

Bylaws of the Northern Illinois Chapter of the  
Association for Healthcare Documentation Integrity

**Article I  
NAME, BOUNDARIES,  
AND PRINCIPAL ADDRESS**

This unincorporated nonprofit mutual benefit organization is recognized by petition to be a component association of the Association for Healthcare Documentation Integrity (AHDJ).

**Section 1. Name**

The name of this component association is the Northern Illinois Chapter of the AHDJ, hereafter referred to as the Northern Illinois Chapter or the Chapter.

**Section 2. Boundaries**

The boundaries of the Northern Illinois Chapter shall be: The area north of Peoria to the Wisconsin state line and the area east of the Mississippi River and west of the Indiana state line. All meetings shall be held within the boundaries of the Chapter. If a boundary dispute occurs, the AHDJ Board of Directors shall decide the boundary lines (see AHDJ Bylaws, Article XV, Section 10, Chapter Boundaries).

**Section 3. Principal Address**

The principal location for the transaction of business of the Northern Illinois Chapter shall be the address of the current President or other location designated by the Board of Directors.

**Article II  
OBJECTIVES AND PURPOSES**

The objectives and purposes of the Northern Illinois Chapter are:

- (a) To do all things appropriate to the advancement of the profession of medical transcription in order to benefit the public.
- (b) To promote general awareness of the field and of medical transcription as an allied health profession.
- (c) To gather, publish, and disseminate information pertinent to growth, development, and improvement in the skills of medical transcription.
- (d) To affiliate, cooperate, and work with medical societies and other agencies, professionals, and associations in the health services field, to improve and maintain high standards in the field of medical transcription.
- (e) To assist the public by developing high standards of education and training for medical transcriptionists and to implement these standards of education and training through appropriate channels.
- (f) To stimulate and encourage research concerning the knowledge needed to perform efficient and accurate medical transcription and the sociologic, environmental, and legal issues related thereto.
- (g) To do any and all things that are lawful and not inconsistent with (a) through (f) above.

**Article III  
MEMBERSHIP**

**Section 1. Classes of Membership**

The membership of this chapter shall be divided into eight classes as follows:

- (a) Practitioner
- (b) Student
- (c) Postgraduate
- (d) Sustaining

- (e) Honorary
- (f) Associate
- (g) Educational
- (h) Corporate

**Section 2. Qualifications, Rights, and privileges of Membership**

An individual or institution may hold only one class of membership at a time. The rights and privileges of all members shall be equal except as herein stated. Submission of resolutions to the House of Delegates is limited to members.

- (a) Practitioner Membership: Any person whose primary employment is or has been the transcription of medical reports. Component Practitioner Members are not required to be member of AHDI. Any person holding Practitioner Membership in good standing shall be entitled to all membership privileges, including the right to vote, to hold office and a committee appointment, and to serve as a member of the House of Delegates.
- (b) Student Membership: Any person who is studying to become a medical transcriptionist, and who is not paid to do medical transcription, is eligible for Student Membership for one year. Any person who is verified as continuing their studies for a second year and is not paid to do medical transcription is eligible for Student Membership for a second year. Individual Membership in the student category may not exceed two (2) years. Student Members shall not be eligible to vote, hold office, or to serve as members of the House of Delegates. Student Members may serve no or as chairperson for Chapter and/or state/regional committees, with the right to vote on committee decisions.
- (c) Postgraduate Membership: Any student who is verified as having graduated from a medical transcription course is eligible for Postgraduate Membership, not to excess one (1) year. Application for Postgraduate Membership must be made within thirty (30) days of expiration of the individual's Student Membership or within thirty (30) days of nonAHDI student member's graduation. Postgraduate Members shall not be eligible to vote, to hold office, or to serve as members of the House of Delegates. Postgraduate Members may serve on or as chairperson for state/regional committees, with the right to vote on committee decisions.
- (d) Sustaining Membership: Any person who has been a Practitioner Member for at least two (2) years, who has left the medical transcription field but has not entered another field of employment, is eligible for Sustaining Membership. Such a person shall not vote, hold office, chair a committee, or serve as a delegate.
- (e) Honorary Membership: Any person engaged in furnishing services to the Chapter shall be eligible for Honorary Membership, upon approval by the Board of Directors. Honorary Members shall not be entitled to vote, to hold office or committee appointments, or to serve as members of the House of Delegates.
- (f) Associate Membership: Any person interested in the purposes of the Chapter but not meeting the qualifications for Practitioner Membership. Associate Members may serve on committees as members but are not eligible to vote, hold office, or to serve as members of the House of Delegates.
- (g) Educational Membership: Any educational facility that trains medical transcriptionists. Educational Members shall not be entitled to vote, hold office, or to serve as members of the House of Delegates.
- (h) Corporate Membership: Any healthcare delivery facility, company, or manufacturer which employs medical transcriptionists or provides services or products to the field of medical transcription. Corporate Members shall not be entitled to vote, to hold office, or to serve as members of the House of Delegates.

An application for membership may be rejected upon a finding by a majority of the Chapter's Board of Directors that an applicant is not in compliance with the Chapter's Code of Ethics.

### **Section 3. Voting**

At all meetings of the members, voting shall be done by individuals who are Practitioner Members. Cumulative voting shall not be allowed. Each Practitioner Member shall have one (1) vote. There shall be no voting by proxy.

### **Section 4. Expiration**

Any member whose AHDl membership has expired will still remain a member of the Northern Illinois Chapter.

### **Section 5. Resignation and Sanctions**

Any member who resigns membership in AHDl will still remain a member of the Northern Illinois Chapter until resignation from the Chapter. In addition, any member may resign from the Chapter by sending a letter to the President of the Northern Illinois Chapter.

Any action imposed by AHDl on a member as a result of a violation of AHDl policies, rules, bylaws, or Code of Ethics shall result in comparable sanctions against the member's component association membership. No refunds of dues or assessments shall be given upon resignation or termination.

### **Section 6. Reinstatement**

- (a) A former member whose resignation has been accepted by the Northern Illinois Chapter shall be reinstated upon application and payment of the current year's dues and assessments provided that the member continues to meet all qualifications for membership.
- (b) A former member whose membership has expired for nonpayment of dues shall be reinstated upon application and payment of the current year's dues and assessment. If a member fails to pay dues or otherwise allows membership to lapse during the pendency of a proceeding concerning possible sanctions for violation of the Code of Ethics of the Chapter or AHDl, the Board, in its discretion, may require that this matter be resolved acceptably prior to reinstatement.
- (c) A Sustaining Member shall be restored to Practitioner Membership upon payment of any additional dues or assessments which may be required under the policies of the Chapter.

### **Section 7. Property Rights**

No member shall have any right, title, or interest in any of the property or assets, including the name of the Northern Illinois Chapter or its logo, any earnings or investment income of the Northern Illinois Chapter, nor shall any of such property or assets be distributed to any member on the dissolution or winding up thereof. Furthermore, no part of the net earnings of this Chapter shall inure to the benefit of any private member or individual.

### **Section 8. Liability of Members**

Except as may otherwise be required by law, no member or employee of the Northern Illinois Chapter shall be personally liable for any debts, liabilities, or obligations, nor shall any member be subject to any assessment except such dues and assessments as may be adopted in the manner set forth in Article X, Finances.

### **Section 9. Dues**

Membership dues and assessments and the time and manner for the payment thereof, and the method of collection of dues and assessments, shall be as set forth in Article VIII, Section 2 hereof.

### **Section 10. Roster**

roster of the members of the Northern Illinois Chapter shall be maintained by and under the guidance of the Chapter Membership Secretary.

**Article IV  
MEETINGS OF MEMBERS**

**Section 1. Number of Meetings**

The Northern Illinois Chapter shall hold no less than one (1) business and one (1) educational meeting for members each year. The business meeting(s) may be held in conjunction with the educational meeting(s).

**Section 2. Annual Business Meeting**

An Annual Business Meeting of the members of the Northern Illinois Chapter shall be held each calendar year for the transaction of business. A quorum will consist of a meeting at which at least 20% Practitioner Members in good standing are present. The exact time, date, and place shall be designated by the Board of Directors at least three (3) months prior to the date of the Business Meeting. Members shall be given written notice at least 45 days in advance of the time and place of the Business Meeting. Mail vote is not permitted, except to amend bylaws. Proxy vote is not permitted.

**Section 3. Special Meetings**

Special meetings of members may be called by the President, the Board of Directors, or not less than 5% or more of such members as may be qualified to vote. Written notice of the agenda, time, and place of special meetings shall be given to the members, setting forth the reason for the special meeting, and shall be given to the members not less than 20 nor more than 90 days prior to the date of such special meeting, by or at the direction of the President, Board of Directors, or such persons as are calling the meeting. A quorum will consist of a meeting at which at least 20% Practitioner Members in good standing are present. Mail vote is not permitted, except to amend bylaws. Proxy vote is not permitted.

**Article V  
BOARD OF DIRECTORS**

**Section 1. Number and Composition of Board of Directors**

- (a) The number of Directors of the Northern Illinois Chapter shall not be less than three (3). The Board of Directors shall include all Northern Illinois Chapter Officers. Notwithstanding any other provisions of these Bylaws, an amendment to change the number of directors must be initiated and approved either by the Board of Directors or by the members.
- (b) A President whose term of office as a Director simultaneously ends with the term of office as President shall serve one additional year as a Director.

**Section 2. Powers and Duties**

- (a) The Board of Directors shall be the governing body of the Chapter and shall be empowered to establish policies and manage the property, business, and affairs of the Northern Illinois Chapter, subject to the limitations of the AHDI Articles of Incorporation, the AHDI Bylaws and rules, and applicable laws.
- (b) In addition to having general authority to govern the Chapter, the Board of Directors shall be responsible to:
  - (1) Study, determine, and execute the short- and long-range plans of the Northern Illinois Chapter for the continued growth and financial stability, develop policies, and periodically assess the needs of the membership and respond thereto, and manage affairs and funds of the Northern Illinois Chapter.
  - (2) Make decisions regarding the recommendations of committees.
  - (3) Establish policies and procedures.
  - (4) Create and confer special awards.

- (5) Accept, on behalf of the Chapter, grants, contributions, gifts, bequests, or other property to further the purposes of the Chapter.
- (6) Establish, merge, dissolve committees, or substantially change the mandate of a committee.
- (7) Conduct such other lawful action as is advisable to achieve the goals of the Northern Illinois Chapter of AHDI.
- (8) Elect officers of the Northern Illinois Chapter. Only members of the Board of Directors shall be eligible to hold office or serve as liaison to AHDI.

### **Section 3. Eligibility**

Only Practitioner Members in good standing shall be eligible to serve as Directors of the Northern Illinois Chapter.

### **Section 4. Term of Office**

Each Director shall be elected by the membership for a term of three (3) years, beginning January 1, following election. Election dates shall be established by the Board of Directors, but elections must take place no later than November 15 prior to the year in which the newly elected Directors and Officers will take office.

### **Section 5. Conflict of Interest**

A potential or actual conflict of interest exists if a Chapter Board member might reasonably lack objectivity in his/her decision making or performance for the Northern Illinois Chapter because of any personal, professional, financial, or other interest or relationship he/she has. If any Board member believes that a conflict of interest may arise or exist with respect to himself/herself or another person, at the earliest possible date he/she should disclose the situation to the President (and to the Vice President/President-elect, in the absence of the President). If, upon investigation, the potential for conflict appears clearly ill-founded or erroneous, and concerns a person other than himself/herself, the President need not present the matter to the Board of Directors. In all other cases, the President shall promptly present the potential conflict to the Board of Directors, which shall resolve the matter by majority vote of the disinterested Directors.

### **Section 6. Election**

The President shall cause the ballot to be distributed to all Practitioner Members no later than thirty (30) days prior to the election deadline with a list of the candidates selected by the Nominating Committee, including a summary of the candidates qualifications. Election for members of the board shall be approved and directed by the Board of Directors. In order to be counted, a ballot must reach the person designated by the Board of Directors no later than the election deadline and is subject to verification of the member's right to vote. Tellers may not be candidates. When the ballots reach the designated person, they shall be placed unopened in a secure area.

The President shall appoint a Practitioner Member to direct the opening and tabulation of the ballots and to report the results to the President. A quorum of votes is the number of valid votes received within the designated voting period. The election shall be determined by plurality vote. The President shall present the results in a formal report to the Board of Directors. In the event of a tie vote, a ballot will be sent to the then sitting Board of Directors of the Northern Illinois Chapter. The ballot shall identify those candidates who received a tie vote. The aforementioned Board of Directors shall break the tie by majority vote if two candidates are tied, and by plurality vote if more than two candidates are tied. Any Director who is also one of the tied candidate shall not participate in the vote to break the tie.

### **Section 7. Quorum**

The presence in person or through telephonic/computer/internet means of a majority of the Board of Directors shall constitute a quorum for the transaction of business. In the absence of a quorum a majority of the Board of Directors present at any regular, or special, meeting of the Board may adjourn the meeting to another specified day and hour, upon due notice of all other Directors.

### **Section 8. Voting**

Voting shall be as approved and directed by the Board of Directors. If vote is by mail, e-mail or on-line vote, the designated person to receive the vote shall tally the vote and call the President with the results. Cumulative voting shall not be allowed. Each member of the Board of Directors shall have one vote. There shall be no voting by proxy.

### **Section 9. Meetings**

- (a) The Northern Illinois Chapter shall hold no less than one (1) business and one (1) educational meeting for members each year. The business meeting(s) may be held in conjunction with the educational meeting.
- (b) Any action required or permitted to be taken at any meeting of the Board of Directors may be taken without such meeting if all members of the Board of Directors consent in writing to the action to be taken.
- (c) Regular meetings of the Board of Directors shall be held at least quarterly at any place which has been designated by the Board of Directors. Written notice of the time and place of regular meetings shall be mailed/e-mailed to each Board Member at least ten (10) days prior to the time of holding such regular meetings.
- (d) Special meetings of the Board may be held at such place as may be designated by the Board of Directors. A special meeting of the Board of Directors shall be held whenever called by the President, President-elect, or a majority of the members of the Board. Notice of the time and place of special meetings shall be given to each director at least 48 hours prior to the time of holding all such meetings, if notice is given by telephone, facsimile, telegraph, e-mail, or at least 96 hours prior to such meeting, if notice is made by first-class mail, addressed to such Director at the address as shown on the records of the Chapter, and shall include an agenda of the business to be considered. Official action may not be taken on any item which is not reasonably within the scope of the matters noticed on the agenda. The above required notice may be waived if every Board Member agrees, in writing, prior to the scheduled meeting.

### **Section 10. Waiver of Notice; Consent, Approval of Minutes**

The transactions of any meeting of the Board of Directors, however called and noticed and wherever held, shall be as valid as though it had a meeting held after regular call and notice, if a quorum is present and if either before or after the meeting each of the Directors present and each of the Directors not present sign a written waiver of notice or a consent to hold the meeting or an approval of the Minutes. All such waivers, consents, or approvals shall be filed with the Chapter records or made a part of the minutes of the meeting. A Director shall be deemed to have waived notice of a meeting if he/she participates in the meeting or, either before or after the meeting, signs a waiver of notice in writing.

### **Section 11. Resignation**

Any member of the Board of Directors may resign at any time by submitting a written resignation to the Board of Directors. The vacancy shall be filled as stated in Section 13.

### **Section 12. Removal from Office**

A Director may be removed in any one of the following circumstances:

- (a) A Director shall be deemed to have resigned if he/she allows his/her Practitioner Membership to expire as described in AHDI Article IV, Section 3.
- (b) A Director shall be deemed to have resigned if he/she is substantially absent for two (2) or more Board of Director meetings in a calendar year, provided that the Board by majority vote may, for good cause shown, immediately reinstate such a Director.
- (c) The Board may declare vacant the office of a Director who has been declared of unsound mind by a final order of the court or convicted of a felony.
- (d) Upon the order of the court in response to any suit brought by a Director or by at least 10% of the Chapter's Practitioner Members alleging fraudulent or dishonest

acts, gross abuse of authority or discretion, or breach of the standard of conduct applicable to Directors.

- (e) A Director may be removed at any time by a majority vote of Chapter members who are eligible to vote so long as such vote complies with the provisions of these Bylaws and of applicable law.

### **Section 13. Vacancies**

Vacancies on the Board of Directors shall be filled by a majority vote of the remaining Directors then in office, even though less than a quorum or by the sole remaining Director. Filling a vacancy for the remainder of the term vacated shall not constitute a term for purpose of counting permissible tenure in office. A successor Director so elected shall serve the remainder of the term for the vacated position. (Note: Option for filling vacancy by months or years.)

## **Article VI OFFICERS**

### **Section 1. Composition**

- (a) The Officers of the Northern Illinois Chapter shall be a President, a President-elect and/or Co-Presidents, a Vice President, a Secretary, a Treasurer, the Immediate Past President (or Co-Presidents, herein referred to as President), and such other Officers as the Board of Directors may elect. Any person, other than the President, may hold more than one of these offices.
- (b) All Officers are to be members of the Board of Directors and report to the President in their capacity as officers.

### **Section 2. Eligibility**

Only Practitioner Members in good standing shall be eligible to serve as Officers of the Northern Illinois Chapter.

### **Section 3. Election and Term of Office**

Officers shall be elected by the Northern Illinois Chapter's Board of Directors. Only members of the Board of Directors shall be eligible to hold office.

Each officer shall be elected by the Board of Directors for a term of one (1) year, beginning January 1, following election.

### **Section 4. Vacancies**

In the case of death, incapacity, resignation, or removal of any Officer during a term of office, the vacancy shall be filled by vote of the Board of Directors. The fulfillment of a vacancy shall not constitute a term.

### **Section 5. President**

- (a) The President shall serve as the chair of the Board of Directors of the Northern Illinois Chapter, and with the approval of the Board of Directors, shall appoint committee chairs, except the Nominating Committee chair, who is appointed by the Board of Directors.
- (b) The President shall preside at all meetings of the members and Board of Directors, at which he/she/they is (are) present and shall have such other powers and duties as may be prescribed by the Board of Directors.
- (c) The President shall be an ex officio member (s) of all committees except the Nominating Committee, and shall submit the annual report of the Board of Directors to the general membership.

**Section 6. Vice President**

- (a) In the temporary absence or disability of the President, the Vice President shall assume the office of President, and in so acting shall have all the powers of the President.
- (b) In the permanent absence or disability of the President, the Vice President shall assume the office of President to complete that term of office.
- (c) The Vice President shall have such other powers and duties as may be prescribed by the Board of Directors.

**Section 7. Secretary**

- (a) The Secretary shall keep a full and complete record of the chapter proceedings and shall submit them for correction and approval of the Board of Directors and submit approved minutes to ADHI.
- (b) The Recording Secretary shall have such other powers and duties as may be prescribed by the Board of Directors.

**Section 8. Treasurer**

- (a) The Treasurer shall be the Chief Financial Officer of the Chapter.
- (b) The Treasurer shall receive and securely keep all funds of the Chapter and deposit them in such bank or banks as may be designated by the Board of Directors.
- (c) The Treasurer shall monitor the receipt and distribution of funds of the Northern Illinois Chapter and shall present current financial reports at all Board of Directors meetings and to the membership at the Annual Business Meeting. These shall be made part of the official records of the Northern Illinois Chapter and shall be submitted annually to AHDI.
- (d) The Treasurer shall have such other powers and perform such other duties as may be prescribed by the Board of Directors.

**Section 9. Immediate Past President**

- (a) A Director who served as President shall hold office as Immediate Past President in the year following the term as President.
- (b) The Immediate Past President shall have such powers and duties as may be prescribed by the Board of Directors.

**Section 10. Removal**

Any Officer elected by the Board of Directors may be removed from office by a two-thirds (2/3) vote of the Board of Directors whenever in its judgment the interests of the Chapter would thereby be best served. Removal from office does not constitute removal as a member of the Board of Directors.

**Section 11. Resignation**

Any Officer may resign at any time by submitting a written resignation to the President. Resignation from office does not constitute removal as a member of the Board of Directors.

**Article VII  
COMMITTEES**

**Section 1. Committees**

There shall be committees, as necessary or appropriate to carry on the work of the Northern Illinois Chapter, including but not limited to Nomination and Bylaws Committees. The Board of Directors is empowered to create, combine, or dissolve other committees, or to change their composition or responsibilities.

**Section 2. Composition**

- (a) Except as may be otherwise specified in the bylaws, the composition of the committees shall be as determined by the Board of Directors.

- (b) Committee chairs shall be appointed by the President, with the approval of the Board of Directors with the exception of the Nominating Committee which shall be appointed by the Board of Directors.
- (c) Committee members shall be appointed jointly by the President and committee chair with the exception of the Nominating Committee, which shall be appointed by the Board of Directors.
- (d) The President shall serve as an ex officio member of each committee with the exception of the Nominating Committee.

### **Section 3. Powers and Duties**

Committee chairs shall carry on the work of the Chapter as prescribed by the Board of Directors. Committee chairs shall report to the Board of Directors as outlined in the Northern Illinois Chapter policies.

### **Section 4. Eligibility**

Only Practitioner, Postgraduate, and Student Members in good standing shall be eligible to serve on and be appointed as committee chairs.

### **Section 5. Voting/Quorum**

A majority of the Committee Members of a committee shall constitute a quorum. Each committee member shall have one vote. Cumulative voting shall not be allowed. There shall be no voting by proxy.

### **Section 6. Nominating Committee**

- (a) At least 90 days prior to the election, the Board of Directors shall name a Nominating Committee, which shall solicit candidates for vacancies.
- (b) The Nominating Committee shall be comprised of (at least) one (1) Board of Director Officer (excluding President) and not more than four (4) other Practitioner Members at large in good standing, who have been chosen to provide reasonably broad representation of the membership. The President is not a member of the Nominating Committee. The Nominating Committee will attempt to consider a broad range of candidates from different practice modes and perspectives and shall nominate at least one (1) candidate for each vacancy occurring on the Board of Directors.

### **Section 7. Bylaws Committee**

- (a) There shall be a Bylaws Committee comprised of members of the Board of Directors and Practitioner Members of the Northern Illinois Chapter. The Chair shall be appointed by the President, subject to approval of the Board of Directors. Members of the Bylaws Committee shall be jointly appointed by the President and Bylaws Committee Chair. The Bylaws Committee Chair shall report activities and recommendations of the Committee to the Board of Directors.
- (b) The Bylaws Committee shall be responsible for recommending additions, deletions, and/or modifications to the Northern Illinois Chapter bylaws in conformance with the AHDI Model Bylaws and AHDI Rules for Local Chapters and shall submit them to the Northern Illinois Chapter Board of Directors for review.

## **Article VIII FINANCES**

### **Section 1. Fiscal Year**

The fiscal year of the Northern Illinois Chapter shall be from January 1 through December 31.

### **Section 2. Dues**

The annual dues for each member of the Northern Illinois Chapter shall be determined by the Board of Directors.

- (a) Dues are set and subject to change upon two-thirds (2/3) vote of the Board of Directors.
- (b) Dues shall be paid at least annually and are not refundable. The Northern Illinois Chapter shall send each member a statement of dues thirty (30) days prior to the due date, and the amount shown on such statement shall be paid within 45 days after the date of the statement. Any member who fails to pay dues within such 45-day period shall be delinquent. The delinquency notice shall contain a statement that if the dues are not paid within 15 days from the date of the notice, the membership of such member shall lapse.
- (c) The dues of the Chapter shall include the subscription fee for the Chapter periodical.

**Section 3. Assessments, Method of Collection**

Special assessments, in addition to annual dues, may be levied for a specific purpose by the Chapter.

Method of collection will be determined at the time the assessment is considered and approved.

**Section 4. Federal Tax Exemption**

In order to maintain Federal group tax exemption status, the Northern Illinois Chapter will remain in compliance with all IRS eligibility and filing requirements.

**Article IX  
DISSOLUTION**

- (a) The Northern Illinois Chapter will dissolve upon majority vote by mail of the Practitioner AHDI Members who are members of the Northern Illinois Chapter and after notifying the AHDI Board of Directors.
- (b) Within thirty (30) days following the vote to dissolve, final property and equipment inventories and financial audits shall be done.
- (c) After financial obligations have been paid, remaining assets, including property, equipment, moneys, copies of audits, and proof of financial account closures, shall be donated to an AHDI State/Regional Association or other AHDI Local Chapter, or forward to the AHDI Administrative Office and shall become the property of AHDI. The disposition of said assets shall be determined by mail vote of the remaining voting members of the Local Chapter at the time of dissolution.

**Article X  
LOSS OF RECOGNITION**

- (a) A Chapter that fails to abide by the policies and goals of AHDI as set forth in their petition for AHDI recognition or fails to pay any special assessments levied by AHDI may have recognition as a Chapter revoked by the AHDI Board of Directors.
- (b) The AHDI President shall first notify the Northern Illinois Chapter of noncompliance and establish a date by which the Northern Illinois Chapter shall submit satisfactory proof of compliance. Failure to respond by the established date will result in withdrawal of recognition of the Northern Illinois Chapter at the direction of the AHDI Board of Directors. All rights and privileges of the Northern Illinois Chapter will be forfeited.
- (c) Following withdrawal of recognition, all moneys existing within the treasury of the Northern Illinois Chapter shall be forwarded to the AHDI Administrative Office to be made a part of the AHDI treasury.

**Article XI**  
**BYLAWS AND AMENDMENTS**

Within one (1) year of recognition as a Chapter, these bylaws and any amendments thereto shall be submitted to AHDI.

Following acceptance of the proposed bylaws or amendments thereto by the AHDI Board of Directors, the Practitioner Members of the Northern Illinois Chapter may adopt, amend, repeal, or add new bylaws by two-thirds (2/3) vote of Practitioner Members of the Northern Illinois Chapter eligible to vote.

**Article XII**  
**PARLIAMENTARY AUTHORITY**

Except as otherwise provided for in the Bylaws and the Articles of Incorporation in respect to meetings, elections, and procedural matters, Robert's Rules of Order, Newly Revised, are hereby adopted and govern in respect to meetings, elections, and procedural matters, unless for a given matter the President shall rule that strict adherence is not feasible.

Vote