

BYLAWS
of the
POLISH CHAPTER OF
THE SOCIETY FOR VASCULAR SURGERY

Article I – Name

The name of this organization shall be the "**Polish Chapter**" (hereinafter the "Society").

Article II – Objectives

1. The objectives of this Society shall be:
 - a. To improve the science and art of vascular and endovascular surgery and the interchange of medical knowledge and information thereon;
 - b. To promote an international exchange of basic and clinical research for improving the quality and safety of vascular surgical and endovascular procedures and vascular care in general;
 - c. To provide opportunity for Polish vascular surgeons to receive the latest information on vascular surgery practices, education and vascular research in North America and to encourage international membership in the Society for Vascular Surgery.
 - d. To provide a forum for North American vascular specialists to be familiar with the rich tradition and the latest developments of vascular and endovascular surgery in Poland.
 - e. To promote the field of vascular and endovascular surgery through education, scholarship, advocacy, and leadership.
 - f. To further the development of vascular and endovascular surgery as an independent specialty.

2. The Society shall not carry on any activities not permitted by a corporation exempt from Federal income tax . Furthermore, no part of the net income of the Society or its property or assets shall at any time inure to the benefit of any individual member, or of any private individual, or be used to promote the candidacy of any person seeking political office.

3. Neither the Society nor the officers or members are authorized in any way to represent or speak on behalf of the Society for Vascular Surgery.

Article III – Meeting

The annual meeting of the Society shall be held at the time and place, which shall be designated by the Executive Committee. Special meetings may be called at any time by the president, or a simple majority of the Executive Committee or the membership.

Article IV – Membership

1. Membership of this Society shall be limited to physicians of good professional standing who have completed a formal training in vascular surgery and who are certified by the Polish Board of Surgery. Alternatively, membership can be considered for surgeons whose clinical practice is dedicated primarily to vascular surgery, as demonstrated by case logs, contributions to vascular education and/or research, participation in regional or local vascular societies. Vascular surgeons in training can apply for candidate membership.

All members must be active, senior or honorary members of the Polish Society of Angiology and Vascular Surgery or an equivalent national vascular society.

2. There shall be four types of membership:
 - a. Active
 - b. Senior
 - c. Honorary
 - d. Candidate

3. Active members of the Society may become Senior Members when they retire from active practice. Senior Members may choose to be active or inactive. Inactive Senior Members pay no dues and do not receive the Journal of Vascular Surgery

The Executive Committee may select honorary members.

Article V – Election of Members

The process of election of active members to the Society shall be as follows:

1. The society office shall supply application forms for membership.
2. Completed application forms signed by the candidate shall be sent to the Society office by January 1st of each year at which time the candidate shall be considered for election. One letter of recommendation from an active society member is required to complete the application.

3. The names of the candidates recommended for membership by the Executive Committee shall be submitted to the members at the annual meeting.
 4. Election to membership shall be by secret ballot, by a three-fourths (3/4) affirmative vote of the membership present.
 5. A candidate who fails to be elected at one meeting may be reconsidered at the next two annual meetings of the Society.
 6. Once the applicant is elected for membership in the Polish Chapter, application has to be submitted for international membership in the SVS. All applicants for international membership in the SVS must be sponsored by two (2) SVS members who will provide letters of support. As an alternative, the SVS Membership Committee may consider substitution of a letter from the international applicant's home society or the President of the Polish Chapter. The international applicant must be a member of the recognized vascular society for his or her country. The President's or the sponsor's letter would attest to membership in good standing in the society, and would summarize the applicant's qualifications for SVS membership.
 7. If the Board of Directors of the SVS and the Membership Committee of the SVS approve the application, the name of the applicant for International Membership will be presented to the SVS at a regularly convened Annual Business Meeting of the membership for final action. A majority vote of those members present and voting is required for election to International Membership.
 8. Any applicant who is not approved by the Membership Committee and/or Board of Directors or is not elected by the membership may reapply. A new application must be submitted, including a new completed application form and two new letters of sponsorship, as described above.
 9. SVS International Membership Application forms are available at: http://www.vascularweb.org/professionals/SVS_Membership/Categories_Membership/international_membership.html . These forms must be submitted electronically by each applicant before March 1st of the year to be considered for vote at the SVS annual meeting in June.

Article VI – Officers: Elections and Duties

1. The officers of this Society shall consist of a president, president-elect, secretary, treasurer and recorder, all to be elected as provided in these bylaws.
2. The Executive Committee of this Society will consist of the five officers of the Society, the two previous past presidents and the three Counselors-at-large, all as voting members . Two additional non-voting members of the Executive Committee are the Chair of the membership and the Chair of the program Committee.
3. The president shall preside at Executive Committee meetings and the annual meeting. Successors to vacated offices of the Society shall be appointed by the president until the position is filled at the next annual meeting.

4. The president and president-elect of the Society shall be elected for terms of two years each. The secretary, treasurer, recorder, and councilors-at-large shall be elected for three-year terms.
5. The president-elect, in the absence or incapacity of the president, shall perform the duties of the president's office.
6. In the absence of both the president and president-elect, the chair shall be assumed by the secretary
7. The secretary shall keep minutes at the meetings of the Society and the Executive Committee, update the executive committee on membership database and new applicant files and conduct correspondence of the Society. The secretary will issue an annual written report at the annual meeting.
8. The treasurer shall receive all monies and funds belonging to the Society, pay all bills, render bills for dues and assessments, and report to the membership at the annual meeting. The treasurer will prepare an annual report for audit.
9. The recorder shall receive all papers presented before the Society. The recorder shall be responsible for assuring prompt editorial review of manuscripts in concert with other Society members.
10. Three councilors-at-large shall be elected for three-year terms, with election of one councilor occurring annually so as to provide overlapping terms.

Article VII – Executive Committee

1. There shall be an Executive Committee consisting of the president, president-elect, secretary, treasurer, recorder, three councilors-at-large, and the two most recent past presidents.
2. The program committee chair and the membership committee chair shall be non-voting members of the Executive Committee.
3. The Executive Committee shall be the governing body of the Society and shall have full power to manage and act on all affairs of the Society.
4. Executive Committee meetings shall be held at the call of the president of the Society.
5. A majority of the members of the Executive Committee shall constitute a quorum for the transaction of business.
6. The Executive Committee will meet prior to the annual meeting to nominate officers, councilors, representatives and other committee members for presentation to the membership at the annual meeting.
7. The Executive Committee will appoint a program chairman at its annual meeting for the next annual meeting.

Article VIII – Committees and Representatives

1. Standing committees of the Society shall consist of a nominating committee, a program committee and a membership committee.
2. The nominating committee shall consist of the current president in office, the president-elect and the two most recent past presidents. Its function shall be to

make up a slate of officers, committee members and representatives to be presented to the executive committee at the annual meeting.

3. The program committee shall solicit papers and other presentations from members and other individuals and make up the program for the upcoming meeting.
4. The membership committee shall consist of four members to serve overlapping terms of four years each. The Secretary shall serve as ex-officio. A new member shall be appointed annually by the President. The most senior member of the Membership Committee shall serve as Chair. The committee shall review all applications for membership and shall present their nominations for Active and Candidate membership to the Executive Committee for review and ratification at the Annual Business Meeting. The Membership Committee shall also assist the Secretary with membership development and expansion campaigns.

Article IX – Meetings

1. The annual meeting of the Polish Chapter shall be held at a time and place selected by the Executive Committee.
2. The business meeting of the Society shall be conducted during the annual meeting. Officers of the Society shall be elected by a majority vote of active members present at the business meeting.
3. All active members must attend the annual meeting a minimum of one year out of every three years. There is no attendance requirement for honorary or senior members.

Article X – Dues and Fees

1. Dues and assessments shall be levied by the Executive Committee and approved by the membership at the annual meeting.
2. Any member whose dues remain unpaid for a period of two years shall be dropped from membership, provided that notification of such lapse is given at least three months prior to its effective date. The member may be reinstated on approval of the Executive Committee following payment of the dues in arrears.

Article XI – Resignations, Expulsions

1. Resignations of members otherwise in good standing shall be accepted by a majority vote of the Executive Committee.
2. Charges of unprofessional or unethical conduct against any member of the Society, if proffered in writing and submitted to the Executive Committee, must be acted upon within one year. The Executive Committee's concurrence of disallowance of the charges shall be presented to the membership at the

annual meeting. The three-fourths (3/4) affirmative vote of the members present shall be required for expulsion.

Article XII – Quorum

1. The members present at any official meeting of the society shall constitute a quorum necessary to change the constitution and bylaws of the Society, to make assessments, to authorize appropriations or expenditures of money other than those required in the routine business of the Society, to elect officers and members, and to expel members.

Article XIII – Alterations, Repeal

Bylaws may be altered or repealed at the annual meeting by a two-thirds (2/3) affirmative vote of the members present.

Article XIV – Procedure

Proceedings of the Polish Chapter of the SVS shall be conducted under Robert's Rules of Order.

Article XV – Candidate Group

There will be a Candidate group of the society consisting of participants who are in good professional standing in a vascular surgery residency program . Participants in the Candidate Group will submit an application to the society office including two letters of recommendation from society members and may:

- a. Attend the scientific meetings at no cost.
- b. Present papers, if sponsored by a Society member
- c. Attend the annual banquet.
- d. Receive meeting notices and routine correspondence.

Candidate members shall be promoted to active membership upon completion of their vascular surgery residency (or equivalent) and upon receipt by the society office of a copy of the vascular surgery training certificate (or equivalent). At this time, the newly promoted active member will be bound by the requirements of active membership in the society and can apply for International membership in the SVS.