

Preamble to the Bylaws of the Coalition of Michigan Organizations of Nursing

COMON Mission Statement

COMON is a coalition of nursing organizations and entities within the state of Michigan. COMON's mission is to serve as a vehicle that gives all nurses the opportunity to network, share educational opportunities, and collectively work toward achieving mutually agreed upon goals that promote nurses and nursing in the state of Michigan.

Adopted 6-17-2010.

COMON Vision Statement

COMON advocates for nursing, works effectively to improve nursing, and is recognized as a critical and significant voice of professional nursing in Michigan.

Adopted 6-17-2010.

COMON Principles of Collaboration for Advancing A Legislative Agenda for Nursing

1. Coalition select(s) issue(s) through a process of consensus building. Possible issues are discussed which are issues all the coalition organizations can support and which meet the criteria established for issue selection.
2. Coalition organizations work collaboratively using established criteria to advance the issue.
3. Any organization with concerns about the direction an issue takes or strategy makes a commitment to bring that concern to the Coalition in a timely manner.
4. In order for Nursing to move its Agenda, any member organization opposing an issue will not speak publicly against that issue once the provisions of the issue have been agreed upon and ratified by a majority of members of the Coalition.
5. As issues are played out in the legislature, there will be issue-specific coalition task forces that will provide ongoing review of legislation.

Principles of Collaboration Adopted 4-4-90
Revised 12-9-98

Bylaws

Coalition of Michigan Organizations of Nursing (COMON)

ARTICLE I NAME

The Name of the organization is the Coalition of Michigan Organizations of Nursing (COMON)

ARTICLE II PURPOSE

The Purpose of this coalition is:

- A. To provide for the exchange of appropriate information among those interested in nursing.
- B. To provide an organized collaborative voice for nursing on issues of common concern or any issues which impact the practice of nursing.
- C. To promote understanding, cooperation and communication among nursing organizations.

ARTICLE III MEMBERSHIP

Section 1: Eligibility

- A. Membership is open to all nursing organizations.
- B. For nursing organizations that are not organized at the state level, the chapters/subgroups of that organization within the state would together constitute the nursing organization for purposes of membership in the Coalition of Michigan Organizations of Nursing (COMON).

Section 2: Qualifications

- A. A nursing organization is defined as one having a governing body and membership comprised of a majority (51%) of nurses.
- B. Been in existence for at least two years prior to submitting its application, or an affiliate of a pre-existing national organization that has been in existence for at least two years.
- C. A formalized mission/purpose compatible with the purpose of COMON.

Section 3: Application

- A. Application for membership shall be by letter of intent from the chief elected officer of the applying organization to the COMON Chairperson, and submission of the completed application packet to the COMON chairperson.
- B. Membership for prospective organizations will be brought forward as a motion, seconded, and ratified by a majority vote of existing member organizations at the next meeting following receipt and review of the completed application packet.

Section 4: Termination/Resignation

- A. Resignation of membership shall be by letter stating such from the chief elected officer of the terminating organization to the COMON Chairperson.
- B. Member organizations that fail to pay requisite dues within 6 months of receipt of dues notice shall be declared in default of dues and subject to termination of membership

Section 5: Fees

- A. Member organizations shall pay a yearly membership fee to be determined by the membership at the annual meeting.
- B. Membership fees are due at the beginning of the COMON fiscal year, October 1.

ARTICLE IV PROVISIONAL AND ASSOCIATE MEMBERSHIP

Section 1: Eligibility

- A. The Provisional Membership category is open to newly formed (less than two years) nursing organizations in the state of Michigan.
- B. The Associate Membership category is open to entities interested in nursing issues in the state of Michigan.

Section 2: Qualifications

- A. A nursing organization is defined as one having the majority (51%) of the governing body and membership composed of nurses.
- B. Been in existence for less than two years.
- C. An interested entity is defined as one having concerns and issues similar to those of COMON and sharing the goals of COMON.

Section 3: Application

- A. Application for Provisional Membership shall be by letter of intent from the chief elected officer of the applying organization to the COMON chairperson, and submission of the completed application packet to the COMON chairperson.
- B. Application for Associate Membership shall be by letter of intent from an individual or the highest ranking representative of the interested entity to the COMON Chairperson, and submission of the completed application packet to the COMON chairperson.
- C. Provisional or Associate Membership will be brought forward as a motion, seconded, and ratified by a majority vote of COMON existing member organizations at the next meeting following receipt and review of the completed application packet.

Section 4: Termination

- A. Provisional membership will be terminated on the organization's second anniversary of incorporation.
- B. Associate Membership shall persist unless the member requests termination in writing or the majority of existing COMON member organizations vote to terminate for cause.
- C. Provisional or Associate member organizations and entities that fail to pay requisite dues within 6 months of receipt of dues notice shall be declared in default of dues and subject to termination of membership.

Section 5: Fees

- A. The membership fee for Provisional or Associate Members will be 50% of the current organizational membership fee.
- B. Student Nurses' organizations and the Michigan Board of Nursing will be exempt from membership fees.

Section 6: Voting

- A. Organizations and entities holding Provisional or Associate Membership have voice, but do not vote.

ARTICLE V OFFICERS and DUTIES

Section 1: Officers

- A. Officers shall be Chairperson, Chairperson-Elect, Secretary, and Treasurer.

Section 2: Term of Office

- A. Term of office shall be two years.
- B. Term of office begins on October 1 and ends on September 30, as does the COMON fiscal year.
- C. No more than two consecutive terms per office per organization.

Section 3: The Chairperson shall:

- A. Preside at COMON meetings
- B. Issue the call to meeting
- C. Appoint tellers for elections
- D. Represent COMON as deemed appropriate
- E. Collaborate with officers to prepare the agenda.

Section 4: The Chairperson-Elect shall:

- A. Serve as the Chairperson in the absence of the Chair
- B. Collaborate with officers in preparation of the agenda
- C. Perform miscellaneous duties as assigned by the Chairperson

Section 5: The Secretary shall:

- A. Maintain COMON records, including minutes
- B. Keep current membership roster
- C. Send out meeting notices
- D. Distribute minutes prior to each meeting and have copies on site if needed.

Section 6 The Treasurer shall:

- A. Be responsible for verification of appropriate allocation of all COMON monies
- B. Disburse funds as authorized by the membership, officers, or Executive Committee, consistent with financial policy
- C. Keep financial records, consistent with standard accounting practices
- D. Provide a financial report at each meeting.

ARTICLE VI NOMINATION and ELECTION

Section 1 Nominations

- A. Nominations for an open officer position shall be received from the floor at the annual meeting
- B. Nominees for offices must be the representative of a COMON member organization in good standing
- C. Member organizations can have only one representative holding office at a time.

Section 2 Elections

- A. In even-numbered years, the officers to be elected will be the Chairperson-Elect and Secretary
- B. In odd-numbered years, the officer to be elected will be the Treasurer.

Proviso: in 2009 the Treasurer will be elected, in 2010 the Chairperson-Elect and Secretary will be elected. The Chairperson and Chairperson-Elect elected in 2008 will serve until 2010.

Section 3 Voting

- A. Voting shall be conducted in any of the following manners: ballot, mail, e-mail, phone, voice, or fax
- B. Each member organization shall have one vote.

ARTICLE VII EXECUTIVE COMMITTEE

Section 1 Executive Committee

- A. The Executive Committee shall be composed of the Chairperson, Chairperson-Elect, Secretary, Treasurer, and the immediate past-Chairperson.
- B. The Executive Committee shall conduct the business of COMON between membership meetings, and report any action taken to the membership at the next regularly scheduled meeting.

ARTICLE VIII MEETINGS

Section 1: Meeting Dates

- A. A minimum of three meetings will be held annually. The annual meeting will be held in September.
- B. Special meetings may be called by the Chairperson upon the written request of three of the members.

Section 2: Voting at Meetings

- A. A majority of the membership shall be considered a quorum.
- B. Each member organization shall have one vote.
- C. Members may use mail, e-mail, phone, voice, or fax to vote.

ARTICLE IX PARLIAMENTARY AUTHORITY

Section 1: Parliamentary Authority

- A. The rules contained in the current edition of "Roberts Rules of Order Newly Revised" shall govern all parliamentary questions.

ARTICLE X AMENDMENT OF BYLAWS

Section 1: Amendment of Bylaws

- A. These Bylaws may be amended at any regular meeting of COMON by a two-thirds (2/3) vote, provided that the amendment(s) have been submitted in writing to the membership thirty (30) days in advance of the meeting date.
- B. The members may be notified of the amendment text by mail, email, or fax.

ARTICLE XI DISSOLUTION OF COMON

Section 1: Dissolution of COMON

- A. Any member organization in good standing may submit a dissolution resolution
- B. The resolution for the dissolution of COMON shall be sent to all active member organizations
- C. A two-thirds (2/3) affirmative vote of all member organizations in good standing is necessary to dissolve the organization
- D. All debts and liabilities incurred by COMON shall be satisfied; any remaining funds or other resources shall be given to an organization whose purpose, objectives and tax status are similar to those of COMON.

Record of Bylaws Amended: See Revision Forms Attached

Bylaws amended and approved 3/3/2005:

Article II, Sections 1 & 2.

_____, Secretary/Treasurer
Jonnie Hamilton

Bylaws amended and approved 9/8/2005:

Article IV added; subsequent Articles renumbered.

_____, Secretary/Treasurer
Jonnie Hamilton

Bylaws amended and approved 3/8/2007:

Article IV, Sections 1-6 (revised to include Associate Membership)

Article V, Sections 6 (revised to include Secretary only) & 7 (added to define Treasurer).

Article VI (added to define Executive Committee), subsequent Articles renumbered

Article IX (revised to reduce to 30 days the advance notice period for Bylaws amendments.

_____, Secretary Pro Tem
Carole Stacy

Bylaws amended and approved 12/13/2007:

Article V, Section 2 (revised to extend term of office to two years).

_____, Secretary
Carole Stacy

Bylaws amended and approved 12/18/2008:

Omnibus Amendments to all Sections were made to improve consistency, revise Article V Officers and Duties (officer succession), add Article VI Nomination and Election (staggered terms for officers), renumber succeeding Articles, and add Article XI, Dissolution of COMON.

_____, Secretary
Carole Stacy

Bylaws amended and approved 6/17/2010:

Addition of Preamble (COMON Mission, Vision, and Principles of Collaboration), multiple changes to Article III Membership and Article IV Provisional and Associate Membership, dealing with conditions of membership, application for membership, granting of membership, and membership fees.

_____, Secretary
Carole Stacy

Bylaws amended and approved 3/17/11:

Addition of Article III, Section 5-B Fees, payment due date is Oct. 1, beginning of fiscal year; and addition of Article V, Section 2-B, officer terms begin and end with fiscal year dates (Oct. 1 start, Sept. 30 end).

_____, Secretary
Carole Stacy