



NNA

NEBRASKA NURSES ASSOCIATION

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BYLAWS

As amended by the NNA House of Delegates

January 1, 2018

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NEBRASKA NURSES ASSOCIATION BYLAWS
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NNA Mission Statement: Nebraska Nurses advancing our profession to improve health for all.

NNA Vision: Nebraska Nurses Association will be a proactive voice for nurses and an advocate for improved health for all.

NNA Core Priorities:

C- Collaboration

A- Advocacy

R- Recognition

E- Education

ARTICLE I

NAME, PURPOSES, AND FUNCTIONS

Section 1. Name

The name of the Association shall be the Nebraska Nurses Association, hereinafter referred to as NNA, a constituent of the American Nurses Association, hereinafter referred to as ANA.

Section 2. Purposes

The purposes of NNA shall be to:

- a. work for the improvement of health standards and the availability of health care service for all people,
- b. foster high standards of nursing practice, and
- c. stimulate and promote the professional development of nurses and advance their professional security.

These purposes shall be unrestricted by consideration of age, color, creed, disability, gender, health status, lifestyle, nationality, race, religion, or sexual orientation or any other consideration in accordance with the bylaws of the American Nurses Association.

Section 3. Functions

The functions of NNA shall be to:

- a. promote standards of nursing practice, nursing education, and nursing services as defined by ANA;
- b. promote adherence to the code of ethical conduct for nurses (*Code of Ethics for Nurses*) as established by ANA;

- c. ensure a system of credentialing for nursing continuing education;
- d. initiate and influence legislation, governmental programs, and state health policy;
- e. promote and protect the professional security of nurses;
- f. provide for the continuing professional development of nurses;
- g. maintain communication with and provide services to members;
- h. assume an active role as consumer advocate in health;
- i. represent and speak for the nursing profession with health groups, community groups, governmental bodies and the public at the state level;
- j. provide for representation in the ANA Membership Assembly and the ANA Leadership Council;
- k. promote relationships with the state student nurses association; and
- l. protect and promote the advancement of human rights related to health care and nursing.

Section 4. Articles of Incorporation

The NNA to be eligible for membership in ANA, has articles of incorporation and bylaws that governs its individual members and regulates its affairs that are harmonious with ANA bylaws.

ARTICLE II

MEMBERSHIP

Section 1. Composition

The NNA shall consist of the joint members of both the American Nurses Association - ANA, and state Nebraska Nurses Association – NNA, hereinafter referred to as ANA/NNA members.

Membership is open to all registered nurses and shall be unrestricted by consideration of age, color, creed, disability, gender, health status, life style, nationality, race, religion, or sexual orientation or any other consideration in accordance with the bylaws of the American Nurses Association.

Section 2. Qualifications

A member of both NNA and ANA is one:

- a. who is granted a license to practice as a registered nurse in at least one state, territory, or District of Columbia of the United States and who does not have a license under suspension or revocation in any state, or is otherwise entitled by law to practice;
- b. whose application for membership has been accepted in accordance with association policy;
- c. whose dues are not delinquent;
- d. whose membership is not under revocation under Article II, Section 4 of these bylaws;
- e. who is retired and/or no longer chooses to practice, but whose license was in good standing with his/her licensing board at the time the nurse made the

- decision to no longer maintain an active license, and who does not have a license under suspension or revocation in any state;
- f. who may, in accord with NNA's policies and procedures, include in its membership the nurse in recovery who has surrendered a license to practice.

Section 3. Privileges

Members of NNA and ANA shall be entitled to:

- a. receive an ANA/NNA membership card and the official publications of the ANA and NNA;
- b. be a candidate for ANA and/or NNA elective and appointive positions in accordance with ANA and NNA bylaws and applicable policies;
- c. participate in the election of representatives and alternates to the ANA Membership Assembly in accordance with ANA and NNA bylaws;
- d. participate in election of members to NNA elective positions as provided in these bylaws;
- e. attend meetings of the ANA Membership Assembly and NNA Annual Membership Meeting, ANA/NNA events and other unrestricted ANA and NNA activities;
- f. attend the Quadrennial Congress of the International Council of Nurses;
- g. utilize such services as may be available to members;
- h. continue to have all rights of membership in the American Nurses Association as provided in the ANA bylaws until such time as 2/3 of the entire NNA membership votes to disaffiliate from the ANA. "NNA membership," for these purposes, is defined as individual members of the NNA who have ANA rights and privileges of membership as a result of their NNA membership. The vote may occur by mail or electronic ballot, with appropriate notice and procedures to protect the integrity and validity of the vote; and
- i. receive due process in the event of disciplinary action as hereinafter described.

Section 4. Obligations

A member has an obligation to:

- a. uphold the purposes, goals and bylaws of the NNA and ANA according to the membership category.
- b. abide by the ANA *Code of Ethics for Nurses*;
- c. fulfill the requirements of an office or committee if elected or appointed; and
- d. pay dues as required by association policy.

Section 5. Disciplinary Action

Members shall be subject to reprimand, censure, suspension, or expulsion for:

- a. violations of the bylaws of ANA or NNA according to the membership category;
- b. violation of the *Code of Ethics for Nurses* as established by ANA;
- c. action by another Constituent/State Nurses Association. Any disciplinary action taken against one of its members shall be given full recognition and enforcement by NNA, provided that such action was taken in accordance with that C/SNA's bylaws and disciplinary procedures;
- d. non-payment of dues;

- e. disciplinary action shall be conducted in accordance with NNA policies and procedures established by the Board of Directors and pursuant to common parliamentary and statutory law.
- f. a member may appeal any disciplinary action, in accordance with NNA policies and procedures established by the Board of Directors, and pursuant to common parliamentary and statutory law.

Section 6. Member in Good Standing

An ANA/NNA member in good standing has met all conditions to qualify as a member prior to joining, has fulfilled the obligations of a member and is not subject to disciplinary action.

Section 7. Transfer

A member who has completed full payment of dues in one C/SNA may transfer to NNA without payment of additional dues or refund for the remainder of the membership year. A fully paid NNA member who transfers to another C/SNA will not be entitled to a refund of paid dues.

ARTICLE III

ORGANIZATIONAL AFFILIATES OF NNA

Section 1. Qualifications

An organizational affiliate of NNA is an association that:

- a. is a nursing or health related organization that has a mission and purpose harmonious with NNA, has a governing body composed of a majority of registered nurses, and who meets criteria established by the NNA Board of Directors;
- b. has been granted organizational affiliate status by the NNA Board of Directors; and
- c. has paid an annual organizational affiliation fee to NNA.

Section 2. Rights

Each organizational affiliate shall be entitled to:

- a. one registered nurse representative who holds concurrent NNA membership shall have a vote in the NNA Annual Membership Meeting;
- b. make reports or presentations to the NNA Annual Membership Meeting within its area of expertise; and
- c. submit the names of representatives qualified for appointment to ad hoc groups, task forces, committees and for election to Committees.

Section 3. Responsibilities

Each organizational affiliate shall maintain a mission and purpose harmonious with the purposes and functions of NNA.

Section 4. Disqualification

Any organizational affiliate which fails to maintain qualifications stated in section 1 or who fails to support the NNA mission and policies may be disqualified by a two-thirds vote of the Board of Directors, provided due notice has been given. Such organizational affiliate and its members must be notified at least three months before the vote is taken and the organizational affiliate shall have the opportunity for a hearing with the Board within said three-month period.

Section 5. Reinstatement

Any organizational affiliate which has been disqualified may be reinstated by a two-thirds vote of the Board.

ARTICLE IV

DUES

Section 1. Amount of Dues

The NNA Membership shall establish the annual state dues. Membership rights shall be forfeited upon failure to pay dues as required by NNA policy.

Section 2. Change of Dues Amount

ANA/NNA members in good standing shall vote to amend dues rates in accordance with ANA/NNA dues policies.

Section 3. Dues Payment

- a. Annual dues of NNA members shall consist of ANA and NNA dues;
- b. A change in these dues shall affect the annual dues payment.
- c. All dues payments shall remain compliant with ANA and NNA dues policies and in accord with the written agreement between NNA and ANA.

Section 4. Dues Categories

- a. Full membership dues:
Employed full or part-time
- b. Reduced membership dues - members who qualify for one of the following categories may elect to pay 50% of annual dues:
 1. members who are not employed;
 2. registered nurses enrolled in Baccalaureate Degree Nursing Programs or Advanced Degree Programs more than one-half of the full time load defined by the college/university catalog;
 3. graduates from basic nursing programs are eligible to receive this reduced rate for a first year membership, if membership is initiated within six months of licensure to practice as a registered nurse.
 4. registered nurses 62 years of age or over and not earning more than Social Security system allows.
- c. Special Membership Dues - members who qualify for one of the following categories may elect to pay 25% of annual dues:
 1. members sixty-two years of age or older who are not employed; or

- 2. members who are unable to work due to total disability.
- d. The NNA Board of Directors, at their discretion, may waive dues for a specific period of time, in times of hardship. The nurse whose dues are waived shall retain all rights and privileges as a member in good standing.

Section 5. Change of Dues Category

- a. Members becoming eligible for new dues categories within their membership year shall notify NNA of such eligibility. NNA shall, upon written verification of eligibility, permit members to pay the rate specified in the bylaws for the new category.
- b. The Association will not make reimbursement nor collect additional dues retroactively.

ARTICLE V

ANNUAL MEMBERSHIP MEETING

Section 1. Composition

The NNA Annual Membership Meeting (AMM) shall be composed of the Board of Directors and NNA members in good standing and one representative from each duly recognized organizational affiliate.

Section 2. Responsibilities

The NNA Annual Membership Meeting shall establish rules of procedure for meetings.

Section 3. Members Participating in the Annual Membership Meeting.

Members in good standing will be eligible to participate.

Section 4. Meetings

- a. The NNA Annual Membership Meeting shall meet annually.
- b. The time and place of the meeting shall be determined by the Board of Directors.
- c. Constituent members of the NNA Membership shall be notified in writing of a meeting of the NNA Membership at least 45 days prior to the meeting.
- d. A special meeting of the NNA Membership may be called by the President at the request of a two-thirds vote of the Board of Directors or by written (electronic) petition of 45 or more members in good standing upon 10 days prior notice to members.

Section 5. Quorum

A quorum for transaction of business by the NNA at a duly noticed meeting of the Membership shall consist of five members of the Board of Directors, one of whom shall be the president, vice-president, or president-elect, and a minimum of 45 or more members in good standing.

ARTICLE VI

BOARD OF DIRECTORS

Section 1. Definition

The Board of Directors is the corporate body composed of officers elected by the NNA membership and Committee Chairs elected by each standing committee.

Section 2. Composition

The Board of Directors shall consist of the NNA president, president-elect, vice president, secretary, treasurer, and four committee chairs representing the four standing committees.

Section 3. Authority

- a. The Board of Directors is a governing body of NNA, as defined by the Membership.
- b. The Board of Directors shall have the authority delegated to it by the NNA Membership, including the duty and power of acting for the membership in the intervals between meetings and voting by the NNA Membership, and other duties and powers as defined in these bylaws.

Section 4. Accountability

The Board of Directors shall report and be accountable to the NNA membership through the voting by members in good standing.

Section 5. Responsibilities

The Board of Directors shall:

- a. exercise the corporate responsibility and fiduciary duties of the association consistent with applicable provisions of law;
- b. provide for implementation of association policies and procedures;
- c. establish policies and procedures for the following:
 1. transaction of business, coordination of association activities, and operation and maintenance of a state headquarters;
 2. adoption of the budget,
 3. submission of all books every 2-5 years, at the end of service of a treasurer or at the discretion of the BOD, to an external accountant for audit.
 4. presentation of an annual financial statement to the membership and at the NNA Annual Membership Meeting;
 5. collection, analysis, and dissemination of information;
 6. nominations, elections, and membership voting,
 7. disciplinary action and appeals for members; and
 8. screening nominees for appointments to state and national positions.
- d. make appointments and fill vacancies as delegated to the Board in these bylaws,

including:

1. appoint, define the authority and responsibilities of, and annually review the performance of the State Director as the chief executive officer or the association management company or the independent contractor;
 2. appoint members to the Nebraska Nurses Association Political Action Committee (NNA-PAC) as specified in the guidelines of NNA-PAC; and
 3. appoint liaison representatives to various health organizations as requested.
- e. define qualifications for appointive office unless otherwise specified in these bylaws;
 - f. provide direction and oversight to the Committees;
 - g. establish and provide oversight of standing and special committees and/or task forces of the Board as deemed necessary for the performance of its duties, and define the purpose and authority of such committees and/or task forces;
 - h. provide for establishment and dissolution of organizational units;
 - i. comply with contractual agreements and statements of understanding between NNA and ANA, and NNA and constituent members;
 - j. establish fees for conventions, specified activities, and services;
 - k. control the use of the official NNA insignia and the procurement and sale of replicas thereof;
 - l. ensure the disposition of historical documents for the collection and preservation of documents and other materials that have contributed and continue to contribute to the historical and cultural development of nursing;
 - m. provide for NNA liaison or representation at meetings of voluntary organizations and of public or governmental agencies;
 - n. establish relationships and collaboration with the Nebraska State Student Nurses Association;
 - o. provide for the dissemination of the *Code of Ethics for Nurses*;
 - p. establish the mechanism to advocate for and protect the human rights and ethical concerns of the nursing profession;
 - q. develop, implement, evaluate, and revise a 3-year strategic plan with financial forecast to carry out the purposes of the NNA; determine annual tactical priorities to facilitate implementation of the 3-year NNA strategic plan,
 - r. develop and recommend short and long-term investment plans for the association; and
 - s. assume other duties as may be provided for elsewhere in these bylaws and by the NNA Membership.

Section 6. Term of Office

- a. The president-elect and treasurer shall be elected in even-numbered years. The vice-president and secretary shall be elected in odd years. The offices of vice-president, treasurer, and secretary require a two-year term. The office of president-elect is a two-year term, followed immediately by a two-year term as president*.
- b. No officer shall serve more than two (2) consecutive terms in the same office nor more than eight consecutive years on the Board of Directors. An officer who has

served one half a term or more shall be considered to have served a term.

- c. No person shall be elected to serve as an officer of the NNA who at the same time would be serving on the Board of Directors by virtue of holding office as a Chair of a Committee.

Section 7. Qualifications

To be eligible to serve on the Board of Directors, a person shall:

- a. hold current individual membership in ANA/NNA.
- b. not concurrently serve as an officer or director of another organization, if such participation might result in a conflict of interest with NNA.
- c. hold a current membership in ANA/NNA, to serve either as president, president-elect, or vice president.

Section 8. Vacancies

In the event of a vacancy:

- a. in the office of president, the president-elect becomes the president until completing the unexpired term and subsequent two year term of president;
- b. in the office of president-elect, the vice-president shall assume duties of the president-elect; except that the vice-president will not serve as ANA delegate unless personally elected as such, and
- c. for offices of secretary, treasurer, and vice-president, the Board of Directors shall fill vacancies by appointment until the next annual election of officers for the position in question, when such vacancy shall be filled by election.

Section 9. Duties of Officers

- a. The president of NNA shall:
 - 1. serve as the official representative of the association and as its spokesperson on matters of association policy and position;
 - 2. serve as the chairperson of the NNA Annual Membership Meeting, the Board of Directors, and the executive committee of the board; and
 - 3. serve as an ex-officio member of all committees
 - 4. appoint special committees and/or task forces of the Board of Directors and may fulfill other duties as designated by the Board of Directors;
 - 5. serve as a representative to the ANA Membership Assembly, and may appoint a designee, if unable to attend;
 - 6. serve as one of the two NNA representatives to the ANA Leadership Council and cast NNA's one vote, and may appoint a designee if unable to attend.
- b. The president-elect of NNA shall:
 - 1. assume duties of the president in the president's absence or at the discretion of the president;
 - 2. serve as a non-voting member of all four committees; and
 - 3. assume other duties as assigned by the Board of Directors;
- c. The vice-president of NNA shall:
 - 1. assume the duties of the president in the absence of both the president and president-elect, or at the discretion of the president;

2. promote events through a variety of means in collaboration with the state director; and
 3. assume other duties as assigned by the Board of Directors.
- d. The secretary of NNA shall:
1. be responsible for ensuring that records are maintained of meetings of the NNA Annual Membership Meeting, the Board of Directors, and the executive committee of the board, and
 2. shall notify constituent members of meetings of the NNA Annual Membership Meeting; and
 3. assume other duties as assigned by the Board of Directors.
- e. The treasurer of NNA shall:
1. be responsible for monitoring the fiscal affairs of the association and shall provide reports and interpretation of NNA's financial condition to the NNA Annual Membership Meeting, the Board of Directors, and the membership; and
 2. oversee the development of the NNA budget by the Governance, Finances, and Membership Committee; and
 3. assume other duties as assigned by the Board of Directors.
- f. Officers and committee chairs shall fulfill the responsibilities of the Board of Directors as defined in these bylaws.

Section 10. Executive Committee

There shall be an executive committee of the Board of Directors composed of the officers, which shall have all powers of the Board of Directors, to transact business between board meetings in accordance with rules established by the board. Such transactions shall be reported at the next regular meeting of the Board of Directors. The members of the executive committee are the President, President-Elect, Vice President, Secretary, and Treasurer.

Section 11. State Director, here after referred to as "State Director"

The Midwest Multistate Division through the Chief Executive Officer of the Division and its Board provides a State Director and necessary staff to carry out the day to day business of the Nebraska Nurses Association according to policies and positions established by the Nebraska Nurses Association Membership Assembly and the Board of Directors. Nebraska Nurses Association does not directly employ any staff.

- a. The Midwest Multistate Division Chief Executive Officer along with the Midwest Multistate Division Board Representative from Nebraska Nurses Association Board of Directors:
1. Appoints a State Director who shall be accountable to the Nebraska Nurses Association Board of Directors and the Chief Executive Officer of the Midwest Multistate Division. The State Director oversees the day to day operations of the Association and may represent the Association and serve as spokesperson on matters of established policies and positions. The Nebraska Nurses Association Board of Directors in collaboration with the Chief Executive Officer of the Division evaluates the State Director.

2. Employs, evaluates, and promotes or terminates staff support positions to meet the needs of Nebraska Nurses Association including, but not limited to, financial and communication functions.
- b. The State Director shall be accountable to the Board of Directors, to be present as a non-voting member at all meetings of the BOD and Committees.
- c. The State Director may represent the association and serve as spokesperson on matters of established policy and positions.
- d. The State Director or designee shall serve as a non-voting representative of the NNA at meetings of the ANA Membership Assembly, unless separately elected as an NNA Representative or Alternate.
- e. The State Director, if a member of NNA in good standing, may participate at the Annual Membership Meeting.
- f. The State Director, or designee, shall be one of NNA's representatives to the ANA Leadership Council.

Section 12. Meetings

- a. By a majority of the Board of Directors, a meeting of the Board of Directors may be held, preceding and/or immediately following each Annual Membership Meeting.
- b. Regular meetings of the Board of Directors shall be held at least twice annually at a time and place determined by the Board of Directors.
- c. Special meetings of the Board of Directors may be called by the president and shall be called upon written request of five (5) or more members of the Board of Directors. Special meetings shall be held at such time and place as may be specified in the notice thereof.
- d. Business requiring action by the Board of Directors may be conducted by mail or other media. Such action shall be subject to ratification at the next regular meeting of the Board of Directors.
- e. Unexcused absence from two consecutive regular meetings of the Board of Directors shall be cause for declaring a vacancy in the board position. Such vacancy shall be determined by a majority of the board.

Section 13. Quorum

A majority of the Board of Directors, one of whom shall be the president, president-elect, or vice-president shall constitute a quorum at any meeting of the Board of Directors.

ARTICLE VII

NOMINATIONS AND ELECTIONS

The President and Vice President, who are members of all four NNA Standing Committees, will recuse themselves from this function of the Governance, Finance, and Membership Committee.

Section 1. Nominations

- a. The Governance, Finance and Membership Committee shall request names of nominees for state and national offices or appointments as directed by the Board.
- b. Nominees selected by the Governance, Finance and Membership Committee shall have consented in writing to serve, if elected or appointed, and shall have met established qualifications.
- c. A majority of members of the Governance, Finance, and Membership Committee shall constitute a quorum.
- d. A copy of the slate shall be published at least thirty days in advance of an election.
- e. Members may write in names of persons to serve, if elected, provided they have the person's consent in writing and the person shall have met established qualifications.

Section 2. Elections and Voting

- a. The ANA/NNA members in good standing effective January 1 prior to the election and voting shall
 1. elect the NNA officers and committee members.
 2. elect representative and alternates to the ANA Membership Assembly.
 3. vote to adopt, amend, and revise bylaws;
 4. vote to approve reference proposals;
 5. vote to amend dues rates in accordance and ANA/NNA dues policies.
- b. A quorum for elections and voting shall be 10 percent of the current members in good standing on January 1 preceding the election.
- c. Elections and voting shall be by electronic ballot. The Executive Committee shall establish the method of verification of eligibility of voters.
- d. A plurality vote shall constitute an election or a decision; in case of an election tie, the choice shall be determined by lot.
- e. Terms of office shall commence immediately following the election.
- f. Any challenge to the election or voting shall be filed with the secretary within 30 days after official notification of election or voting results.
- g. Elections for vice-president and secretary are held in odd numbered years. Elections for president-elect and treasurer are held in even numbered years.
- h. Elections for Committees are held each year with half the members elected in even years and half the members elected in odd years for two-year terms.

Section 3. Special Elections or Voting.

A special election or vote of the NNA Membership may be called by the President at the request of two-thirds vote of the Board of Directors or by written (electronic) petition of 45 or more members in good standing upon 10 days prior notice to members.

ARTICLE VIII

COMMITTEES

Section 1. Definition

Committees are elected or appointed structural units, which plan and implement activities related to the NNA mission at the direction of the NNA Board of Directors.

Section 2. Composition

There will be four standing committees: Nursing Professional Development Committee, Governance, Finance, and Membership Committee; Legislative Advocacy and Representation Committee; and Mutual Interest Group Oversight Committee.

- a. Each committee shall elect a chair from its membership.
- b. The NNA President and Vice President shall serve as an ex-officio member of each committee, but they shall recuse themselves from the Governance, Finance, and Membership Committee when it prepares the slate of candidates for the annual elections.
- c. The State Director shall serve as a non-voting member of each committee.

Section 3. Terms of Office

Committee members shall be elected or appointed for two-year terms. Committee members may only serve two consecutive terms for a total of 4 consecutive years.

Section 4. Qualifications

To be eligible to serve on a Committee a person shall hold a current ANA/NNA membership.

Section 5. General Functions

- a. Recommend policies and positions to the Board of Directors and the NNA Membership.
- b. Assume other responsibilities as assigned by the NNA Membership and Board of Directors.
- c. Establish a plan of operation for carrying out its responsibilities that is based on specific outcomes.
- d. Provide for the dissemination of information and maintain communication with other structural units of NNA.
- e. Develop a budget, based on plan of operation.
- f. Contribute to the strategic plan of NNA.
- g. Develop and maintain working arrangements with other structural units of NNA and with related professional and community groups as appropriate to the defined responsibilities of the committee.
- h. Maintain communications with the ANA and appropriate groups as required to carry out the defined responsibilities of the Committee.
- i. Evaluate trends, developments, and issues affecting individual nurses or groups of nurses in Nebraska.
- j. Maintain accountability to the NNA Board of Directors.

Section 6. Meetings

Meetings shall be held on an as needed basis, at the discretion of the chair within budgetary allowances, to conduct the business of the Committee. A majority of members shall constitute a quorum. Business requiring action by the Committee may

be conducted by mail or other media. Such action shall be subject to ratification at the next regular meeting of the Committees.

Section 7. Absences/Resignations

The unexcused absence of a member without good cause from two consecutive meetings of a committee shall constitute a resignation and the vacancy shall be filled by appointment by the NNA Board of Directors. Voluntary resignations shall be handled in a like manner.

Section 8. Nursing Professional Development Committee (NPDC)

a. Composition

The Nursing Professional Development Committee shall consist of:

1. nine (9) elected members, with a minimum of 6 members educated in nursing at a baccalaureate or graduate level;
2. membership should be balanced with three (3) members with staff development experience; three (3) members in active clinical practice, and three (3) current nursing faculty members.
3. at least two (2) members must be from a rural area of the state
4. nominations will be solicited annually with half the committee elected each year; five (5) members shall be elected each odd year and four (4) members elected each even year;
5. the Chair of the Committee will be educated in nursing at the baccalaureate or graduate level and be elected from the Committee membership; and

b. Role

The role of the Nursing Professional Development Committee will be to plan and implement activities related to nursing professional development and NNA events.

c. Responsibilities

1. promote the understanding of nursing professional practice responsibilities defined by the most recent versions of the Nebraska Nurse Practice Act, the ANA Scope and Standards of Practice, the ANA Social Policy Statement and the ANA Code of Ethics for Nursing;
2. develop mechanisms to provide professional development, which are proactive and responsive to healthcare issues;
3. provide input to the Annual Membership Meeting CE offerings through the NPDC Chair/designee serving on the AMM planning committee
4. serve as the Approver unit for NNA and establish, implement, and evaluate policies and procedures for the Approver unit, in collaboration with the Midwest Multi-State Division;
5. coordinate the reference proposal process and recommend to the NNA Membership those proposals that meet reporting criteria; and
6. coordinate NNA award, scholarship, and recognition processes (including the Nightingale Tribute) and recommend to the Board of Directors those candidates to receive recognition.

Section 9. Legislative Advocacy and Representation Committee (LARC)

a. Composition

The Legislative Advocacy and Representation committee shall consist of

1. ten (10) members, elected to two year terms with half the members elected each year; and
2. the state will be divided into four (4) geographic regions, with two members elected from each region, one per year, and two (2) members elected at-large every two (2) years. Regions will be defined according to map depicted in Appendix A.

b. Role

The role of the Legislative Advocacy and Representation Committee will be to plan and implement activities related to professional security and nurse advocacy and to represent NNA's positions on state and local concerns, as defined by NNA's approved legislative platform.

c. Responsibilities

The Legislative, Advocacy and Representation Committee shall:

1. develop and recommend to the NNA Membership a state legislative platform which reflects professional standards and social concerns;
2. develop mechanisms which are proactive and responsive to healthcare advocacy issues;
3. analyze the implications of federal, state, and local legislation on nursing and health care services for all people in accordance with the approved NNA legislative platform;
4. communicate NNA's position on legislative and healthcare advocacy issues, through a variety of media;
5. enlist the expertise of members; and
6. encourage individual and organizational promotion to public officials who are supportive/responsive to NNA's legislative platform.

Section 10. Governance, Finance, and Membership Committee (GFMC)

a. Composition

1. The Governance, Finance, and Membership Committee shall consist of the Treasurer of the NNA, eight (8) elected members, one appointed member, and one ad hoc non-voting member.
2. Elected members consist of two (2) staff nurses, one (1) faculty member from a professional nursing education program, one (1) nursing manager/administrator, two (2) nurses practicing in rural areas, and two (2) nurses practicing from urban areas. One (1) past officer of NNA will be appointed by the Executive Committee of the Board of Directors. The current NSSNA president or designee will be welcomed as an ad hoc member.

b. Role

The Governance, Finance, and Membership Committee shall provide infrastructure guidance and recommendations to the Board of Directors related to membership recruitment and retention, recruitment of qualified candidates for NNA elected and appointed positions, and oversight of financial operations on behalf of the Board of Directors.

c. Responsibilities

1. Monitor quarterly NNA financial statements and advise the Board of Directors in matters of finance;
2. Develop the annual budget for the association in collaboration with the state director;
3. Provide a plan for non-dues fundraising for the association;
4. Develop slate of nominees for NNA elected and appointed offices;
5. Develop, with priority actions, an ongoing 3-year membership recruitment and retention plan and report outcomes of the plan annually; and
6. Evaluate proposed changes to the bylaws, as presented by individual members, constituents, other committees, the NNA Board of Directors, or the ANA.

Section 11. Mutual Interest Groups (MIGS) Oversight Committee

a. Composition.

1. Mutual Interest Groups are groups of nurses who are members of the Nebraska Nurses Association who have been or hereafter may be organized based on shared nursing practice interests or geographical boundaries. NNA Mutual Interest Groups shall be reviewed annually by the NNA Board.
2. Mutual Interest Groups Oversight Committee will consist of Chairs of each approved MIG and the Vice President of the NNA as a non-voting member.

b. Role

The MIG Oversight Committee will serve as a communication and support connection between the NNA Board of Directors and approved MIGs.

c. Responsibilities

1. Annually review the NNA and NNA MIGs Memorandum of Agreement recommending any revisions to the NNA Board of Directors.
2. Review criteria for the development and evaluation of the NNA MIGs to assure consistency with the mission, purpose, values, and bylaws of the NNA.
3. Annually review purpose, goals, and proposed activities of each MIG and recommend to the Board the approval, continuation or dissolution of each.
4. The Chair of the MIG Oversight Committee will be elected by the members of the committee in accordance with NNA policy.

ARTICLE IX

Regional Membership Liaisons

Section 1. Regional Membership Liaison (“Liaison”) shall consist of

a. Composition

1. four (4) members, appointed for two year terms with half the members appointed on odd years and half the members appointed on even years.
2. the state will be divided into four (4) geographic regions, with one member appointed from each region.
3. the individual may not serve or needs to resign from any other elected position when serving in the Liaison role.

b. Role

The volunteer role is to provide direct support to members of the Nebraska Nurses Association and to support NNA staff with recruitment and retention of members. The individual serves as a welcome ambassador, mentor, communication conduit, and resource for members within the assigned region. The Liaisons report directly to the State Director.

c. Responsibilities

1. support the implementation of State membership recruitment and engagement activities;
2. assist to plan and implement event(s) in conjunction with committees/task forces/teams;
3. recruit, develop, support and oversee volunteers for assigned activities, as indicated;
4. prepare and submit detailed revenue and expense proposals for proposed recruitment/retention activities prior to the event/activity. Seek approval for non-budgeted expenses over \$250 prior to committing to the service;
5. serve as non-voting member of the Governance, Finance, and Membership Committee.

d. Performance Metrics and Incentives

1. Annual accomplishments will be compared to measurable expectations of the role;
2. Liaisons will receive printed business cards and a free membership to ANA/NNA annually (reimbursed at the end of each successful year in the role);
3. Other incentives may be approved by the NNA Board for reaching key performance metrics.

e. Expenses

1. a stipend will be provided for travel;

2. pre-approved expenses related to the role shall be reimbursed.

ARTICLE X

FISCAL YEAR

The fiscal year of the NNA shall be the calendar year, January 1 to December 31.

ARTICLE XI

OFFICIAL PUBLICATION

The *NEBRASKA NURSE* shall be the official publication of the NNA.

ARTICLE XII

PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern meetings of the NNA in all cases to which they are applicable and in which they are not inconsistent with these bylaws.

ARTICLE XIII

AMENDMENTS

Section 1.

These bylaws may be amended at any by a two-thirds (2/3) vote of the members voting provided that a quorum is established, and provided previous 45-day notice has been given of the voting.

Section 2.

All proposed amendments shall be in the possession of the secretary of the NNA Board at least 45 days before the date of the NNA Annual Membership Meeting, and shall be appended to the call for the meeting.

Section 3.

In the absence of 45 days' notice, these bylaws may be amended by a ninety-nine percent (99%) vote of those voting.

ARTICLE XIV

STANDING RULES

Standing Rules may be amended at the Annual Membership Meeting by a majority vote by those present and voting without previous notice.

ARTICLE XV

RELATIONSHIP TO AMERICAN NURSES ASSOCIATION

Section 1. Definition

The American Nurses Association is the national professional nursing organization whose membership is composed of state nurses associations and their C/SNA-ANA members that meet the qualifications and responsibilities specified in ANA bylaws. NNA is a State Nurses Association of ANA.

Section 2. Organizational Membership

NNA shall continue to pay dues to the ANA pursuant to the ANA bylaws and until such time as 2/3 of the entire ANA/NNA membership votes to disaffiliate from the ANA pursuant to Article II, Section 3.

Section 3. Responsibilities

The responsibilities of NNA to ANA shall be to:

- a. maintain membership in ANA by meeting the qualifications for membership as outlined in ANA bylaws;
- b. pay the annual assessment to ANA in the amount approved by the ANA Membership Assembly and in accordance with policies adopted by the ANA Membership Assembly;
- c. provide for ANA/NNA members to elect representatives and alternates by secret ballot to the ANA Membership Assembly according to the provisions of NNA and ANA bylaws;
- d. enter into and abide by a written agreement with ANA for collection and forwarding of dues and for verification of the membership base;
- e. participate in the election of representatives to the ANA Membership Assembly;
- f. apprise NNA members of their right according to membership category to:
 1. receive a constituent ANA/NNA membership card;
 2. be considered as candidate for ANA elective and appointive positions;
 3. participate in the election of representatives to the ANA Membership Assembly;
 4. attend the meetings of the ANA Membership Assembly, the convention, and other unrestricted activities; and
 5. attend the Quadrennial Congress of the International Council of Nurses;
- g. submit NNA bylaws and proposed amendments for review by ANA a minimum of 90 days prior to the date NNA members must be noticed about proposed NNA amendments;
- h. submit to the ANA COB proposed amendments to the NNA Bylaws within two years of the date on which the ANA Bylaws are amended or revised, in order to bring the NNA Bylaws into harmony with the ANA Bylaws;

- i. fulfill NNA's obligations according to the Statement of Understanding with ANA.

Section 4. Rights

As a constituent of ANA, NNA shall be entitled to:

- a. display a certificate of membership in ANA;
- b. distribution of the official ANA member publication to its members;
- c. hold voting seats in the ANA Membership Assembly;
- d. submit proposals for consideration by ANA;
- e. submit the names of nominees for ANA elective and appointive positions; and
- f. a fair hearing before any disciplinary action is taken;
- g. representation and one vote at the ANA Leadership Council.

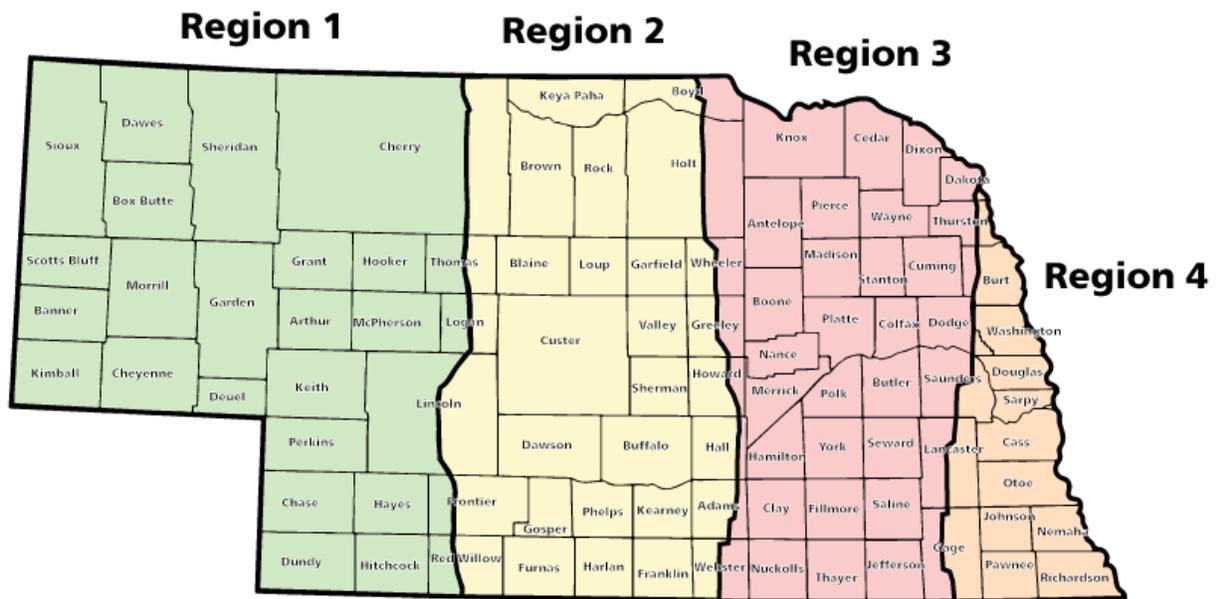
Section 5. Representatives to ANA Membership Assembly:

- a. There shall be a minimum of two NNA representatives at the ANA Membership Assembly as determined by ANA, and any additional NNA representatives, as well as the number of weighted votes allocated to NNA, will be determined by the ANA apportionment policy.
- b. Representatives and alternates to the ANA Membership Assembly shall be ANA/NNA members.
- c. One NNA representative shall be the President of NNA, the remaining representatives and alternates shall be elected by electronic ballot by ANA/NNA members in good standing. The NNA ballot for the President-Elect must also indicate that this individual will serve as one of the NNA's representatives to the ANA Membership Assembly when the President-Elect transitions to the office of President.
- d. Elected representatives and alternates to the ANA Membership Assembly shall serve a two-year term or until a successor is elected.

Appendix A

Map of NNA Regions

- Region 1 – includes the Nebraska western border to NE HWY 83;
- Region 2 – extends from NE HWY 83 to NE HWY 281;
- Region 3 – extends from NE HWY 281 to NE HWY 77;
- Region 4 – extends from NE HWY 77 to the Nebraska eastern border



- Amended 10/2012
- Amended 03/2013
- Amended 10/2013
- Amended 10/2014
- Amended 10/2015
- Amended 12/2016
- Amended 01/2018