

## Changes requested by Secretary Bob Heard October 6, 2016

### Constitution revisions

#### G. Membership dues and fees **(Current language)**

3. The National Office Manager shall receive all membership applications and funds and submit copies of same to the Vice President (membership committee chair) and the appropriate Regional Director. The original application shall be sent to the Secretary. Funds collected shall be deposited to the AAPP operational account. Upon completion of the background check by the Regional Director, and receipt of the funds (as verified by the Treasurer), the National Office Manager will issue each new member a number and the Secretary will send them a directory, membership pin and membership certificate. The National Office Manager will collect annual dues from each member required to pay dues. The National Office Manager will mail a dues notice no later than December 1 and the dues will be payable by January 1. Receipts for dues will be issued only upon specific request. Any member not having paid dues by March 31st will be considered delinquent and be mailed a second notice by the National Office Manager. Any member not having paid dues or any special assessment by the opening of the Annual Meeting will be dropped from membership. The National Office Manager will notify the Treasurer of delinquency. After review, if necessary the treasurer shall direct the Secretary to drop the person from the roster and all mailing lists.

#### XI Officer and Board of Directors

B. 4. Secretary: The Secretary shall be responsible for correspondence related to the AAPP. He/She shall keep and have full charge of all records and the minutes of all meetings of the AAPP. The Secretary will publish accurate and complete minutes in the Journal, as well as publish all pertinent announcements and information to the membership. Advance notices are required of all membership meetings and educational seminars of the AAPP. Such notice shall be published in the Journal. He/she shall maintain a correct and current record of total membership and a list of all members to include, but not be limited to, their addresses and class of membership. During the month of July of each year, the Secretary shall have printed and distributed a directory of the current membership. The Secretary shall have available at each Annual Meeting a list of current paid members eligible to vote. The items are issued pending approval of membership at the next Annual Meeting. The Secretary shall read all communication, reports, etc., unless waived, and shall reply to all communications as directed by the President. The Secretary shall perform all other duties as required by the Constitution and By-laws and such duties as directed by the President. The nominee shall have been an Active Member for at least three years. The Secretary's two-year term will overlap the two-year term of the Treasurer (elected in even years).

## ARTICLE VI

### CONSTITUTIONAL AMENDMENTS AND BYLAWS

A. This Constitution and Bylaws may be adopted, amended, or repealed.

B. Any change or amendments to the Constitution must be presented in writing to the full membership at least thirty days prior to the Annual Meeting. The motion for a Constitution amendment or change shall only carry when it has been seconded by a voting member and carried by a two-thirds majority of the voting members present. Upon passage the amendment or change shall take effect immediately unless otherwise specified in the change or amendment.

#### **Change from: (current)**

**XIII. 2. Editor** - The official publication of the AAPP shall be the Journal. The Journal will be published quarterly (with three-month intervals) with the first publication in January of each year. The Editor shall

compile, produce and publish the Journal pursuant to the direction and approval of the President. **The Editor shall be responsible for mailing the Journal. The Editor will notify the Treasurer of the monies owed the association for advertising and the Treasurer will collect the fees directly from the advertisers.** The Board of Directors will set advertising fees by majority vote. No fees will be charged for the posting of available polygraph positions. The Editor will determine the due dates for all articles. Each Board member shall submit an article. In addition, Regional Directors will provide the Editor with all upcoming polygraph school and seminar dates, as well as, all state/regional seminar dates. This will be published as part of a regular article.

The following shall also be considered regular articles and prepared by the Editor: Pending Applications, List of New Members, **Changes of Status in Membership**, Legislative, Research, Meeting minutes, and any other articles as directed by the President.

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