



Section 1-Chapter Name

The name of this Chapter is the American Massage Therapy Association - Texas Chapter (hereafter referred to as AMTA - TX Chapter).

Section 2-Chapter Board of Directors

The AMTA Chapter Board of Directors shall consist of elected Chapter Officers along with the Immediate past president

The Board of Directors shall hold an annual retreat to provide for Chapter strategic planning and orientation for newly elected officers and appointed officers at the Boards discretion.

Section 3-Chapter Meetings

- Chapter Board of Directors shall meet four times a year, one being at the general membership meeting.
- The General Membership Meeting shall be for the election of open positions on the Board of Directors and may have a Continuing Education Event.
- The General Membership Meeting shall be for providing appropriate Continuing Education for the Membership.
- All meetings are open to the membership.

Section 4-Committees

AMTA-TX Standing Committee	Reports to
Benevolence	President
M.E.R.T.	President
Continuing Education	President
Event Coordinator	3rd Vice President
Law & Legislation	2nd Vice President
Membership	1st Vice President
Special Interest Groups	1st Vice President
NMTAW	3rd Vice President
Newsletter	3rd Vice President
Sports Massage	1st Vice President
Government Relations	2nd Vice President
Non-Government Alliances	2nd Vice-President

*Cheryl G. Smith PhD
8/20/08*



Section 5-Units

- Units are local representations of AMTA and AMTA-TX Chapter.
- Units will be governed by current National Bylaws and Chapter Standing Rules.
- Units cannot enter into contracts on behalf of the AMTA or AMTA-TX Chapter.

5.1 Unit Formation

- A local unit of the AMTA-TX Chapter may be formed or maintained in any geographical area where five or more current AMTA members reside. A letter requesting unit formation signed by the five current AMTA members is to be sent to the 1st Vice President.
- The boundaries of the local unit shall be defined by zip codes.
- The full name of each Unit shall be: AMTA-TX Chapter, _____ Unit.
- The Chapter Board of Directors is responsible for establishment of local Units and shall inform the National Office and Unit Leadership via the 1st Vice President of action taken and why.

5.2 Unit Meetings

- Local units shall hold a minimum of two meetings per year.
- Time, place and purpose of meetings to be determined by membership consensus and not to conflict with National Bylaws or Chapter Standing Rules.
- One meeting per year is to hold elections for Unit Leadership.
- Minutes of all meetings held are to be submitted to AMTA-Texas Chapter 1st Vice President.

5.3 Unit Officers

- Minimum Unit Officers shall be: Chair, Vice-Chair and Secretary/Treasurer.
- Terms shall not exceed two years.
- Officers must hold current membership in AMTA.

5.4 Unit Financials

- Units shall receive their funding from the Chapter or from Special Projects approved by the Chapter Board of Directors.
- No Unit need assess dues of the membership to belong to a Unit.
- Unit Officers are responsible for submission of the following to the Board of Directors via the 1st Vice President when requested:
 - 1) Annual Budget,
 - 2) Semi-annual Financial Report, and
 - 3) Monthly Expense Reports (as incurred).
- Funding Requests for Special Projects are to be submitted to the AMTA-TX 1st Vice President for presentation to the Board of Directors for approval.
- All Financial Reports are to be sent via the AMTA-TX Chapter 1st Vice President.

5.5 Unit Termination

A Unit shall be considered terminated if that Unit fails to hold meetings or provide required documentation of meetings or required financial reports or if the Unit notifies the AMTA-TX Chapter 1st Vice-President of their dissolution.

Cheryl A. Amador
8/20/08



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Board of Directors

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M. K. Brennan

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Judy Stahl

Immediate Past President

Leena S. Guptha, D.O.

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Kathleen A. Miller-Read

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Members-at-Large

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Kathie Lea

William Ron McKnight

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Nathan Nordstrom

Jeff Smoot

Executive Director

Elizabeth M. Lucas, CAE

August 20, 2008

John Kelley, President

AMTA- Texas Chapter

3205 Foxcreek Dr

Richardson, TX 75082-3073

Gary Don Popken, Secretary

AMTA- Texas Chapter

15706 Overmead Circle

Dallas, TX 75248-4231

Dear AMTA- Texas Chapter,

I am in receipt of your proposed Chapter Standing Rules and minutes.

I have found your Standing Rules to be in compliance with National Bylaws and therefore approve them for immediate adoption. Please keep this letter and the attached copy of those Standing Rules submitted which bear my signature as proof of acceptance.

Copies of any future changes to your Chapter Standing Rules must be submitted for approval to the National Bylaws Standing Committee Chair and should be accompanied by minutes documenting their adoption.

Thank you for your continued efforts on behalf of the AMTA! If I can be of further assistance please do not hesitate to contact me.

Sincerely,

Cheryl L. Siniakin, Ph.D.,
AMTA Bylaws Standing Committee Chair
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