



Bylaws of the Mid-America Athletic Trainers' Association

1) ARTICLE 1: Name and Geographical Area

- a) The name of this organization shall be the Mid America Athletic Trainers' Association (MAATA)
- b) The organization may be referred to by the National Athletic Trainers' Association (NATA) District 5.
 - i) The area from which the membership of the Association shall be drawn includes the states of:
 - (1) Iowa
 - (2) Kansas
 - (3) Missouri
 - (4) Nebraska
 - (5) North Dakota
 - (6) Oklahoma
 - (7) South Dakota

2) ARTICLE 2: Objectives

- a) The objectives of the MAATA shall include, but are not limited to:
 - i) To enhance the quality of health care provided by athletic trainers.
 - ii) To advance, encourage, and improve the athletic training profession.
 - iii) To promote better working relationships among medical professionals involved with the problems inherent in caring for the health and well-being of individuals.
 - iv) To enhance the professional capabilities of its members.
 - v) To serve the common interest of the membership by encouraging and providing the opportunity for the free exchange of ideas among members of the athletic training profession.
 - vi) To meet the specific professionally-related needs of MAATA members.

3) ARTICLE 3: Fiscal Year

- a) The fiscal year shall be established by the MAATA Finance Committee and approved by the MAATA BOD.

4) ARTICLE 4: Membership

- a. Classes, standards, voting rights and qualifications of Membership shall be consistent with those established by the NATA.
- b. Membership retention in the MAATA requires that a member remain in good standing with the NATA.
- c. Membership suspension in the MAATA shall be automatic with membership suspension by the NATA.
- d. Application
 - i. An individual applying for any class of membership in the MAATA shall apply to the NATA membership department on forms furnished for that purpose and must include complete payment of the required dues.
- e. Dues

- 47 i. Dues for all membership classes are defined in the Policies and Procedures.
- 48 ii. Dues shall be collected by the NATA and then disseminated to the district and the states
- 49 via the District Treasurer.

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51 **5) ARTICLE 5: Committee**

- 52 a) The District President, as necessary, shall coordinate, appoint chairs and be an ex-officio
- 53 member of all committees as set forth in the Policies and Procedures.
- 54 b) There shall be two types of committees:
- 55 i) Standing Committees
- 56 ii) Special Committees
- 57 **c) Standing Committees**
- 58 i) The MAATA committees shall represent those committees established by the NATA.
- 59 ii) The organization and responsibilities of each committee shall be set forth in the MAATA
- 60 Policies and Procedures.
- 61 iii) The committees shall be charged with advising the MAATA Board of Directors (BOD).
- 62 **d) Special Committees**
- 63 i) Ad Hoc committees, Task Forces/Think Tanks, Councils, Project Teams and other
- 64 MAATA Special Committees may be created and dissolved by the District President with
- 65 the approval of the Board of Directors.
- 66 ii) Special Committees shall be composed of a chairperson appointed by the District President
- 67 and approved by the MAATA BOD.
- 68 iii) The District President and/or Committee Chairperson shall identify and contact Members
- 69 to serve on the committee.
- 70 iv) The Chairperson will report directly to the District President.
- 71 v) The District President shall charge each special committee with specific tasks and the
- 72 committee shall dissolve when its tasks have been completed.

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74 **6) ARTICLE 6: Organization**

- 75 a) Member State Associations
- 76 i) Each states' athletic trainers' association will be self-governing as per its own specific
- 77 governing documents.
- 78 ii) Nothing in a state's Governing Documents shall be contrary to the NATA or MAATA
- 79 Governing Documents.
- 80 iii) Each state shall elect a representative to the MAATA BOD who must be a certified
- 81 member of the NATA.
- 82 iv) The Representative shall act with full authority for the state in carrying out the functions
- 83 and responsibilities of the MAATA BOD.
- 84 b) Governing Body
- 85 i) Self-Governing Body
- 86 (1) The MAATA shall be self-governing in all areas not covered by the Governing
- 87 Documents of the NATA.
- 88 ii) The governing body of the MAATA shall be the Board of Directors.
- 89 (1) Only voting members of the BOD may bring motions forward for consideration and
- 90 vote during BOD meetings.
- 91 (2) All members of the MAATA BOD may engage in business discussion, unless the
- 92 Board is retired into Executive Session.

- 93 iii) The Board of Directors shall consist of the following:
- 94 (1) The Executive Committee / Voting Officers:
- 95 (a) District Director (DD)
- 96 (b) District President (DP)
- 97 (c) District Secretary(DS)
- 98 (d) District Treasurer (DT)
- 99 (e) District Vice-President (DVP) (Elected from State Representatives)
- 100 (2) Elected Officers/Voting Members:
- 101 (a) Iowa Representative
- 102 (b) Kansas Representative
- 103 (c) Missouri Representative
- 104 (d) Nebraska Representative
- 105 (e) North Dakota Representative
- 106 (f) Oklahoma Representative
- 107 (g) South Dakota Representative
- 108 (3) Advisory/Non-Voting Members:
- 109 (a) Annual Meeting and Symposium Coordinator
- 110 (b) Communications Coordinator
- 111 (c) Young Professional Committee Representative
- 112 (d) Athletic Training Student Representative
- 113 (e) Past District President
- 114 c) The Executive Committee /Voting Officers are elected by the general district membership.
- 115 The duties and election process for each are specified in the MAATA Policies and
- 116 Procedures.
- 117 i) The following are the qualifiers for any member of the Executive Committee or Voting
- 118 Officer.
- 119 (1) Must be a current MAATA member in good standing AND;
- 120 (2) Must be a Certified Member of the NATA in good standing AND;
- 121 (3) Must be a BOC Certified Athletic Trainer in good standing.
- 122 ii) District Director
- 123 (1) The term of office for the District Director shall be consistent with the NATA
- 124 Governing Documents.
- 125 (2) The incoming District Director shall assume the new duties during the NATA
- 126 Annual Meeting and Clinical Symposium.
- 127 (3) The incoming District Director may attend MAATA Board of Directors meetings
- 128 and conference calls prior to taking office.
- 129 (4) Any member wishing to run for the office of District Director shall:
- 130 (a) Be a current MAATA member in good standing AND;
- 131 (b) Be a Certified Member of the NATA in good standing AND;
- 132 (c) Be a BOC Certified Athletic Trainer in good standing AND
- 133 (d) Be a BOC Certified AT and a Certified Member of the NATA for 8 years AND;
- 134 (e) Have served as a voting member of the MAATA BOD OR;
- 135 (f) Have served as an elected member on another NATA District Board of
- 136 Directors.
- 137 iii) District President.
- 138 (1) The term of office for the District President shall be three (3) years
- 139 (2) A full term must have passed before an individual who has previously served can be

- 140 elected to the office again.
- 141 (3) The incoming District President shall assume the new duties during the NATA
142 Annual Meeting and Clinical Symposium.
- 143 (4) The incoming District President may attend MAATA Board of Directors meetings
144 and conference calls prior to taking office.
- 145 (5) Any member wishing to run for the office of District President shall:
- 146 (a) Be a current MAATA member in good standing AND;
- 147 (b) Be a Certified Member of the NATA in good standing AND;
- 148 (c) Be a BOC Certified Athletic Trainer in good standing AND;
- 149 (d) Be a BOC Certified Athletic Trainer and a Certified Member of the NATA for 5
150 years AND;
- 151 (e) Have served as an elected voted Board of Directors member of an NATA
152 District OR;
- 153 (f) Have served as an elected officer within a state association OR;
- 154 (g) Have served as the chair for a standing MAATA Committee.
- 155 iv) District Vice President
- 156 (1) The term of office for the Vice President is (1) one year and he/she may be approved
157 to serve one additional term.
- 158 v) District Secretary
- 159 (1) The term of office for the District Secretary shall be two (2) years and he/she may
160 be re-elected for one additional term.
- 161 (2) A full term must have passed before an individual who has previously served can be
162 elected to the office again.
- 163 (3) The incoming District Secretary shall assume the new duties during the MAATA
164 Board of Directors' meeting at the NATA Annual Convention
- 165 (4) The incoming District Secretary may attend the NATA District Secretaries' and
166 Treasurers' Committee Mid-Year meeting, the MAATA Board of Directors
167 meetings and conference calls prior to taking office.
- 168 vi) District Treasurer
- 169 (1) The term of office for the District Treasurer shall be three (3) years and he/she may
170 be re-elected once.
- 171 (2) A full term must have passed before an individual who has previously served can be
172 elected to the office again.
- 173 (3) The incoming District Treasurer shall assume the new duties during the MAATA
174 Board of Directors' meeting at the NATA Annual Convention
- 175 (4) The incoming District Treasurer may attend the NATA District Secretaries' and
176 Treasurers' Committee Mid-Year meeting (in the year of taking office), the
177 MAATA Board of Directors meetings and conference calls prior to taking office.
- 178 d) Elected State/Voting Board Members:
- 179 i) Each state shall send one representative to the MAATA BOD, elected in accordance with
180 the state's governing documents.
- 181 e) Advisory/Non-Voting Board Members:
- 182 i) Whenever possible, Advisory Board Members shall be appointed a year prior to
183 taking office, in accordance with the MAATA Policies and Procedures.
- 184 ii) Board Members are subject to removal by a majority vote of the ballots cast by the
185 MAATA Board of Directors.
- 186 iii) Advisory Board Members are:

- 187 (1) Annual Meeting and Symposium Representative:
188 (a) The Representative is appointed by the District President and approved by
189 the MAATA Board of Directors.
190 (b) The term of office for shall be two (2) years and may be re-appointed once
191 for a second 2-year term.
192 (c) The Representative serves no more than two (2) consecutive terms.
193 (d) The procedures for appointment are outlined in the MAATA Policies and
194 Procedures.
195 (e) The incoming Representative shall assume the new duties during the
196 MAATA Annual Meeting and Clinical Symposium.
197 (f) The incoming Representative may attend MAATA Board of Directors
198 meetings and conference calls prior to taking office
199 (2) Communication Coordinator:
200 (a) The Coordinator is appointed by the District President and approved by the
201 MAATA Board of Directors
202 (b) The term of office for shall be two (2) years and an individual may be
203 reappointed once for a second 2-year term.
204 (c) The Coordinator may serve no more than two (2) consecutive terms.
205 (d) The procedures for appointment are outlined in the MAATA Policies and
206 Procedures.
207 (e) The incoming Coordinator shall assume the new duties during the MAATA
208 Annual Meeting and Clinical Symposium.
209 (f) The incoming Coordinator may attend MAATA Board of Directors
210 meetings and conference calls prior to taking office.
211 (3) Young Professional Committee Representative
212 (a) The Representative shall be selected and serve their term(s) in accordance
213 with the procedures identified in the NATA Governing Documents.
214 (4) Athletic Training Student Representative
215 (a) The Athletic Training Student Representative shall be selected and serve in
216 accordance with the Governing Documents of the MAATA Student
217 Leadership Council.
218 (5) Past District President
219 (a) The Past District President may be invited to serve with the MAATA
220 Board of Directors for a period of one (1) year.
- 221 f) Resignations
222 i) Any Board Member may resign at any time by notifying the District President, in writing
223 of such resignation.
224 ii) If the District President resigns, the MAATA Executive Committee shall be notified in
225 writing.
226 iii) Such resignations shall take effect at the time therein specified.
227 g) Elected officers are subject to removal by a two-thirds majority vote of the ballots cast by the
228 voting members of the Mid-America Athletic Trainers' Association.
229 i) Vote shall be by mail and/or applicable computer technology.
230 h) Vacancies
231 i) In the event of the death, resignation, retirement, removal or disqualification from office
232 of a Board Member, an interim replacement will be appointed in accordance with the
233 MAATA Policies and Procedures.

- 234 **7) ARTICLE 7: Government**
235 a) The administration of the MAATA shall be entrusted to the BOD.
236 b) Board of Directors' Meetings
237 i) The BOD shall meet a minimum of two (2) times per year, including in conjunction with
238 the annual meetings of the MAATA and NATA.
239 (1) Exception shall be made to this section in the event of inclement weather causing
240 the cancellation of the MAATA Annual meeting.
241 ii) The BOD may meet in person, via conference call or electronic communication at other
242 times when deemed necessary.
243 iii) A quorum for a BOD meeting shall be six (6) elected/voting members.
244 iv) Electronic Meetings
245 (1) Members of the BOD may convene using technology rather than an in-person
246 meeting as long as there is an audio or visual "reply to all" component whereby
247 participants can hear or see each other or their responses.
248 v) The quorum for a BOD meeting shall be six (6) elected/voting members.
249 vi) Executive Session
250 (1) At any meeting of the BOD, the Board may adjourn into Executive Session. A
251 summary of the subject matters discussed at Executive Session shall be entered into
252 the minutes of the next meeting of the Board, subject to such protections of
253 confidentiality and privilege as may be deemed necessary by a majority of the
254 participants in the Executive Session.
255 (2) Only voting members/officers will be allowed to be in the room and participate in
256 the conversation during executive session.
257 (3) Other individuals may be asked to participate in the Executive Session upon
258 majority vote of the executive members.
259 c) Proxy
260 i) Any member of the Board of Directors unable to attend a meeting may send a designate who
261 shall be identified to the BOD prior to the meeting.
262 d) Voting by Board Members at times other than a BOD meeting
263 i) The District President may submit appropriate items of association business to the Board of
264 Directors for a vote by mail or electronic mail.
265 ii) The District President shall obtain a "second" to any association business prior to the vote.
266 iii) Each member of the Board shall be emailed or postal mailed a request to vote on the
267 association business.
268 iv) The return vote deadline must be specified but may be within seven (7) days after the initial
269 mailing.
270 v) Board approval of items so submitted shall require a "yes" vote the majority of those voting,
271 of which there must be at least enough votes to have a quorum of the Voting Members of the
272 Board of Directors
273 e) MAATA Business Meetings
274 i) With the membership present, two (2) meetings shall be held each year, in conjunction with
275 the annual meetings of the MAATA and NATA.
276 ii) A quorum shall be a simple majority of the voting membership present
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278 **8) ARTICLE 8: Amendments**
279 a) By-Laws:

- 280 i) All proposed amendments to the MAATA By-Laws shall be submitted in writing to the
281 District President at least six (6) weeks prior to a Board of Directors' meeting, except as
282 identified in section vi) below.
- 283 ii) The proposed amendment(s) shall be visible by the MAATA membership via email,
284 MAATA website or by hard copy (by request) at least three (3) weeks prior to a MAATA
285 Business Meeting.
- 286 iii) The proposed amendment(s) shall be read and may be discussed at a regularly scheduled
287 Business Meeting, but no changes to that amendment may be made prior to a membership
288 vote.
- 289 iv) Voting will be done via electronic media.
- 290 v) Items shall require a "yes" vote by a majority of the voting membership for the adoption
291 of the amendment.
- 292 vi) The MAATA By-Laws shall not be in conflict with the Governing Documents of the
293 NATA. Resolution of conflict shall be immediate with change to the Governing
294 Documents.
- 295 vii) Should the name of the NATA or the NATA Governing Documents be amended such
296 that the MAATA By-Laws are in conflict, the NATA Governing Documents shall
297 prevail.
- 298 viii) The MAATA By-Laws shall then be immediately amended by action of the MAATA
299 BOD to resolve the conflict.
- 300 ix) The membership shall be notified of the NATA change that required an immediate
301 change to the MAATA By-Laws.
- 302 b) Policies and Procedures
- 303 i) The MAATA Policies and Procedures may be amended at any official meeting of the
304 Board of Directors by a majority vote.
- 305 c) Ratification
- 306 i) All changes to the By-Laws shall become effective immediately upon ratification by the
307 membership unless a time frame is specified in the amendment.
- 308 ii) All changes to the Policies and Procedures shall become effective immediately upon
309 ratification by the Board of Directors unless a time frame is specified in the amendment.
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311 **9) ARTICLE 9: MISCELLANEOUS PROVISIONS**

312 a) Capital Expenditures

- 313 i) Except as expressly delegated by the Board, no capital expenditure or investment shall be
314 made without the approval of the Board.

315 b) Contracts

- 316 i) The Board may authorize any officer or officers, agent, or agents of the MAATA in
317 addition to the officers so authorized by these By-Laws, to enter into any contract or
318 execute and deliver any instrument in the name of and on behalf of the MAATA and such
319 authority may be general or confined to specific instances.

320 c) Checks

- 321 i) All checks, drafts, or orders for the payment of money, notes, or other evidences of
322 indebtedness issued in the name of the MAATA, shall be signed by such officer or officers,
323 agent, or agents of the MAATA and in such manner as shall from time to time be
324 determined by resolution of the Board. In the absence of such determination by the Board,
325 such instruments shall be signed by the Treasurer or designated office of the MAATA.

326 d) Books

- 327 i) The MAATA shall keep correct and complete books and records of account and shall also
328 keep minutes of the proceedings of its Board and committees having any of the authority of
329 the Board of Directors.
330 e) Selection of Auditor.
331 i) The Treasurer, with approval of the MAATA BOD, shall retain an accounting firm to
332 annually audit the MAATA's financial records.
333 ii) The Treasurer will identify the Auditor during the annual Board of Director's meeting.
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335 **10) ARTICLE 10: INDEMNITY**

- 336 a) Subject to the provisions of any relevant statute, members of the BOD and other office
337 bearers shall be indemnified by the MAATA for all acts done by them in good faith on its
338 behalf.
339 b) It shall be the duty of the MAATA to pay all costs and expenses which any such person
340 incurs or becomes liable for as a result of any contract entered into, or act done by him or her,
341 in his or her said capacity, in the discharge, in good faith, of his or her duties on behalf of the
342 MAATA.
343 c) Subject to the provisions of any relevant statute, no member of the Board of Directors and or
344 other office bearer of the MAATA shall be liable for the acts, receipts, neglects or defaults of
345 any other member or office bearer, or for any loss, damage or expense suffered by the
346 MAATA, which occurs in the execution of the duties of his or her office, unless it arises as a
347 result of his or her dishonesty, or failure to exercise the degree of care, diligence and skill
348 required by law.
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350 **11) ARTICLE 11: DISSOLUTION OF THE ASSOCIATION**

- 351 a) If the MAATA should be dissolved, all assets remaining after the payment of outstanding
352 debt, shall be transferred to an organization meeting the mission as recommended by the
353 Board and approved by the voting membership. Any such vote shall be taken at meeting of the
354 MAATA, scheduled and noticed in accordance with article on government, with a minimum
355 of sixty (60) days' notice to the membership that dissolution of the MAATA is an agenda item
356 for the meeting, but a quorum shall not be necessary to vote on any dissolution issues.
357