

## **Bylaws for the Eastern Society for Pediatric Research**

### **Article I - Name**

The name of this organization shall be the Eastern Society for Pediatric Research (Eastern SPR).

### **Article II - Purpose**

The mission of the Eastern Society for Pediatric Research (ESPR) is to foster the development of multidisciplinary careers promoting pediatric research. Our goal is to provide investigators (especially trainees and junior faculty members) of all races, ethnicities, religions, sexual orientations, gender identities, and abilities with an opportunity to meet and present their research for critical review and feedback.

### **Article III - Membership**

Membership shall be made up of individuals who are actively engaged in pediatric research and who have published at least one scientific paper in a peer-reviewed journal. They must be working in one of the following geographic areas: Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Brunswick, Newfoundland, New Hampshire, New Jersey, Nova Scotia, New York, Ontario, Pennsylvania, Prince Edward Island, Quebec, Rhode Island, Vermont, or Virginia.

### **Article IV - Board of Directors**

The board of directors shall consist of the officers of the organization; the President, either the President-Elect or the immediate Past President, the Secretary, the Treasurer, and the Director of Sponsorship, as well as six (6) to nine (9) councilors. The President shall be elected by the members of the society for a three-year term at the annual meeting of the organization. The President-Elect has a term of one year prior to transitioning to the President. The Secretary and Treasurer shall be elected for five-year terms. Councilors will be elected to staggered four (4) year terms.

Nominations will be made by a committee appointed by the board of directors, at least 3 weeks prior to the annual meeting. These will be submitted to voting members by mail or electronic mail. Voting members include Active Faculty and Allied Health members. Junior Members may only vote to elect a Junior Member Representative to the Council. Additional nominations may be made by mail or electronic mail if 3 active members sign the nominating petition or email their approval. Voting for the President, Secretary and Treasurer shall be done using ballots provided at the meeting, sent by mail or electronic mail, or on a secure password-protected internet site. Vacancies of the council occurring through death or resignation may be filled by the officers appointing individuals until the next election. Additionally, vacancies of the officers occurring through death or resignation may be filled by the officers together with the council jointly appointing a council member until the next election.

No more than two officers or councilors may come from the same institution at any given time and the combined number of officers and councilors from a single institution may not exceed three at any given time. An officer elected by the organization may be removed for cause by a two-thirds vote of the board of directors.

### **Duties of Officers and Councilors**

- **President:** The president shall be the principal executive officer of the organization, and shall, in general, supervise all of its business affairs. The President shall preside at all general meetings and at meetings of the board of directors and may sign those documents authorized for his or her signature by the board of directors. In general, they shall perform those duties incident to the office of President.
- **President-Elect (Vice President):** In the absence of the President, the President-Elect shall perform the duties of the President and, when so acting, shall have all of the powers of the President. The President-Elect shall perform such other duties from time to time which may be assigned by the President or board of directors.

- **Secretary:** The Secretary shall keep minutes of the general meetings and the meetings of the board of directors, be responsible for all correspondence, and be custodian of all records of the organization. The Secretary shall keep a mailing list of all members of the organization, and in general perform all duties incident to the office of the Secretary, and such other duties as may be assigned by the President and/or board of directors.
- **Treasurer:**  
The Treasurer shall have charge and be responsible for all funds and securities of the organization. They shall be responsible for collection of dues and funds from other sources and for payment of the organization's bills. The Treasurer will bear fiduciary responsibility for the organization's tax returns. They will, in general, perform all of the duties incident to the office of Treasurer and other duties as may be assigned by the President and/or board of directors.
- **Immediate Past President:**  
The Immediate Past President will serve as a member of the board of directors, and perform those duties assigned by the President of the organization during the first year after presidency.
- **Director of Sponsorship:**  
The Director of Sponsorship shall solicit continued support from established corporate and academic sponsors, solicit new sponsors and, in general, coordinate the sponsorship efforts for the organization.
- **Councilors:**  
The councilors will serve as members of the board of directors and will manage the affairs of the organization. Each of the six to nine councilors will have one vote, as will the six officers. The board of directors will meet at least twice yearly: at the annual meeting of the Eastern SPR, at the Council Meeting in the fall of each year, and/or at the annual meeting of the Pediatric Academic Societies. The President may call special meetings at other times during the year. The board of directors may appoint any standing or ad-hoc committees it considers necessary.

Officers and councilors will receive no direct compensation but will be reimbursed for expenses incurred during the performance of their duties beyond those incurred as a result of society membership or attending the annual meeting (dues, registration, travel and payment of hotel reservation and personal expenses at the time of the annual meeting).

## **Article V - Annual Meeting**

A scientific meeting shall be held annually in the spring and at least 6 weeks after the original abstract deadline.

### **Purpose of the Meeting**

1. Business section: The purpose of the annual business meeting shall be to conduct the business of the organization as deemed necessary by the board of directors.
2. Scientific section: The President shall be responsible for the scientific program, which will consist of plenary sessions, poster sessions and subspecialty sessions.

Selection of abstracts for presentation will be made by the Planning Committee and will be based on the scientific merit of the abstract. High priority will be given to hypothesis-driven research. If data contained in the abstract is published after submission of the abstract, ESPR must be notified via email (at [eastenspr@gmail.com](mailto:eastenspr@gmail.com)) regardless of timing as soon as publication is recognized. At that time, the ESPR Program Committee Chair will make a determination concerning presentation at the ESPR meeting. Abstracts should not be submitted if there is knowledge and confirmation that this work will be published in an upcoming article prior to the meeting.

Presentations are to be made, when possible, by either a trainee or an individual who has been out of training for a period of less than five years. If none of the authors meet these criteria, a senior investigator may make the presentation.

**Article VI - Dues**

The board of directors will determine the annual dues. The dues dollar amount may vary according to the category of membership. Dues must be remitted by December 1 of each calendar year to avoid loss of good standing and any potential resulting revocation of membership privileges. New members will pay a full year's annual dues upon election to the organization. Failure to pay dues for two consecutive years will result in automatic termination of membership, subject to reinstatement.

Reinstatement: Any member whose membership has been terminated for nonpayment of dues and who seeks reinstatement shall be required to pay dues for the current calendar year in which reinstatement is sought, and upon such payment, membership may be reinstated.

**Article VII - Amendments to By-Laws**

By-laws may be amended following a two-thirds vote of the board of directors, followed by approval by a simple majority of the membership either at the Annual Meeting or through a mail or electronic mail ballot.

**Article VIII - Legal representation**

The board of directors may retain legal counsel to handle all affairs of the organization that may require legal consideration.

