

SAMPLE BYLAWS

[Can be modified by any Ohio city or region so long as consistent with the bylaws of the Single-Payer Action Network Ohio (SPAN Ohio)]

ARTICLE I: NAME

SECTION 1: This organization shall be known as "The [city/region] Chapter, Single-Payer Action Network Ohio," hereafter referred to as "The [city/region] Chapter."

SECTION 2: The [city/region] Chapter shall be affiliated with SPAN Ohio

ARTICLE II: FISCAL YEAR

The fiscal year of the [city/region] Chapter shall begin on January 1 and end on December 31.

ARTICLE III: PURPOSE

SECTION 1: The [city/region] Chapter shall be a regional coalition of individuals and organizations that promotes and seeks fundamental health care reform in our state so that every resident is guaranteed full and comprehensive coverage.

SECTION 2: Coverage shall be consistent with the bylaws of SPAN Ohio. Coverage shall include comprehensive medical, dental, mental, vision, home care, and long-term care along with hospitalization and prescription medication. Coverage shall further include adequate and appropriate treatment for all injuries and illnesses.

SECTION 3: The [city/region] Chapter advocates the establishment of a public funding system that would pay all health care costs without premiums, co-payments or deductibles.

ARTICLE IV: CHAPTER STRUCTURE

SECTION 1: The [city/region] Chapter shall consist of a minimum of twenty supporters who endorse the objectives of the [city/region] Chapter and SPAN Ohio.

SECTION 2: Attendance at meetings shall be open to all supporters of SPAN Ohio and to the public.

SECTION 3: Meetings shall start promptly at the designated hour and continue no longer than two hours unless extended by a majority of attendees.

SECTION 4: A quorum shall consist of two Executive Committee members and three additional persons who attended at least one previous [city/region] Chapter meeting, and will be required to conduct business. Decisions shall be by a simple majority of those members present and voting, except for amendments to these bylaws as specified by Article IX.

SECTION 5: Questions of a parliamentary nature shall be decided by Robert's Rules of Order.

ARTICLE V: OFFICERS AND EXECUTIVE COMMITTEE

The Executive Committee shall consist of the Chair, Vice Chair, Secretary and Treasurer. Their functions shall be primarily administrative, with major decisions to be made at the monthly meetings.

- a. The Chair shall lead the regular meetings.
- b. The Vice-Chair shall take the place of the Chair when the latter is not available or able to serve.
- c. The Secretary shall keep minutes of all [city/region] Chapter meetings, maintain a record of attendees at those meetings, and conduct correspondence.
- d. The Treasurer shall receive all contributions, pay all appropriate expenditures, maintain records of all financial activities, and make financial reports at monthly meetings.

ARTICLE VI: ELECTION OF OFFICERS AND REPRESENTATIVE TO THE SPAN Ohio STATE COUNCIL

Election of officers shall take place annually at the [city/region] Chapter's [month] meeting. The Chapter's representative to the SPAN Ohio State Council shall also be elected at the same meeting.

ARTICLE VII: SPECIAL COMMITTEES

The [city/region] Chapter may establish special committees as needed.

ARTICLE VIII: GENERAL

The [city/region] Chapter shall be a subordinate body of SPAN Ohio. The [city/region] Chapter's actions shall be consistent with the rules, regulations and bylaws promulgated by SPAN Ohio.

ARTICLE IX: AMENDMENTS TO BYLAWS

Proposed amendment(s) to these bylaws may be introduced at any regular [city/region] Chapter monthly meeting and shall be voted upon at the next succeeding regular monthly meeting, provided that the exact wording of the proposed amendment(s) is included in the notice sent to the [city/region] Chapter mailing list announcing the date, time and place of the next regular monthly meeting.