

## **BYLAWS**

### **THE ADVISORY BOARD ON MASSAGE THERAPY VIRGINIA BOARD OF NURSING**

#### **Article I - Members of the Advisory Board**

The appointments and limitations of service of the members shall be in accordance with Section 54.1-3029.1 of the Code of Virginia.

#### **Article II - Officers**

Section 1. Titles of Officers - The officers of the advisory board shall consist of a chairman and a vice-chairman elected by the advisory board. The Deputy Executive Director of the Board of Nursing shall serve in an advisory capacity.

Section 2. Terms of Office - The chairman and the vice-chairman shall serve for a one-year term and may not serve for more than two consecutive terms in each office. The election of officers shall take place at the first meeting after July 1, and officers shall assume their duties immediately thereafter.

Section 3. Duties of Officers.

a. Chairman

- (1) The chairman shall preside at all meetings when present, make such suggestions as he may deem calculated to promote and facilitate its work, and discharge all other duties pertaining by law or by resolution of the advisory board. The chairman shall preserve order and conduct all proceedings according to and by parliamentary rules and demand conformity thereto on the part of the members.
- (2) The chairman shall appoint members of all committees as needed.
- (3) The chairman shall act as liaison between the advisory board and the Board of Nursing on matters pertaining to certification, discipline, legislation and-regulation of massage therapy.

b. Vice-Chairman

The vice-chairman shall preside at meetings in the absence of the chairman and shall take over the other duties of the chairman as may be made necessary by the absence of the chairman.

### **Article III - Meetings**

Section 1. There shall be at least one meeting each year in order to elect the chairman and vice-chairman and to conduct such business as may be deemed necessary by the advisory board.

Section 2. Quorum - Three members shall constitute a quorum for transacting business.

Section 3. Order of Business - The order of business shall be as follows:

- (1) Calling roll and recording names of members present
- (2) Approval of minutes of preceding regular and special meetings
- (3) Adoption of Agenda
- (4) Public Comment Period
- (5) Report of Officers
- (6) Old Business
- (7) New Business

The order of business may be changed at any meeting by a majority vote.

### **Article IV - Amendments**

Amendments to these bylaws may be proposed by presenting the amendments in writing to all advisory board members prior to any scheduled advisory board meeting. If the proposed amendment receives a majority vote of the members present at that regular meeting, it shall be presented for consideration and vote to the Board of Nursing at its next regular meeting.