

## **NATIONAL ASSOCIATION OF SEVENTH-DAY ADVENTIST DENTISTS**

### **STATEMENT OF MISSION AND PURPOSE**

The National Association of Seventh-day Adventist Dentists (NASDAD) is a nonprofit Christian organization composed of Seventh-day Adventist dentists, dental hygienists, and associated members who share a common vision to present Christ and His love to the world, whose purpose is to reflect Him in the pursuit of excellence in professional competence, spiritual endeavors, family relationships, and community outreach.

### **BYLAWS**

#### **ARTICLE I -- NAME**

The name of this organization shall be the National Association of Seventh-day Adventist Dentists. It shall hereinafter be referred to as NASDAD. This is a nonprofit corporation organized under the laws of the State of California.

#### **ARTICLE II -- PURPOSE**

The purpose of this organization is to provide an association for all Seventh-day Adventist (SDA) dentists and dental hygienists as well as dental and dental hygiene students.

#### **ARTICLE III -- OBJECTIVES**

##### **SECTION 1: Spiritual**

1. To encourage a deep Christian experience and active participation in activities of the Seventh-day Adventist Church
2. To share that Christian experience with fellow workers, patients, professional colleagues, and community

##### **SECTION 2: Missionary**

1. To maintain a close working relationship with the General Conference of Seventh-day Adventist Health Department

2. To foster missionary endeavors by providing services to needy patients
3. To encourage community outreach through seminars, lectures, and classes in health education
4. To provide information regarding opportunities for dental mission service to SDA dentists, dental hygienists, dental students, and dental auxiliaries.
5. To encourage SDA youth to pursue dentistry as a profession, and when possible, to attend Loma Linda University School of Dentistry (LLUSD) where a Christian atmosphere is fostered and missionary endeavors emphasized
6. To encourage SDA dental hygiene and dental students not attending LLUSD to participate, when possible, in missionary activities

### SECTION 3: Social

1. To provide opportunities for Christian fellowship through activities of NASDAD
2. To emphasize the benefits derived from fellowship at National and chapter meetings
3. To encourage all SDA dentists and dental hygienists, as well as dental hygiene and dental students to become active members of NASDAD

### SECTION 4: Scientific

1. To stimulate interest in current scientific and professional developments
2. To inspire other members by personal enthusiasm to attain high professional standards, to establish study clubs, to attend postgraduate courses, and to make original contributions to the profession of dentistry

## **ARTICLE IV -- MEMBERSHIP**

### SECTION 1: Classes of Membership

Membership in NASDAD shall be of six classes, based upon eligibility requirements as hereinafter defined:

|           |            |
|-----------|------------|
| Regular   | Student    |
| Affiliate | Missionary |
| Life      | Honorary   |

The Board of Directors shall determine and define membership categories.

1. Regular Membership

- A. *Regular membership* shall be granted to dentists and dental hygienists who are members of the Seventh-day Adventist Church and who have graduated from an accredited dental school or dental hygiene program.
- B. A *regular member* shall be entitled to all rights and privileges of NASDAD, including the right to vote and to hold office.

2. Affiliate Membership

- A. *Affiliate membership* shall be available to dentists and to auxiliary dental professionals, whether members of the SDA Church or not, who are sympathetic to the principles held by the SDA Church, and who are specifically interested in the purpose and objectives of NASDAD.
- B. An *affiliate member* shall be entitled to all rights and privileges of the Association except the right to hold office.

3. Life Membership

- A. *Life membership* shall be conferred upon any member who has 25 years of membership.
- B. A *life member* shall be entitled to all rights and privileges of NASDAD including the right to vote and to hold office.

4. Student Membership

- A. *Student membership* shall be granted to any dental or dental hygiene student who supports the purpose and objectives of NASDAD.
- B. A *student member* shall be entitled to all rights and privileges of NASDAD except the right to vote and to hold office.

5. Honorary Membership

- A. *Honorary membership* shall be conferred upon recommendation of the Board of Directors and majority vote of those present at any annual meeting upon individuals who have demonstrated that they are constructive friends of the dental profession and of NASDAD.

- B. An *honorary member* shall be entitled to all rights and privileges of NASDAD except the right to vote or to hold office.
- 6. Missionary Membership
  - A. *Missionary membership* is granted to anyone serving in a missionary capacity as defined by NASDAD.
  - B. A *missionary member* shall be entitled to all rights and privileges of NASDAD including the right to vote and to hold office.

#### SECTION 2: Admissions

An eligible individual shall become a member of NASDAD upon payment of annual membership dues.

#### SECTION 3: Dues

1. The annual dues shall be determined by the Board of Directors.
2. Life, missionary, and honorary members shall be exempt from paying dues.
3. Dues shall be waived for dental or dental hygiene students the year of graduation.
4. Non-members shall be notified for membership.
5. All dues are payable to NASDAD.

### **ARTICLE V -- DISTRICTS**

#### SECTION 1: Establishment

1. A District may be established under authorization of the Board of Directors and shall follow the standard form of Bylaws as recommended by the Board of Directors.
2. Sub-District Chapters: When membership distribution dictates, District Chapters may be established within a District as described in Section 1-A.

#### SECTION 2:

The District or District Chapter may be removed by action of the Board of Directors when, in its judgment, the District or District Chapter is not functioning in the spirit of its purpose and objectives.

### SECTION 3: District Directors

Two members from each district shall be nominated by the Nominating Committee to serve as directors for a three-year term on a rotating basis.

A member of the NASDAD Board of Directors shall be nominated by the membership of the District. If multiple District Chapters exist, a member chosen from each chapter will select the NASDAD directors from the District membership, and submit the candidates to the Nominating Committee.

### SECTION 4: International District

An international district may be established under authorization of the Board of Directors and shall follow the standard form of Bylaws as recommended by the Board of Directors.

## **ARTICLE VI -- BOARD OF DIRECTORS**

### SECTION 1: Members

1. Voting:

Voting members shall be the president, president-elect, vice-president, secretary, treasurer, editor, public relations director, historian, membership chairman, missions chairman, immediate past president, two directors from each district, and one director at large.

2. Non-voting ex-officio:

Non-voting members shall be the dean of Loma Linda University School of Dentistry, the dental affairs secretary for General Conference of SDA Health Ministries Department, the president of Loma Linda University School of Dentistry Alumni Association, the president of the Loma Linda University School of Dentistry--Dental Hygiene Alumni Association, and the executive director of NASDAD.

3. The offices of secretary and treasurer may be held by one person.

### SECTION 2: Election

All officers shall be elected at the annual meeting and continue in office one year, or until the next election, with the exception of the directors, who shall be elected on a rotating basis with members being elected each year for a three-year term, and the Missions Committee chairman, whose term shall be for five years.

### SECTION 3: Term of Office

The regular term of office for all officers and directors shall commence at the adjournment of the annual meeting at which they are elected, and shall continue until the next annual meeting or as described in SECTION 2 above.

### SECTION 4: Vacancies

All vacancies on the Board of Directors occurring between elections may be filled by the Board of Directors.

### SECTION 5: Compensation

The officers and directors shall receive no compensation for their services as such.

### SECTION 6: Duties of Officers

The duties of officers shall be such as are implied by their respective titles and such as are specified below:

1. President
  - A. To preside over all meetings of NASDAD and to act as chairman of the Board of Directors.
  - B. To enforce the Bylaws
  - C. To see that all resolutions passed by the Board of Directors are carried into effect
  - D. To appoint all representatives of NASDAD, committee members, and members of any ad-hoc committee
  - E. To be an ex-officio member of each committee
  - F. To be responsible for the annual meeting
2. President-elect
  - A. To assume the powers and responsibilities of the president in the absence of the president or upon the inability or refusal of the president to act
  - B. To succeed to the office of president at the close of the next annual meeting
  - C. To serve as a member of the Missions Committee
  - D. To assist the president at the annual meeting

3. Vice-president
  - A. To preside at all officially called meetings in the absence of the president and the president-elect
  - B. To serve as a member of the Missions Committee
  - C. To assist the president at the annual meeting
  
4. Secretary
  - A. To maintain a record of the membership
  - B. To send the annual membership notices
  - C. To record the minutes at the meetings of the Board of Directors and to maintain a permanent file of such
  - D. To notify officers of their election and members of their committee appointments
  - E. To conduct the Association's general correspondence
  
5. Treasurer
  - A. To be responsible to the Board of Directors for the financial affairs of NASDAD unless otherwise specified herein
  - B. To be responsible for all monies collected and for the payment of debts as designated by the Board of Directors
  - C. To present a financial report at each regular meeting of the Board of Directors
  - D. To prepare and to present a proposed budget to the Board of Directors at the annual meeting
  - E. To safeguard and manage the financial assets of the Association
  - F. To make certain that NASDAD complies with Federal and State reporting requirements
  - G. To be responsible for the year-end financial statement which is to be prepared by a certified public accountant
  
6. Editor

To communicate to the membership through an official publication

7. Public Relations Director  
To promote NASDAD by creating an awareness of activities through notices, articles, displays and other means approved by the Board of Directors
8. Historian  
To maintain an historical record of NASDAD
9. Membership Chairman
  - A. To promote NASDAD membership to all SDA dentists and dental hygienists, as well as dental and dental hygiene students
  - B. To make SDA pre-dental students aware of NASDAD
  - C. To present the membership report at each regular meeting of the Board of Directors
10. Missions Chairman
  - A. To serve as chair of the Missions Committee
  - B. To act as liaison between the General Conference of Seventh-day Adventists and NASDAD
  - C. To receive, investigate, and present dental mission requests to the Missions Committee for YAMM (Year Around Mission Money)
  - D. To present actions of the Missions Committee to the Board of Directors
  - E. To update the general membership of past, current, and future mission projects
11. Immediate Past President
  - A. To serve as chairman of the Nominating Committee
  - B. To act as advisor to the Board of Directors

#### SECTION 7: Duties of Directors

Duties of a director may include the following:

1. To encourage membership within the district
2. To elect district officers
3. To support district officers and activities

4. To be a member of the Board of Directors

## **ARTICLE VII -- MEETINGS**

### SECTION 1: Constituency Meetings

1. The annual constituency meeting shall be held in conjunction with the annual meeting of the American Dental Association.
2. A special constituency meeting may be called by the president or five members of the Board of Directors.
3. The call for a special meeting must be made at least ten days in advance, and must state the business to be transacted. No business shall be transacted except that specified in the call.

### SECTION 2: Board of Directors Meetings

1. An annual meeting of the Board of Directors shall be held in conjunction with the annual meeting of the American Dental Association.
2. An interim meeting of the Board of Directors shall be held, the location of which shall be determined by the Board of Directors.

## **ARTICLE VIII -- QUORUM**

### SECTION 1: Constituency Meeting

The members of NASDAD present shall constitute a quorum at the annual meeting and at any special meeting called for the purpose of voting.

### SECTION 2: Board of Directors Meetings

The members of the Board of Directors present shall constitute a quorum at a regularly called meeting of the Board of Directors. Fifty percent of the members of the Board of Directors shall be necessary for a quorum at a special meeting.

## **ARTICLE IX -- AMENDMENTS**

These bylaws may be amended at any constituency meeting by a three-fourths vote of the membership present who are qualified to vote. Members shall be notified of proposed amendments a minimum of thirty (30) days prior to calling for a vote.

## **ARTICLE X -- COMMITTEES**

1. The Missions Committee:

The Missions Committee is charged with the responsibility of keeping abreast of the needs of mission dentists or dental hygienists and of available mission appointments. It is to explore and develop, together with the dental affairs secretary of the General Conference of SDA Health Ministries Department, new avenues of mission involvement. The recommendations are to be brought before the Board of Directors. The committee shall consist of the Missions Chairman as chair, the president elect, vice-president, the General Conference of SDA secretary for dental affairs, and six members as appointed for a three-year term on a rotating basis.

2. Membership Committee:

The Membership Committee is charged with the responsibility of encouraging membership to NASDAD among all SDA dentists and dental hygienists as well as dental hygiene and dental students. The committee shall consist of the Membership Chairman as chair, and shall consist of all directors and any additional appointed members.

3. The Bylaws Committee:

The Bylaws Committee is charged with the responsibility to periodically review the Bylaws and report its findings to the Board of Directors.

4. Nominating Committee:

The Nominating Committee is charged with the responsibility of nominating members to fill all offices of NASDAD. This committee shall be chaired by the immediate past president, and shall consist of all directors. District Directors shall be selected by the membership of

the District and submitted to the Nominating Committee.

If there are District Chapters within Districts, the District Chapter will participate in selecting the District Director in a manner that gives equal representation from each District Chapter. The name of the Director selected will be submitted to the Nominating Committee.

#### **ARTICLE XI -- FISCAL YEAR**

The fiscal year is from September 1 to August 31.

#### **ARTICLE XII -- SEAL**

NASDAD shall have a common seal and shall have inscribed thereon the name of the Association, the date of its incorporation, and the word "California."

#### **ARTICLE XIII -- PARLIAMENTARY AUTHORITY**

The rules of parliamentary practice comprised in the latest issue of *Robert's Rules of Order* shall govern in the proceedings of NASDAD, subject to the special rules which have been or may be adopted.

#### **ARTICLE XIV -- INSPECTION OF BYLAWS**

NASDAD shall keep in its principal office for the transaction of business the original Articles of Incorporation and the copy of its Bylaws amended or otherwise altered to date, which shall be open to inspection by the members at all reasonable times during business hours.

#### **ARTICLE XV -- ADMINISTRATIVE STAFF**

The Board of Directors may provide for a paid staff which may include an Executive Director and/or such clerical employees as are sufficient to carry out the affairs of NASDAD.

## **ARTICLE XVI -- NON-PROFIT STATUS**

No part of the activities of NASDAD shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and shall not participate or intervene in any political campaign, including the publishing or distribution of statements on behalf of any candidate for public office. NASDAD shall not carry on any activity not permitted to be carried on by an association exempt from Federal income tax under Section 501 (c) (3) of the Internal Revenue Code.

## **ARTICLE XVII -- DISSOLUTION**

The property of this corporation is irrevocably dedicated to religious, charitable, scientific, literary, or educational purposes and upon the liquidation, dissolution or abandonment , the assets of this corporation will not inure to the benefit of any private person, but shall be distributed to a fund or funds, foundation or foundations, or corporation or corporations organized or operated exclusively for religious, charitable, scientific, literary or educational purposes exempt under Section 501 (c) (3) to be designated by the Board of Directors.

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