applicant declares in writing his or her abnegation of sectarian titles and affiliations.
Section 4. Candidates applying for membership shall agree to abide by the Constitution and Bylaws and the Principles of Professional Conduct of the Medical Society of the State of New York, MSSNY governing this Society.

Section 5. Application for junior membership shall be made on such form as may be authorized at the time by the Medical Society of the State of New York, MSSNY. It shall be signed by the applicant, and endorsed by two active members in good standing who are not officers of this Society. Such application shall be filed with the Secretary, together with payment of the initiation fee (if any) and the dues and assessments of the Bronx County Medical Society and the dues and assessment for the current year of the Medical Society of the State of New York, MSSNY. Any active member of any other component county medical society of the Medical Society of the State of New York, MSSNY may become an active member of this Society upon transfer of membership from such other Society in accordance with the Bylaws of the Medical Society of the State of New York, MSSNY; but only if, at the time of said transfer, he or she shall have established an actual resident, a principal office, or a hospital affiliation in Bronx County. The question of such residence or principal office shall be verified by the Censors of this Society.

Section 6. Candidates duly elected must qualify as members by signing the Constitution and Bylaws of the Bronx County Medical Society, the First District Branch and the Medical Society of the State of New York, MSSNY; they may become active members at any time during the period of allocated time deferment by paying the dues and assessments to their respective county and state societies.

A junior member will automatically become an active member of his county and state societies upon the expiration of the allocated time, and the payment of the current active membership dues and State Society assessments; or he may resign from membership in the Society and apply for Active membership at a later date.

A junior member shall be privileged to attend all meetings of this Society, where they shall have a voice in all discussions but no vote. They shall not have the privilege of holding office in the Society. They shall be entitled to receive the Bronx County Bulletin, the New York State Journal of Medicine and the News Letter, but not the Medical Directory of New York State.

Section 7. A copy of the application of each member must be sent to the Secretary of the Medical Society of the State of New York, MSSNY within ten days after a candidate has been elected to membership in the County Society.

Article VI
Adjunct Member
An adjunct member shall be a non-physician employed full-time by a physician member of the Society for a period of no less than six months. Such a member shall pay annual dues only to the Bronx County Medical Society in an amount to be determined by the Comitia Minora.

Adjunct members shall be accorded all the rights and privileges of active membership in the Bronx County Medical Society, but shall not vote, nor hold office, and shall serve on committees in an advisory capacity only. They shall be entitled to receive continuance of health, accident and major medical expense insurance through the Society and publications as approved by the Comitia Minora on an annual basis.

Article IV
Officers
Section 1. The elected officers shall be a President, President-Elect, Vice-President, Secretary, Treasurer and Immediate Past President, Six Censors, Five Trustees and the Chairmen of the Committees on Medical Economics, Legislation, Public Health & Community Medicine, Medicaid, Public Relations, Adjudication-Mediation, Peer Review, Medical Insurance Review and Legal Medicine.

Section 2. All officers, except as provided otherwise in these Bylaws, shall be elected by ballot at the Annual Meeting of the Bronx County Medical Society, BCMS in May. They shall assume office on the first of June. They shall serve for one year or until their successors have been duly chosen. The President-Elect shall assume the office of President on the first day of the second July following his election as President-Elect.

Section 2. Any elected officer who is unable, unwilling or incapable to perform the duties of his/her office or fails to attend three consecutive four out of eight meetings of the Comitia Minora without valid excuse, shall be removed by a two-thirds vote of the Comitia Minora and the position filled in accordance with the Bylaws, relieved of his/her position, and this position shall be filled in accordance with the Bylaws and Constitution.

Section 3. All officers shall, upon completion of their term of office, deliver, without delay, all funds, books, manuscripts, vouchers and other property of the Bronx County Medical Society, BCMS in their possession to their legally constituted successors.

Section 4. No elected officer shall be eligible for more than five consecutive years in the same office, except the Delegates to the Medical Society of the State of New York, MSSNY upon whom no limitations shall be placed.

Section 5. President
Section 1. It shall be the duty of the President to preside at all meetings of the Bronx County Medical Society, BCMS and of the Comitia Minora, and to prepare a program for the meetings of the Bronx County Medical Society, BCMS, with the aid of the Program Committee and the approval of the Comitia Minora.

Section 2. The President shall appoint the members of all standing and special committees except as otherwise provided. The President shall, at the first meeting of the Comitia Minora after taking office, nominate members of the various committees, and upon approval of the same by a majority of the Comitia Minora he/she may appoint the respective nominees to office. No nominee of whom the majority of the Comitia Minora disapproves shall be appointed by the President to any standing or special committee. Only members in good standing shall be eligible.

Section 3. The President shall appoint a Chair and Secretary from the member of the Nominating Committee. The President shall appoint three inspectors of elections when elections are held.

Section 4. The President shall call special meetings of the Society at the written request of the majority of the Comitia Minora, or of fifty members of the Society. He/she shall call meetings of the Comitia Minora at his/her discretion or at the written request of six of its members.

Section 5. The President shall sign certificates of the Delegates to the State Society and such other papers as the Society or the Comitia Minora shall direct. He shall not sign any warrant upon the treasury except at the direction of the Board of Trustees.

Section 6. The President shall enforce the laws of the Bronx County Medical Society, BCMS and perform such other duties as shall pertain to the Office of the President.

Section 7. He shall, at the request of the Board of Trustees, countersign all checks and orders for withdrawing funds of the Society.

Article II

Section 6. President-Elect

In the absence of the President, or at his/her request, the President-Elect shall perform the duties of his/her office. In the event of the death, resignation, removal, incapacity or refusal of the President to act, the President-Elect shall automatically take his/her place. He/she shall be an ex-officio member of all committees except as provided in the Constitution.

Article III

Section 7. Vice-President

The Vice-President shall be an ex-officio member of all committees except as provided in the Constitution. In the temporary absence of the President and President-Elect or at their request, the Vice-President shall perform the duties of the President.

Article IV

Section 8. Secretary

Section 1. The Secretary shall perform the duties pertaining to the office, together with those prescribed by the laws of the State and the edicts of the State Society, MSSNY, and shall be answerable to the Comitia Minora. He shall have charge of the archives and all property except money. Clerical assistance, when necessary, shall be provided him. The duties of the secretary must be in accordance with the Bylaws of MSSNY.

Section 2. He shall take and preserve minutes of the meetings of the Society and of the Comitia Minora, shall conduct the correspondence, shall issue all notices of meetings, shall notify candidates of their election and members of their appointment on committees or of their election to office. He shall supply applicants for membership with the necessary blanks. He shall keep a roster of the members with their addresses, the colleges from which they graduated, the date of their licenses to practice in this State and such other information as may be deemed useful. He shall forward a copy of the roster of officers and members and the list of Delegates to the Secretary of the Medical Society of the State of New York at least thirty days before the date of its Annual Meeting. He shall receive the applications, dues and State assessments of applicants for membership, and upon their election transmit all such moneys to the Treasurer of the Society. He shall certify and affix the Seal of the Society to the credentials of all delegates.

Article V

Section 9. Treasurer

Section 1. a. The Treasurer shall collect and receive, oversee the collection of all dues, State Society MSSNY assessments and other funds due the Society, BCMS. He/she shall be accountable therefore to the Comitia Minora, the Trustees and to the Society, BCMS at such times as he/she shall be ordered to give account by any such body. He/she shall keep proper books, records and accounts which shall, at all times, be open for examination by the Comitia Minora or its representatives and by the Trustees or their
representatives. He shall deposit the funds of the Society in its name in such depositories as shall be named by the Trustees. His/her account and funds shall be subject to audit annually by a certified public accountant or at any time at the request of the Board of Trustees. The duties of the treasurer must be in accordance with the Bylaws of MSSNY.

Section 2. No money shall be drawn from the treasury except for such purposes as shall have been recommended by the Society or as shall be deemed necessary and proper and recommended by the Comitia Minora to provide for the successful conduct of the business and the furthering of the objects and purposes of the Society, and in each case as approved or modified by the Trustees, and in manner prescribed by the Constitution.

b. The Treasurer shall serve a term of three years.

Section 3. c. In September on January first of each year, the Treasurer shall oversee the mailing to each member of bills for his/dues and assessments for all members, excluding life members, as of that date for the ensuing year ending December 31. On May first, he/she shall notify all members of their arrears. Upon payment of the County Society-BCMS dues and the State assessment, he/she shall give each member a proper receipt.

d. Annually, the Treasurer shall render a statement, prepared by a certified public accountant, summarizing the receipts and disbursement of his/her office, after such statement has been presented to the Comitia Minora and to the Trustees.

e. All checks and all orders withdrawing funds from any bank, trust company or other financial institution shall be signed by any two of the following: the President, the Treasurer, the Chairman of the Board of Trustees and the Executive Secretary.

Section 5. Prior to May first of each year, the Treasurer shall remit to the Treasurer of the Medical Society of the State of New York the per capita assessments of all paid-up members, as voted by the House of Delegates.

Section 6. Clerical assistance, when necessary, shall be furnished by the Comitia Minora.

f. All monies received by the Treasurers, the Comitia Minora, the Treasurer or other agent or representative either the Treasurer or the Executive Director of the Society-BCMS shall be paid to the Treasurer of the Society-BCMS. The Trustees shall approve the bond of any officer or employee as to amount form and surety and shall employ a certified public accountant licensed by the State of New York to audit the account of the Treasurer and of such other officers of the Society, as they shall deem necessary.

Section 10. Excepting a vacancy in the office of President, all vacancies in elective offices shall be filled by the Comitia Minora until the next Annual Meeting when an election for such vacancy shall be held.

Article V. Comitia Minora
The Comitia Minora shall be composed of the following members: officers and shall be the Board of Directors of the Society-BCMS:

- Immediate Past President
- President
- President-Elect
- Vice-President
- Secretary
- Treasurer
- Chairmen of the Board of Censors
- Chairmen, All members of the Board of Trustees
- Chairmen of the Committees on:
  - Adjudication-Mediation
  - Education and one representative from the
  - Legal Medicine
  - Legislation
  - Medicaid
  - Medical Economics
  - Medical Insurance Review and
  - Peer Review
  - Publications
• Public Health & Community Medicine
• Public Relations
• Women in Medicine

**Chair of the Young Physicians' Section**

The members of the Board of Trustees, exclusive of the Chairman who shall have a vote, and the appointed Chairman of the Committee on Publications shall attend meetings of the Comitia Minora with voice but without vote.

**Comitia Minora**

Section 1. The Comitia Minora shall be the Board of Directors of this Society, BCMS and it shall have the powers incident to such responsibility, except as otherwise provided in the Constitution and Bylaws. All standing and special committees and commissions, and all officers, agents, and employees, shall be amenable answerable to the Comitia Minora. Except where otherwise enjoined, all appointive bodies, officers and agents, shall report annually to the Comitia Minora and as otherwise directed, and shall be subject to its investigation, and they shall not take action upon any matter nor assume any duties or powers not specified in these Bylaws, without the approval of the Comitia Minora.

Section 2. The Comitia Minora shall meet regularly once a month, with the exception of June, July, August and December, and at such other times as business may require.

Section 3. The order of business of the Comitia Minora shall be as follows:
- The reading of the minutes of the last stated and special meetings of the Comitia Minora for approval
- Minutes of the last stated and special meetings of the Society for the information of the Comitia Minora
- Correspondence
- Resignations and reinstatements
- Report of the Board of Censors
- Report of the Treasurer
- *Report of the MSSNY Councilor*
- Report of Special and Standing Committees
- Unfinished Business
- New Business
- Adjournment

Section 4. The President shall call a special meeting of the Comitia Minora whenever he/she shall deem it necessary, or when requested in writing by six of its members.

Section 5. The Comitia Minora shall direct committee chairmen to submit annual reports, which shall be published in the July-August-an issue of the Bulletin.

Section 6. The Comitia Minora shall present a report of its own proceedings for the year, together with the names of the attending and absent members, and if it shall appear that any member of the Comitia Minora has been absent from three four meetings in succession, without having given a satisfactory reason, he/she shall be ineligible for office for the ensuing year.

Section 7. It shall make the necessary arrangements for the meetings and business of the Society-BCMS and perform such other duties, as the Society-BCMS shall direct.

Section 8. The Comitia Minora shall prepare and submit to the review the budget submitted by the Board of Trustees on or before the last day of December in each year-by the thirtieth of May. The budget will setting forth the estimated expenses of operations of the Society-BCMS for the ensuing calendar year, and the Board of Trustees may prepare and submit further recommendations respecting to the expenditure of funds or the incurring of liabilities by the Society-BCMS as, from time to time, the Comitia Minora may deem necessary or advisable. Expenditures may be made and liabilities incurred by order of the Comitia Minora pursuant to such budget or to such further recommendations of the Comitia Minora or to recommendations of the Society-BCMS at any meeting but only as approved or modified in each case by the Trustees.
Section 9. It shall be the duty of the Comitia Minora to take cognizance of offenses by members of the Society BCMS, which shall be laid before it by the Censors, and to impose or to recommend to the Society BCMS such discipline, as in its judgment, the offenses demands.

Section 10. The Comitia Minora shall have the power to appoint representatives to any medical or scientific societies except as provided otherwise in the Bylaws.

Section 11. The Comitia Minora shall fill vacancies in any elective office at the first meeting ensuing after the vacancy becomes established, except where otherwise provided.

Section 12. A quorum of the Comitia Minora shall consist of six members, two of whom shall be officers. Each individual committee shall establish its own quorum annually which is to be approved by the Comitia Minora. A recommended guideline for committees shall be one-third of the membership of the committee.

Section 13. Any member of the Comitia Minora, including officers, who is unable, unwilling or incapable to performing the duties of his/her office or fails to attend three consecutive four out of eight meetings of the Comitia Minora from September through May without valid excuse, shall be removed by a two-thirds vote of the Comitia Minora and the position filled in accordance with the Bylaws, relieved of his/her position, and this position shall be filled in accordance with the Bylaws and Constitution of the BCMS.

Section 14. No member shall serve in two positions on the Comitia concurrently, with the exception of the Immediate Past President, who also serves as a member of the Board of Trustees, however he/she will have only one vote.

Section 15. All members who are nominated or are to be reelected to the Comitia will be contacted prior to the convening of the Nominating Committee to confirm a desire to serve.

Article VI. Board of Trustees

Section 1. The Board of Trustees shall consist of the Past Presidents for each of the last five consecutive years. The members of the Board of Trustees, exclusive of the Chairman shall have a vote.

Section 2. The retiring President shall automatically become a Trustee for five consecutive years commencing on the first of June. There shall be five Trustees and each retiring President shall become Chairman during the last year of his/her five-year term. A majority of the Board of Trustees shall constitute a quorum. In the event that the retiring Past President is unable to serve as Chairman, the Past President next in line for retirement shall become the Chairman to the completion of his/her term.

The retiring President shall automatically become a Trustee for five consecutive years commencing on the first of June. There shall be five Trustees and each retiring President shall become Chairman of the Board of Trustees during the last year of his/her five-year term. A majority of the Board of Trustees shall constitute a quorum.

Section 2. The Trustees shall be the custodians of all the real and personal property of the Society BCMS and shall meet at least four times annually.

Section 3. All members of the Board of Trustees shall be voting members of the Comitia Minora. The other members shall attend the meetings of the Comitia Minora with voice but without vote.

Section 4. The Trustees may make rules and regulations for their own government, consistent with the Constitution and Bylaws of the Society BCMS.

Section 4. They shall keep a journal of the proceedings of their meetings, together with the names of the attending and absent members, and shall make a report of their proceedings in the July-August issue of the Bulletin.

Section 5. They shall use all donated funds and property only as specified by the donors.

Section 5. The Trustees shall control all expenditure of money, and no disbursements may be made except upon their written order, oversee all financial matters. They shall examine the budget prepared by the Comitia Minora and shall approve or modify the same.
Section 7. The Trustees, in the expenditure of money, shall be at all times subject to the direction of the Society, upon vote of three-fourths of those present and voting at a regular meeting, provided written notice of such contemplated action shall have been sent the membership of the Society at least five days prior to the meeting at which action is taken.

Section 8. It shall be the duty of the Trustees to supervise and direct the Treasurer in the investment of the permanent funds of the Society, and to report the investments and the condition of the funds and property aforesaid, to the Comitia Minora, when requested, and annually to the Society.

Section 6. A majority of the Board of Trustees shall constitute a quorum.

Section 7. In the event of the inability of one of the past-presidents on the Board of Trustees to serve, the vacancy shall be filled by the Comitia Minora to complete the unexpired term.

Article VII. Board of Censors

The Board of Censors shall consist of six members who shall be selected in accordance with the Bylaws of this Society.

Section 1. The Board of Censors shall be comprised of four members nominated by the nominating committee. Two members of the Board of Censors shall be nominated each year to serve a term of two consecutive years and shall assume office on the first of June of the year they are elected. All shall be elected by ballot at the Annual Meeting of the BCMS in May.

Two censors of the six comprising the Board of Censors shall assume office on June 1st of each year to serve a term of three consecutive years. One shall be elected by ballot at the annual meeting of the Society in May, and one shall be the immediate Past President.

Section 2. The Censors, after their election and before the first regular meeting of the Comitia Minora, shall organize by electing a Chairman and Secretary, and shall report the fact of their organization to the Comitia Minora. The Chairman shall be a member of the Comitia Minora. They shall keep proper minutes of their proceedings and report thereon monthly to the Comitia Minora, or when directed, and shall make a report in the July–August issue of the Bulletin, which report shall have first been submitted to the Comitia Minora.

Section 3. The Board of Censors shall meet previous-review prior to each regular meeting of the Comitia Minora to consider applications for membership and such other business as may be referred to it. They shall examine credentials and investigate the professional and personal character of each applicant for admission to membership and shall report thereon to the Comitia Minora at its next regular meeting. If they are satisfied that any registration is illegal or of doubtful character, they shall promptly report such to the Comitia Minora and take such further action as the Comitia Minora may direct.

Section 4. The counsel of the Society shall act as counsel for the Board of Censors when deemed necessary by its Chairman.

Section 5. Any breach or infraction of any of the terms or provisions of the Principles of Professional Conduct of the Medical Society of the State of New York, or of any other rule, regulation or resolution of the Medical Society of the State of New York, or of the Society respecting the membership of the Society and binding upon such membership, and any breach or infraction of any of the terms or provisions of the Bylaws of the Society shall be cause for discipline.

If the majority of the Censors shall be of the opinion that the charges are well founded, they shall serve a copy of them upon the accused and call for his attendance before the Censors at a given date. The accused may be represented by counsel. Any member failing to obey a summons of the Board of Censors without satisfactory excuse shall be liable to discipline.

Section 6. No member shall be disciplined without the privilege of a hearing by the Board of Censors and a conviction by a three-fourths vote of the Comitia Minora.

Section 7. After investigating the charges, of the Censors shall report their findings to the Comitia Minora at its next meeting. The Comitia Minora shall then consider the report, and if it finds the charges proved, it may discipline the accused.

Section 8. The accused may appeal from the action of the Comitia Minora to the Society, which shall consider the charges at a special meeting, convened for the purpose, at which only members in good standing shall be present.

Any member who shall have been directed to suffer discipline in any degree by any final decision of this Society and who shall have exhausted his right of appeal, if any, within this Society, feeling aggrieved at such action, shall have the right to appeal from such final decision to the Medical Society of the State of New York, as provided in the Constitution, Bylaws and resolution of that Society with respect to such appeal.

Section 9. When charges are brought against a member of the Board of Censors, the accused shall not act as a Censor until the charges have been disposed of.
Section 10. There shall be three degrees of discipline: (1) censure, (2) suspension from the rights and privileges of membership and (3) expulsion from membership. The Comitia Minora, by a three-fourths vote of the members present at the meeting at which action is taken, may direct that any member found liable to discipline by it, as provided, shall suffer the discipline of censure or of suspension from the rights and privileges of membership and may prescribe the duration, terms and condition of such discipline as it deems proper. If a member so found liable to discipline shall suffer the discipline of expulsion. In the event that the Society in any such case shall fail to direct that the accused shall suffer the discipline of expulsion, the matter shall be remanded to the Comitia Minora for such further action, not inconsistent with such action by the Society, as the Comitia Minora may deem proper. The imposition of discipline, however, whether of censure, suspension from the rights and privileges of membership or expulsion from membership shall be stayed until the accused either (1) shall have exhausted each and every of his remedies upon appeal to the Society and the Medical Society of the State of New York or (2) shall have failed after thirty days to give due notice of and to perfect any such appeal which at the time shall be available to him. The Comitia Minora, upon such terms and conditions as it may prescribe, may suspend the imposition of the discipline of censure or of suspension from the rights and privileges of membership.

Section 11. The Comitia Minora shall furnish clerical assistance, when necessary.

Section 12-4. A majority of the Board of Censors shall constitute a quorum.

Article VIII. Delegates to the MSSNY House of Delegates

Section 1. There shall be as many delegates to the House of Delegates, hereafter HOD, of the Medical Society of the State of New York, MSSNY as shall be permitted by the Society, the BCMS under the provisions set forth in the Bylaws of the New York State Medical Society, MSSNY. In addition, there shall be an equal number of Alternate Delegates.

Section 2. Delegates and Alternate Delegates shall be elected to a two-year term, with the possibility of being reelected for additional terms. The remaining half of the approximately one half of the allotted number of Delegates and Alternates to the Medical Society of the State of New York, MSSNY or as near as may be, shall be elected by ballot at each annual meeting and serve as a delegate during the year of his or her presidency.

Section 3. In the event that a delegate also holds a position in MSSNY which gives him/her the right to vote in the MSSNY HOD, his/her position as a Bronx County delegate shall be filled by an alternate delegate chosen by the Comitia Minora yearly.

Section 4. All Delegates from the Society, BCMS shall obey and perform the duties prescribed by the laws of the State Society and Constitution and Bylaws, resolutions and instructions of the State Society, MSSNY. A failure to faithfully carry out the same shall subject the Delegate to the forfeiture of his/her office.

Section 5. It shall be the duty of the Delegates to organize by the election of a Chairman and Secretary prior to the annual meeting of the State Society, MSSNY HOD to receive the instructions of the Society, the BCMS.

Section 6. The Delegates shall, through their Chairman and Secretary, report their action to the Society, the BCMS at the next stated meeting following the meeting of the State Society, MSSNY HOD. Their report shall contain the number and names of the Delegates who attended, and such other matters as may be necessary, or shall have been ordered by the State Society, MSSNY or the Society, the BCMS.

Section 7. A majority of the Delegates shall constitute a quorum.

Section 8. Vacancies in the list of Delegates and Alternates to the Medical Society of the State of New York, the MSSNY HOD shall be filled at the next Annual Meeting of the Society, BCMS after such vacancy shall occur, except as provided in Article IV, of this Chapter. In the event that a Delegate is aware that he/she will not be able to attend the MSSNY HOD at least one month prior to the MSSNY HOD, an Alternate Delegate shall be appointed by the Comitia Minora. If a Delegate is aware that he/she will not be able to attend the MSSNY less than one month prior to the MSSNY HOD, all Alternate Delegates must be notified via email as soon as the Delegate notifies the BCMS of his/her inability to attend. An Alternate will be chosen to replace the absent Delegate at the first meeting of the delegation on the Friday of the
MSSNY HOD by the Delegates present at that meeting. No Alternate Delegate shall serve as Delegate for more than one consecutive year except in the event that no other Alternate is available to serve. In the event of the failure of the Society to fill such vacancy, the Comitia Minora shall elect a Delegate to fill the unexpired term, but the vacancies due to the absence of Delegates from a meeting of the House of Delegates may be temporarily filled by members of the Society present at the meeting, by the majority vote of the Delegates present.

Article IX. Standing Committees
Section 1. The standing committees of the Society shall be:
- The Comitia Minor
- Committee on Adjudication-Mediation
- Bylaws
- Education Committee
- Committee on Legal Medicine
- Committee on Legislation
- Committee on Medicaid
- Committee on Medical Economics
- Committee on Medical Insurance Review
- Nominating
- Committee on Peer Review
- Committee on Publications
- Public Health & Community Medicine
- Committee on Public Relations
- The Program Committee
- Women in Medicine Committee

Section 2. The Comitia Minora shall be comprised of the officers set forth in Article V of the Constitution.

Section 2. All Committees, with the exception of the Nominating Committee, shall consist of a chair and at least two members.

Section 11. The Adjudication-Mediation Committee shall consist of a chairman and as many members as he requires.
Section 16. The Education Committee shall consist of a chairperson and as many members as he/she requires.
Section 3. The Committee on Legal Medicine shall consist of a chairman and as many members as he requires.
Section 4. The Committee on Legislation shall consist of a chairman elected by the Society and at least five members.
Section 14. The Committee on Medicaid shall consist of a chairman and as many members as he requires.
Section 5. The Committee on Medical Economics shall consist of a chairman elected by the Society and at least five members.
Section 12. The Committee on Medical Insurance Review shall consist of a chairman and as many members as he requires.
Section 10. The Nominating Committee shall consist of the elective officers of the Society, the delegates and alternate delegates to the State Society House of Delegates and an equal number of members (as there are elective officers) nominated at the October and elected at the December stated meeting annually.
Section 9. The Peer Review Committee shall consist of a chairman elected by the Society and at least five members.
Section 7. The Committee on Publications shall consist of a chairman elected by the Society and at least three members.
Section 6. The Committee on Public Health & Community Medicine shall consist of a chairman elected by the Society and at least five members.
Section 5. The Committee on Public Relations shall consist of a chairman elected by the Society and at least five members.
Section 8. The Program Committee shall consist of the President and at least three members.
Section 15. The Women in Medicine Committee shall consist of a chairwoman and as many members as she requires.

Section 17. Special Committees may at all times be organized upon the recommendation of the President and approval of the Comitia Minora.

Section 4. The majority of a committee shall constitute a quorum.

Section 5. All Committees shall report to the Comitia Minora.

Article IX.
Section 6. Adjudication-Mediation Committee
Section a. The Adjudication-Mediation Committee shall meet as often as it is necessary to hear and dispose of the complaints submitted to it. It shall have the power to call before it the accused doctor or doctors of medicine. It shall conduct informal hearings on all complaints presented to it and shall notify the complainant and the accused to attend the hearings. The parties to the complaint may be heard
separately or together at the discretion of the Committee. By majority opinion of the Committee, all complaints shall be disposed of in the presence of the complainant and the accused doctor or doctors of medicine and a report thereon shall be made at the next meeting of the Comitia Minora.

Section b. Any member failing to obey a summons of the Adjudication-Mediation Committee without satisfactory excuse shall be liable to discipline.

Section 3. The presence of any meeting of the majority of the members of the Adjudication-Mediation Committee shall constitute a quorum.

Article XIII.
Section 7. Bylaws Committee
a. The Bylaws Committee shall convene yearly in October to review any necessary changes to the BCMS Constitution and Bylaws of the Society.

b. These proposed changes will then be brought to the Comitia Minora at the January meeting.

Section 8. Committee on Education Committee
Section a. The Committee on Education Committee shall be concerned with the following areas:

- Accreditation for continuing education programs of the BCMS,
- Evaluation of teaching materials relating to the aims of the BCMS,
- Evaluation of the educational programs of the BCMS,
- Evaluation of educational programs related to the aims of the BCMS.

Section b. The committee on Education Committee programs and budgets require the advanced approval of the Comitia Minora.

Section 9. Committee on Legal Medicine
Section a. The Committee on Legal Medicine is established to serve as an educational and research resource for physicians in the BCMS. The Committee will meet at least two times annually, and a quorum shall consist of the Chairman and two members.

Section b. The scope of jurisdictions will include such contemporary issues that are deemed suitable for study by the Comitia Minora. Issues might include matter relating to professional and product liability, duties that are owed to patients, and third parties, duties to report to agencies, patients’ rights, patient protection, safety and risk management, health law, hospital liability, forensic sciences, quality of testimony presented by expert witnesses, access to health care, genetic screening and counseling, compensation for human subjects injured in the course of clinical research, usage of life sustaining apparatus, definition of death controversy, emergency medical service, poison health care, treatment of insanity, parenthood by proxy, bioethics, standards of care, standards of practice, computer usage in decision-making, DNR (“do not resuscitate”) orders, issues involving regulatory agencies, and other matters, which intersect with fields of Medicine and Law including criminal and civil proceedings.

Section c. The Committee will report its activities to the Comitia Minora and will serve as the coordinating mechanism for forums in law and medicine co-sponsored by the BCMS and the Bronx County Bar Association, or other organizations that share a similar educational interest.

Section 10. Committee on Legislation
Section a. The Committee on Legislation shall be the action committee of the BCMS regarding legislation. The committee shall obtain information of all pending Federal, State and Municipal measures affecting the medical profession and the public health.

Section b. The Committee on Legislation shall, upon the direction of the Comitia Minora or the BCMS, and in accordance with the Constitution and Bylaws of the Medical Society of the State of New York, MSSNY, employ all honorable means in its power to carry out the wishes of the BCMS in regard to the bills pending in the Legislature.
Section 3. The Committee on Legislation, through its Chairman, shall make reports of its activities as follows:

1. To the Comitia Minora at each meeting thereof.
2. To the Society, whenever the Society calls for a report upon a given topic; and when, in the judgment of the Committee, it is desirable to present a report to the Society so as to disseminate information on a given subject to the membership of the Society.

Section 4. The presence at any meeting of a majority of the members of the Committee on Legislation shall constitute a quorum.

Section 11. The Committee on Medicaid

The Committee on Medicaid will address Medicaid related issues when they arise.

Article V. Section 12. Committee on Medical Economics

Section a. The Committee on Medical Economics shall keep itself informed regarding the economic aspects of the practice of medicine in Bronx County and generally throughout the county, to the end that the Comitia Minora and the Society BCMS may be cognizant of economic conditions, developments and trends in the practice of medicine and the public health in relation to governmental agencies, hospitals, clinics, commercial organizations and other institutions.

Section b. This Committee in the line of its duty may hold public meetings for the purpose of ascertaining current opinion on the economic aspects of medical practice or on any given subject related thereto. Further, it may hold meetings for the discussion of any topics properly coming within the scope of its duties.

Section c. This Committee shall keep a record of its reports, hearings, surveys and data. These records are the property of the Society BCMS and are to be filed with the Society BCMS as to be available for subsequent use by succeeding committees.

Section 4. The presence at any meeting of a majority of the members of the Committee shall constitute a quorum.

Section 13. The Committee on Medical Insurance Review

This Committee shall review medical insurance related issues that affect medical practice as they arise.

Article X.

Section 14. Nominating Committee

Section 10. The Nominating Committee shall consist of the President, the President-Elect, the Vice President, the Secretary, the Treasurer and 10 members at-large who shall be chosen by the Comitia Minora. Five of the at-large members may be from the Comitia Minora, and five shall be non-Comitia Minora members. The five at-large Comitia Minora members will be chosen at the January Comitia Minora meeting. At that meeting volunteers will be solicited, and if there are more than five volunteers, balloting will occur at that same meeting. The five non-Comitia members will also be chosen by the Comitia Minora at the January meeting, as well as five alternates in the event that any of the first five are not willing to serve. They will be contacted following this meeting. Only paid members in good standing may serve as members of the Nominating Committee.

Section b. The Nominating Committee shall meet the first week of immediately following the February Comitia Minora meeting and shall nominate a full set of officers and approximately half of the delegates and alternates to MSSNY and report same at the Stated meeting in March.

Section c. The Nominating Committee will prepare a slate and present it at the March Stated Meeting
Section d. The presence at any meeting of the majority of the members of the Nominating Committee shall constitute a quorum, be a minimum of eight members. Absentee ballots listing the desired nominees will be accepted, however, these shall be not be counted toward the quorum.

Article VI.
Section 15. Committee on Peer Review
Section a. The Peer Review Committee shall consist of a Chair appointed each year by the President and approved by the Executive Board, and three members elected by the Society, three elected each year for a term of three years.

Section. It shall be the duty of the Committee to receive, investigate and resolve all complaints against members, and to assist in maintaining high levels of professional deportment.

Section 3. The presence at any meeting of the majority of the members of the Committee shall constitute a quorum.

Article VIII.
Section 16. Committee on Publications
Section a. This Committee shall supervise all publication of the Society BCMS as well as employ and direct such executives as may be authorized by the Society BCMS and maintain an office for the transaction of its business. It shall determine all editorial policies, subject to the approval of the Comitia Minora, control and censor all advertising copy and shall supervise, direct and be responsible for such publicity measures as are approved by the Society BCMS and the Comitia Minora.

Section b. The Committee may not obligate the Society BCMS financially without the approval of the Comitia Minora.

Section c. The Committee may collaborate with any similar committees appointed by any duly constituted medical or scientific body for a similar purpose, provided the Comitia Minora approves. The Chairman shall be an ex-officio member of the Comitia Minora.

Section 4. The Chairman of the Committee may designate a Vice-Chairman to assist him or serve in his absence.

Section 5. The presence at any meeting of a majority of the members of the Committee shall constitute a quorum for transaction of business.

Article III.
Section 17. Committee on Public Health and Community Medicine
Section a. The Committee on Public Health and Community Medicine shall be responsible for the investigation of conditions, which adversely influence the health of the inhabitants within Bronx County. It shall study the relevant factors and recommend appropriate preventive and/or therapeutic measures.

Section b. In carrying out its work, the Committee on Public Health and Community Medicine shall cooperate with other committees of the Society BCMS and establish liaison with other health agencies and groups of health workers who have interests in common with those of the Society BCMS. The Committee will give high priority to all public health issues affecting the residents of Bronx County, such as problems of epidemiology and prevention of communicable diseases; alcoholism and drug abuse; traumatic degenerative and hereditary disorders; genetic disease and genetic counseling; methods for providing medical care to all inhabitants of Bronx County, and problems related to maternal and child health, aging, school health services and mental health. The Committee on Public Health and Community Medicine shall report regularly to the Comitia Minora on its work and shall submit reports summarizing its efforts.

Section 2. The presence at any meeting of a majority of the members of the Committee shall constitute a quorum.

Article IV.
Section 18. Committee on Public Relations
Section a. The Committee on Public Relations shall conduct investigations, gather facts, make contacts, make studies or surveys on the general subjects of the relationship of the doctor, individually and collectively, with the public. It shall receive matters of general public information and study them in regard to their effect upon the practice of medicine in private and institutional work. It may conduct investigations, gather facts and make studies or surveys, so that it may be in a position to render advice to the Comitia Minora or to the Society BCMS upon such matters.

Section b. The Committee may study, and when requested report upon, all questions relating to medical practice, infringement of medical practice, violations by public or lay institutions, publicity and advertising and similar matters.
Section c. Conclusions arrived at by the Committee on any given topic shall be communicated through its Chairman in the form of a report to the Comitia Minora at its monthly meetings, and after approval by the majority of the Comitia Minora or by the Society, such data and conclusion shall constitute the reports of the Committee on Public Relations and shall be made available to other committees, to be used as they may desire in the accomplishment of the expressed wishes of the Society.

Section d. The Committee on Public Relations, with the approval of the Comitia Minora, may report to the Society at any stated meeting upon such subjects as may be of interest to the Society.

Section 3. The Committee on Public Relations shall keep a record of its reports, hearings, surveys and data. These records are to be the property of the Society and are to be filed with the Society so as to be available for subsequent use by succeeding committees.

Section 1. The presence at any meeting of a majority of the members of the Committee shall constitute a quorum.

Article XII. Committee on Women in Medicine

Section a. The Committee on Women in Medicine is established to explore issues of concern to women physicians, and will represent a variety of specialties, practice situations, and age groups. The Committee shall meet at least two times annually, and a quorum shall consist of the Chair and two members.

Section b. The objectives of the Committee on Women in Medicine shall be: to increase the involvement of women physicians and women medical students in the activities of the Medical Society, to address issues specific to women physicians and women medical students, to increase the number of women physician leaders, to increase the visibility of women physicians in the activities of the Medical Society, and to seek actions that will serve and support women physicians and will eliminate gender-based discrimination and other leadership/participation barriers that may exist. The committee will report its activities to the Comitia Minora.

Article VII. Program Committee

Section 1. The Program Committee shall arrange the programs for all stated meetings and submit the same to the Comitia Minora for approval.

Section 2. The presence at any meeting of a majority of the members of the Committee shall constitute a quorum.

Article X. Appointment of Committees

Members of all standing and special committees, except as otherwise provided in this constitution, shall be appointed by the President with the approval of the Comitia Minora.

Article XV. Budget Committee

Section 1. The Budget Committee shall meet prior to the November meeting of the Comitia Minora. It shall prepare a budget for the ensuing calendar year setting forth the estimated expenses of operations of the Society. The Committee shall submit the budget to the Comitia Minora for approval or modifications at its November meeting prior to its submission to the Board of Trustees for approval or modifications.

Section 2. The Budget Committee shall consist of the President, President-Elect, Immediate Past President, Vice President, and Treasurer. The President shall act as chairman.

Article X. Special Section

There shall be a Young Physicians' Section comprised of physicians who have completed residency training and are under the age of 40 and physicians, regardless of age, who have completed residency within the past eight years or have been in practice for less than eight years.

A percentage of the dues collected, the amount to be determined by the Board of Trustees, shall be allotted for the production and distribution of the official publications of the Society.

Article XI. Vacancies
Section 2. In the event of the inability of one of the past-president on the Board of Censors to serve, the vacancy shall be filled by the Comitia Minora to complete the un-expired term.

Article XI. Parliamentary Rules
The deliberations of the Society the BCMS shall be governed by parliamentary usage as contained in “Sturgis Standard Code of Parliamentary Procedure, 2nd Edition, New and Revised” when not in conflict with the Bylaws and Constitution of the Society the BCMS or of the Medical Society of the State of New York, MSSNY.

Article XII. Meetings
Section 1. Annual, Stated and special meetings may be adjourned from day to day. Twenty-five members shall constitute a quorum for the transaction of business, but for scientific and literary purposes, a quorum shall be presumed to be present.

Section 2. The Annual Meeting of the Society BCMS shall be held on the third Wednesday of May in the month of May, due notice of which shall be given by the Secretary at least five days previously. The Comitia Minora shall have power to select the place and hour for holding all meetings, unless otherwise directed by the Society.

a. At the Annual Meeting the order of business shall be as follows:
   • Appointment of Tellers of Election
   • Opening the polls for election
   • Election of officers for the ensuing year, during which the following business shall be in order pending the report of the Tellers of Elections
   • Reading of the minutes of the previous stated meeting
   • Monthly report of the Comitia Minora
   • Annual appropriations
   • Unfinished and new business
   • Scientific communications
   • Report of Tellers
   • Adjournment

b. The Stated Meeting shall be held on the third Wednesday in the month of March, due notice of which shall be given by the Secretary at least five days previously. The Comitia Minora shall have power to select the place and hour for holding all meetings, unless otherwise directed by the Society.

Section 3. Stated Meeting
a. At the Stated Meeting, after the President shall have called the Society BCMS to order, the following shall be the order of business:
   • Minutes of the last meeting
   • Regular monthly report of the Comitia Minora
   • Report of the Comitia Minora as Reference Committee
   • Reports of Standing and Special Committees
   • Unfinished business
   • New business

b. The executive session shall be limited to one-half hour. If business of sufficient importance is brought before the Society to warrant the extension of time of the executive session, such time limit may be extended by a majority of votes of the members present.

Section 3. Forth the deliberate consideration of all business, all motions and resolutions offered from the floor affecting the professional or civic policy of the Society shall be submitted in writing duly signed and seconded. Such motions shall be referred to the Comitia Minora which is thus constituted a Reference Committee unless on a motion from the floor by a two-thirds vote of the members present it be determined that the Society proceed forthwith to act upon any business brought before it. The Reference Committee shall make detailed report and recommendations upon such motions and resolutions at the next executive session of the Society. Due notice thereof shall be included in the notice calling such meeting.
Section 4. If such a motion or resolution, in the opinion of the presiding officer demands earlier action than provided for in the preceding section, he shall refer the matter for immediate attention to the Reference Committee with the Vice-President acting as the Chairman. In this event, report and recommendations are to be made by the Reference Committee at an adjourned executive session following the scheduled program of the evening.

Section 5. In the event of there being absentees from the membership of the Reference Committee, the presiding officer shall fill such vacancies in this Committee from the membership present so as to make a quorum.

Section 6. Encroachments on the scientific sessions of the Society are to be avoided, and the Reference Committee may call special executive sessions of the Society for the consideration of important matters which would be likely to consume more time than that allowed by the Bylaws for the executive session. Due notice of the nature of the business to be transacted shall be included in the notice calling for such meetings.

Section 7. Scientific communications shall consist of addresses, papers, discussions, reports of cases, or presentation of patients, specimens or instruments.

Section 8. No address or paper read before the Society shall occupy more than twenty minutes in its delivery, and no member shall speak upon any question before the house in executive or other scientific session for longer than five minutes, nor more than once on any subject, except by the consent of the Chair.

Section 9. The Society by a two-thirds vote at any stated meeting may direct that a referendum be held on any subject. The manner of conducting such referendum shall be determined by the Comitia Minora.

Section 4. A special meeting shall be called by the President upon the written request of a majority of the Comitia Minora or of fifty members of the Society, specifying the particular objects of such proposed meeting. Notice of a special meeting shall be given as required for a stated meeting. At special meetings, no business shall be transacted other than that specified in the requisition and in the call for the meeting.

Section 4. At all Inaugural, Annual and Stated Meetings of the Society, the presence of members entitled to cast one hundred votes or one-tenth of the total number of votes entitled to be cast whichever is less, shall constitute a quorum.

Article XIII. Nominations

Section 1. Nominations for elective offices shall be solicited one month prior to the meeting of the Nominating Committee in February, made at the regular meeting in February and a ballot containing all nominations shall be sent to each member with the notice for the Annual Meeting. Candidates selected by the Nominating Committee shall be positively identified as such choice on all ballots at this time and at the annual meeting at the Stated Meeting in March.

Section 2. Anyone wishing to add a name from the floor during the Stated meeting should have at least 10 signatures from dues paying members to challenge a slate.

Section 3. Any member who is under suspension or who has not paid his/her dues and assessments for the current year shall not be eligible for any office and shall not be entitled to vote for any office or Delegate, and no member shall be eligible for election to the Board of Trustees or Board of Censors until he shall have been a graduate in medicine for a least fifteen years and a member of this Society for at least ten years.

Section 4. Following the Stated Meeting, all nominations will be closed except in the event of the death or the withdrawal of all the slated nominees for any office, or of a number which brings the list of nominations below the required number to be elected, at which time nominations may be made at the Annual Meeting before the opening of the polls.

5. All positions, with the exception of the president, may be contested at the Stated meeting in March.

Article XIV. Elections

Section 1. The polls for the annual election shall remain open for not less than two hours after the opening of the Annual Meeting, or until every member present shall have had an opportunity to vote by personally depositing his ballot or by machine, after which the polls shall be declared closed by the President, and no additional votes shall be received.
Section 2. At the close of the polls, the inspectors of election shall immediately proceed to canvass the votes and report the result to the President, who shall announce it to the Society BCMS. The candidates who receive the highest number of votes shall be declared elected.

Section 3. If the slate as put forth by the Nominating Committee is uncontested, the slate will be accepted by acclamation.

Article XV. Amendments to the Bylaws and Constitution
Section 1. Amendments to the Bylaws and Constitution, except such as are obligatory by the State law, or the enactments of the Medical Society of the State of New York MSSNY can be made at any stated membership meeting.

Section 2. Proposed amendments shall be presented in writing at the stated any membership meeting preceding the meeting at which action is to be taken, and a copy of such amendments must be sent to each member at least five days before the meeting upon which action is to be taken.

Section 3. A two-thirds vote of the at least twenty-five active members present and voting shall be necessary for the adoption of any amendment, which is subject to the approval by the Council of the Medical Society of the State of New York MSSNY.

Section 4. Amendments made obligatory by the law of the State or by an enactment of the Medical Society of the State of New York MSSNY shall be considered as adopted as part of this Constitution and Bylaws.

Chapter XI. Amendments

Section 1. Amendments to these Bylaws, except such as are obligatory by the State law, or the enactments of the Medical Society of the State of New York MSSNY can be made at any stated meeting.

Section 2. Proposed amendments shall be presented in writing at the stated meeting preceding the meeting at which action is to be taken, and a copy of such amendment must be sent to each member at least 5 days before the meeting upon which action is to be taken. A two-thirds vote of the members present and voting shall be necessary for the adoption of any amendment.

Section 4. The Bylaws may be temporarily suspended, by unanimous consent, at any stated or annual meeting, but shall not be suspended at any special meeting.

Section 4. The Bylaws may be temporarily suspended, by unanimous consent, at any stated or annual meeting, but shall not be suspended at any special meeting.

Article XVI. Contributions
The Comitia Minora may accept on behalf of the organization/corporation any contributions, gifts, bequest or devise for the nonprofit purposes of this corporation.

Article XVI. Disbursements and Distributions
Section 1. All other disbursements shall be made in accordance with the provisions of the Bylaws of Society, the BCMS.

Section 2. The Comitia Minora, on behalf of the BCMS, may make distributions to organizations that qualify as exempt organizations under section 501(c)(6) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

Article XVII. Dissolution
Section 1. Upon the dissolution of this corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) or Section (c)(6) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Such distribution shall be made in accordance with all applicable provisions of the laws of this state.
Section 2. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.
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