

BY-LAWS
NEW YORK STATE SOCIETY FOR CLINICAL SOCIAL WORK, INC.

Article 1
Name

This professional organization shall be known as the New York State Society for Clinical Social Work, Inc.

Article 2
Purposes

The purposes of this Society are:

- A. To establish and maintain high standards of professional education and practice.
- B. To promote post-graduate and/or advanced training in clinical social work practice, teaching, administration and research.
- C. To promote clinical social work throughout the state through the formation of local chapters.
- D. To coordinate the activities of all the chapters and serve as liaison between them.
- E. To collaborate with other professionals on national, state and local levels in furthering our common interests and goals and to establish liaison with appropriate governmental bodies.
- F. To collaborate with other social work and clinical social work organizations in order to address issues of mutual concern, to further our common goals and to provide a voice for clinical social work.
- G. To inform the general public of the specialized skills of clinical social workers.
- H. To protect the rights of clinical social workers to practice that for which they are trained.

Article 3
Membership

Section 1. Categories

The categories of membership of the Society and their respective requirements are:

- A. Diplomate
 - 1. Eight (8) years clinical social work experience.
 - 2. A minimum of seventy-five (75) hours of organized post-graduate didactic clinical training relating to clinical social work beyond that required for fellow membership status, or its equivalent as determined by the State Society Membership Committee.
 - 3. Five (5) years as a fellow of the Society.

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4. Fulfillment of one of the following qualifications:
 - a) Fellows who have been recognized for their distinguished contribution to the field of clinical social work in at least two of the following areas:
 - 1) Teaching in an area related to clinical social work.
 - 2) Publishing in the field of clinical social work or in a related area.
 - 3) Verifiable research in the field of clinical social work or in a related area.
 - 4) Innovation in clinical social work education or service.
 - b) Fellows whose leadership in the Society has been outstanding and consistent on both the state and chapter levels:
 - 1) As a member of the State Board or as a member of a committee of the State Society, one must have demonstrated effectiveness, initiative, responsibility dedication in carrying out one's duties, and
 - 2) On a chapter level, one should have contributed to the chapter's growth, have enhanced the image of the Society or have presented a totality of contributions in more than one area of the Society.
5. Diplomate status may be recommended by the respective chapters or by the State Society Executive Committee, with the approval of the respective chapter, to the State Membership Committee. Such recommendations shall be evaluated by the State Membership Committee, whose recommendations shall be submitted to the State Board. The State Board shall review the recommendations of the State Membership Committee for approval of Diplomate status. An affirmative vote by seventy-five percent (75%) of those State Board members present and voting shall be required for approval.

B. Fellow

1. Master's degree in social work from a Council on Social Work Education accredited school of social work or doctoral degree in social work from an accredited social work doctoral program.
2. New York State licensure as a licensed clinical social worker.
3. Minimum of five (5) years of post-graduate, full-time, supervised experience in the practice of clinical social work or the equivalent number of hours. Applicants for fellow who did not complete at least one academic year of supervised field instruction that was devoted primarily to direct social work practice with individuals, families or small groups during their graduate or doctoral training in social work, must complete one additional year of post-graduate, full-time supervised experience in the practice of clinical social work or the equivalent number of hours.
4. A minimum of seventy-five (75) hours of organized post-graduate didactic clinical training relating to clinical social work. Applicants for fellow who did not complete a clinical core curriculum consisting of at least one graduate level course in normal human growth and development, one graduate level course in psychopathology, three clinical methods courses including material on the study, evaluation, diagnosis and treatment of individuals, couples,

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families and small groups, and one additional course in human growth and development or clinical methods as part of their graduate or doctoral training, must complete an additional fifteen (15) hours of organized post-graduate didactic clinical training relating to clinical social work acceptable to the State Society Membership Committee to make up for each deficiency in graduate or doctoral level didactic clinical training.

5. Either a minimum of 200 hours of personal psychotherapy or certification as a Board Certified Diplomate by the American Board of Examiners in Clinical Social Work or having been granted the "R" endorsement on his or her license by the New York State Board for Social Work.

C. Member

1. Master's in social work from a Council on Social Work Education accredited school of social work or doctoral degree in social work from an accredited social work doctoral program.
2. New York State licensure as either a licensed master social worker or as a licensed clinical social worker.
3. One year of full-time post-graduate experience in the practice of clinical social work or the equivalent number of hours.

D. Student Member

1. A current full-time master's degree student in good standing at a Council on Social Work Education accredited school of social work or a full-time doctoral degree student in good standing at an accredited social work doctoral program who has not previously earned a master's degree in social work.
2. Special interest in the field of clinical social work.
3. Students who join the Society, as student members, before securing their master's or doctoral degree in social work, may renew at the student member rate for one year following graduation.
4. An applicant who has a graduate or doctoral degree in social work but does not meet the qualifications for diplomate, fellow, member or corresponding member may join as a student member and may remain a student member for one year.

E. Sustaining Member

1. Meet the requirements for diplomate, fellow or member of the Society.
2. Be fully retired from paid employment or self-employment.

F. Affiliate Member

1. An interested person who does not meet the requirements for another class of membership in the Society and who wishes to support the purposes and goals of the Society.

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2. Affiliate members may neither vote nor serve on the state or chapter boards or on committees, but may attend meetings.

G. Corresponding Member

1. Hold primary membership in a member Society of the Clinical Social Work Federation.
2. Corresponding members may not vote or serve on state or chapter boards.

Section 2. Privileges and Obligations

- A. Diplomates, fellows and members have full voting privileges, may be elected to office, and may chair and serve on all committees of the Society.
- B. Student members, sustaining members and corresponding members may serve on committees of the Society and may attend all Society meetings.
- C. Members of every category shall receive a copy of the Society's by-laws at the time they join the Society and, thereafter, upon request.
- D. Members of every category are responsible for payment of the applicable membership dues.

Section 3. Applications and Renewal

- A. The State Membership Committee shall have the ultimate responsibility for acting upon each application. In its discretion, it may determine that an applicant's training and/or experience merits waiver of any one or more of the membership requirements.
- B. Applicants shall be required to join at the highest membership category for which they qualify.
- C. Applicants may request affiliation with any one chapter.
- D. Membership applications shall remain permanently on file with the state and chapter membership committees.
- E. Annual membership renewal shall occur automatically upon payment of dues to the Society.
- F. Each application for membership or for renewal of membership shall include a statement that by making such application the applicant agrees to abide by the Society's Code of Ethics and adjudication procedures.

Section 4. Termination of Membership

- A. Any member in good standing may resign by submitting a letter of resignation to the Executive Committee.
- B. Any member may be expelled from the Society for any unethical or unprofessional behavior. Allegations of unethical or unprofessional behavior will be referred to the State Society Committee on Ethics and Professional Standards for consideration and their findings and

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recommendations will be forwarded to the Executive Committee for final disposition in accordance with the Society's adjudication procedures.

- C. Any member of the Society may be terminated for non-payment of dues ninety (90) days after the annual renewal date of January 1. The member shall be notified in writing prior to automatic termination of membership.

Section 5. Reinstatement

- A. Any member who has resigned in good standing or who has been terminated for non-payment of dues, may be reinstated at any time upon payment of current dues.
- B. Any individual who has been suspended may apply, in writing, to the Executive Committee and to the Committee on Ethics and Professional Standards for consideration of reinstatement.

Article 4 Membership Meetings

Section 1. General Membership Meetings

There shall be at least one general membership meeting in each calendar year to carry forth the purposes of the Society. The membership of the Society shall be informed of general membership meetings at least fourteen (14) days prior to such meetings.

Section 2. Special Membership Meetings

- A. Special membership meetings may be called by the President at any time.
- B. Additionally, a majority of state board members may request that the President call a special membership meeting. The President shall call a special membership meeting within a month of receipt of the request.
- C. Members shall be informed of the date and purpose of any special membership meeting at least five (5) days prior to such meeting.

Section 2. Quorum

At all general membership and special membership meetings of the Society, ten percent (10%) of the voting membership shall constitute a quorum.

Article 5 Executive Committee

Section 1. Composition

The Executive Committee shall consist of the President, First Vice-President, Second Vice-President, Recording Secretary and Treasurer. The Immediate Past-President shall serve as a member of the Executive Committee for one year after he or she leaves the office of President. He or she shall be replaced, after that year, by the newly elected President-Elect, who shall, as

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President-Elect, serve as a member of the Executive Committee until he or she assumes the office of President at the end of the President's term. However, if the President is elected to a second, successive, term as President, the office of President-Elect shall be dormant during the second year of that president's first term and during the first year of that president's second, successive, term and the term of the Immediate Past-President shall be extended until three years after he or she has left the office of President, at the end of which period he or she shall be replaced as a member of the Executive Committee by the newly elected President-Elect who shall, as President-Elect, serve on the Executive Committee until he or she assumes the office of President at the end of the President's term of office. Each member of the Executive Committee shall have and may cast one vote at meetings of the Executive Committee.

Section 2. Duties

- A. The President shall be the chief executive officer of the Society and shall preside at all state membership meetings and meetings of the State Board. He or she shall provide professional leadership to the Society and shall be responsible for the coordination of all its functions and for taking reasonable care to assure that the functions and policies of the Society are effectively and efficiently carried out as set forth in these by-laws, in the actions of the State Board, and in accord with the established customs of the Society. The President shall designate the chairpersons of the standing, special and standing practice committees. He or she may also appoint the chairpersons and members of ad hoc committees with the approval of the State Board. The President shall keep informed of the activities of all committees and chapters.
- B. The First Vice-President and the Second Vice-President shall assist the President in the discharge of his or her duties.
- C. The Recording Secretary shall take minutes of all State Board, general membership and special membership meetings of the Society.
- D. The Treasurer shall have the responsibility for handling of the Society's funds and shall hold them in the name of the Society in such a manner as the State Board shall direct. He or she shall supervise the collection of all dues and shall supervise the disbursement of funds as authorized by the State Board. The Treasurer shall keep a record of all monies received and expended and shall report to the State Board at every regular State Board meeting, or at the Board's discretion. With the assistance of the Executive Committee, he or she shall prepare the annual budget for the State Board's approval. The Treasurer shall arrange to have the accounts examined at least once every other year by a Certified Public Accountant and shall verify that appropriate tax forms are filed.

Article 6 State Board

Section 1. Composition

The State Board shall consist of the Executive Committee, five (5) elected Members-at-Large, and the presidents and/or voting representatives of each chapter.

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Section 2. Voting

Ten voting members and at least two-thirds (2/3) of the eligible votes need to be present for a quorum. Each member of the Board shall have one vote. Each chapter will be represented either by the chapter's president or by a voting representative designated by the chapter. Those Chapters with more than 100 members are entitled to additional votes. Chapters with 101-250 members are entitled to one (1) additional vote. Chapters with 251-500 members are entitled to two (2) additional votes. Chapters with more than 500 members are entitled to three (3) additional votes. Chapter size shall be determined as of June 30 of each year and shall include all members of the chapter, in any membership category, whose annual dues are fully paid as of that date.

The President shall preside over the State Board and shall vote only in the event of a tie vote.

Unless otherwise provided, a motion shall be decided based on a majority of the votes cast.

Section 3. Terms of Office

- A. All officers and members-at-large are elected for a two year term.
- B. The First Vice-President, Treasurer and three (3) members-at-large will be elected in the Fall of the odd-numbered years. The President-Elect, Secretary, Second Vice-President and two (2) members-at-large will be elected in the Fall of the even numbered years. Terms of office begin January 1 of the following year.
- C. All officers and members-at-large may not be elected in the Society's annual election to more than two (2) consecutive terms in the same office.
- D. No more than one member-at-large may come from any one chapter.
- E. Any member of the State Board may resign by submitting a letter of resignation to the Executive Committee. The State Board shall have the power to remove from office any officer or member of the State Board for failure to carry out the duties of his or her office, or for failure to adhere to these by-laws. The State Board shall have the power to remove from office any officer or member of the State Board who is found to have engaged in unprofessional or unethical behavior and upon whom a public sanction has been imposed after an adjudication by the Society's Committee on Ethics and Professional Standards and after an appeal, if one is taken, to the Executive Committee of the State Board.
- F. Removal of any State Board officer or member must be endorsed by at least seventy-five percent (75%) of the voting members present at the State Board meeting at which this matter is voted on.
- G. Non-attendance at four (4) consecutive State Board meetings shall be deemed prima facie cause for removal for office of any member of the State Board. Notice of non-attendance shall be mailed to the member after three (3) absences. Chapter presidents who cannot attend a meeting of the State Board are responsible for sending a voting representative to represent the chapter at that meeting.
- H. Vacancies occurring on the State Board, other than the President, President-Elect and chapter presidents, shall be filled by a majority vote of the Board upon submission of candidates by the

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State Nominating Committee. Any vacancy shall be filled within sixty (60) days of the vacancy and the term of the person filling such vacancy shall run for the balance of the term of office of the member of the Board being replaced.

- I. If the office of President should become vacant, the First Vice-President shall assume the office of President for the balance of the President's term.
- J. If the office of President-Elect should become vacant, such position shall be filled within sixty (60) days by a majority vote of the Board upon submission of candidates by the State Nominating Committee. The term of the person filling such vacancy shall run until December 31 of the year in which the vacancy occurs, after which First Vice-President Elect shall assume the office of President commencing January 1.

Section 4. Eligibility for Office

All diplomates, fellows and members are eligible to serve on the State Board. To be eligible to serve as President or First Vice-President, one must have already served in an administrative capacity on the state or chapter level. No person may hold more than one voting position on the State Board at the same time.

Section 5. Powers and Duties

- A. The State Board is directly and solely responsible to the membership of the Society.
- B. The State Board shall have general charge of all affairs, funds and functions of the Society. They shall have full powers to carry out the purposes of the Society according to these by-laws.
- C. Regular meetings of the State Board shall be held at least four (4) times a year. Additional meetings may be held at the discretion of the President or when five (5) members of the State Board request that an additional meeting be scheduled.

Board members shall receive seven (7) days notice of all meetings of the State Board, as well as notification of the agenda to be discussed. Notification may be provided in writing or by phone.

- D. The State Board shall determine the interpretation to be placed on these by-laws after study and recommendation presented to the Board by the By-Laws and Procedural Manual Committee.
- E. The State Board shall have the power to fix all dues and charges for all categories of membership.
- F. A limit on expenditures for items that were not included or which are later determined to have been inadequately funded in the Society's annual budget (discretionary expenditures) will be set each year by the State Board in conjunction with adoption of the annual budget. Any expenditure of funds consistent with this discretionary limit is subject to presidential approval, in consultation with the treasurer, chapter presidents and committee chairs who may be directly affected. Expenditures in excess of these discretionary limits must be approved by the Executive Committee, in advance, and then reported to the State Board at the next regularly scheduled State Board meeting.

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Article 7 Nominations and Elections

Section 1. Nominating Committee

- A. The Nominating Committee shall consist of one (1) representative from each of the chapters and a chairperson, appointed by the President, who is also a member of the State Board. The President shall appoint a chairperson of the nominating committee each year no later than May 1. The chairperson of the nominating committee shall contact each chapter president or voting representative to solicit nominations for the positions that are to be filled effective January 1 of the following year. Officers and members-at-large will be encouraged to submit nominations.
- B. The Nominating Committee shall have responsibility for the selection of candidates who, to the extent possible, shall reflect the diversity of the membership.
- C. The slate of nominations shall be sent to all members of the Society by August 23.
- D. Additional names of candidates for any elected office may be placed on the ballot by submission to the Nominating Committee of a petition signed by no fewer than ten (10) members in good standing by September 13. All nominees must submit to the Nominating Committee, no later than September 23, a written statement indicating their willingness to serve in the office to which they have been nominated.

Section 2. Election Committee

The Election Committee shall consist of one (1) representative from each chapter and a chairperson appointed by the President. No member of this committee may run for office.

The function of the Election Committee is strictly limited to carrying out the following procedures:

- A. The Election Committee shall supervise the mailing of ballots by first-class mail no later than October 10. Only those ballots received no later than October 31 shall be counted. A cover letter outlining the procedures for voting, and specifying the date by which all ballots must be received in order to be counted and to where the ballots must be mailed will be sent to each voting member along with the ballot. Only the names of those persons who were either selected by the Nominating Committee or were placed on the ballot by petition to the Nominating Committee shall be listed on the election ballot. No votes for any other candidates shall be permitted.
- B. The Election Committee shall be responsible for confidential validation of all ballots.
- C. The majority of the Election Committee shall count the returned ballots.
- D. Candidates or their representatives may be present at the tabulation.
- E. A plurality of votes cast by voting members shall constitute election.
- F. The Committee shall report the results of the election to the State Board no later than November 28. In the event of a tie vote, the State Board shall make the final decision no later than December 21.

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- G. The final charge of the Election Committee is to submit to the President, in writing, the results of the election and the verifiable records of the conduct of such election. The results will be read into the minutes of the first State Board meeting following the election.
- H. The membership of the Society shall be informed, by mail, of the results of the election.

Article 8 Committees

Section 1. Chairpersons

State Society committees shall be chaired by a diplomate, fellow or member in good standing who is responsible to the President and to the State Board.

Section 2. Standing Committees

The following committees shall constitute the standing committees of the State Society and shall meet on an ongoing regular basis:

- A. Chapter Development
- B. Education
- C. Ethics and Professional Standards
- D. Legislative
- E. Membership
- F. Newsletter
- G. Public Relations

Section 3. Special Committees

The following committees shall constitute the special committees of the State Society and shall meet on an as-needed basis:

- A. By-Laws and Policy & Procedure Manual
- B. Chapter Presidents
- C. Election
- D. Nominating

Section 4. Standing Practice Committees

The following committees shall constitute the standing practice committees of the Society and shall meet on an ongoing regular basis:

- A. Arts and Creativity in Clinical Practice
- B. Clinical Hypnosis
- C. Family Practice
- D. Forensic Clinical Social Work
- E. Group Psychotherapy
- F. Independent Practice
- G. Psychoanalysis

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- H. Palliative and End-of-Life Care
- I. Research

Section 5. Ad-Hoc Committees

With the consent of the State Board, the President may appoint ad-hoc committees to address areas of particular concern or to address special needs of the Society. Ad-hoc committees shall meet on an as-needed basis, consistent with their mandate.

Article 9 Chapters

Section 1. Establishment of Chapters

The State Board shall establish local chapters within the Society's jurisdiction when members residing in one or more counties wish to pursue the purposes of the Society and enhance its interests.

- A. In any county or adjacent counties, five (5) or more members may apply in writing to the State Board to form a chapter.
- B. No county shall have more than one chapter.
- C. Chapters composed of two (2) or more counties can form separate county chapters upon reaching a minimum membership of fifteen (15) members per chapter.

Section 2. Chapter Organization and Operation

- A. Chapters shall, in all of their activities, be subject to the State Society's by-laws and to the jurisdiction of the State Board.
- B. Chapters shall establish their own rules of procedure and organizational structure consistent with that of the State Society and subject to the approval of the State Board.
- C. Chapters shall each receive funds for normal and usual operating costs from the State Society at a rate to be determined each year by the State Board, in a fair and equitable manner, as part of its adoption of the Society's budget for the coming year.
- D. Should conflicts arise between chapters, the State Board shall arbitrate those differences and an attempt will be made to arrive at a consensual resolution. Should a conflict arise between a chapter and the State Board, the elected officers of the chapter will meet with the State Board to resolve mutually the conflict. If necessary, a mutually acceptable ad hoc committee shall be formed to resolve the conflict.

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Article 10 Amendments

Section 1. Origin and Consideration

- A. Amendments to the by-laws may be proposed by any member of the Society by submitting a by-laws amendment proposal, in writing, to the President of the Society and to the Chairperson of the By-Laws and Procedural Manual Committee.
- B. A by-laws amendment may be proposed by the State Board, by majority vote on a motion to submit a by-laws proposal to the By-Laws and Procedural Manual Committee for consideration and report. When such a motion is passed, it will be the responsibility of the President to transmit to the Chairperson of the Committee the wording of the motion and other information about the motion contained in the minutes of the Board meeting at which the motion was passed.
- C. The Chairperson of the By-Laws and Procedural Manual Committee will contact the person(s) proposing the by-laws amendment to clarify: (1) the issue(s) the proposed by-laws amendment seeks to address, (2) how the proposed by-laws amendment would address the issue(s) for which it was proposed and, (3) the reasons the person(s) proposing the by-laws amendment believe that a by-laws amendment is required to address adequately the issue(s) in question.

If the proposal was originated by the State Board, the Chairperson of the Committee may contact the members of the Board who made the motion to submit the proposed by-laws amendment to the Committee for consideration and report or other members of the Board.

- D. After obtaining any clarifications regarding the by-laws proposal, the Chairperson of the By-Laws and Procedural Manual Committee shall transmit to the President and to all of the other members of the State Board by first class mail a copy of the by-laws amendment proposal, and, if the Chairperson deems it necessary, a summary of any clarifications obtained. Board members who wish to do so may submit their comments, in writing, to the Chairperson. The Chairperson will include in his or her letter transmitting the by-laws amendment proposal a due date for comments to be received for the Committee's consideration. The Chairperson may also invite comments from other members of the Society, to be submitted to the Chairperson, in writing, by the due date set for comments to be received for the Committee's consideration.
- E. The chairperson of the By-Laws and Procedural Manual Committee shall consult with the Society's counsel regarding the by-laws amendment proposal.
- F. After the end of the period set for submission of comments to the By-Laws and Procedural Manual Committee, and after the Chairperson of the Committee has consulted with the Society's counsel, the by-laws amendment proposal will be considered by the Committee. After the Committee has considered the by-laws proposal the chairperson of the Committee shall submit to each member of the Society Board a written report of the Committee's findings and recommendations. This report may include:
 - 1. an analysis of the by-laws amendment proposal and the issue(s) it seeks to address,
 - 2. discussion of whether the issue(s) could be adequately addressed by regular board action to set a policy, as opposed to being addressed by amending the by-laws,

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3. discussion of arguments in favor and against enacting the requested change, whether as a policy or as a by-laws amendment;
 4. a summary of any input received from members of the State Board or other Society members, and from the Society's counsel with regard to the by-laws amendment proposal;
 5. the wording of a proposed by-laws amendment or motion to establish a policy, if any is being proposed by the Committee; and
 6. a formal recommendation on how to address the issues raised in the by-laws amendment proposal.
- G. After receipt of the report of the By-Laws and Procedural Manual Committee, the State Board shall consider the by-laws amendment proposal and shall take one of the following actions. The State Board shall vote:
1. to send the by-laws amendment proposal back to the By-Laws and Procedural Manual Committee for further consideration and report; or
 2. to send back to the By-Laws and Procedural Manual Committee for further consideration and report regarding a revision by the State Board of the wording of a proposed by-laws amendment or motion to establish or change a policy which the Committee had previously proposed to the State Board; or
 3. to refer the by-laws amendment proposal back to the By-Laws and Procedural Manual Committee with direction that the Committee draft or re-draft for consideration by the State Board wording of a proposed by-laws amendment, or a proposed motion to establish or change a policy, that is consistent with the State Board's statement of how it desires the issue presented by the by-laws amendment proposal to be resolved; or
 4. to submit the proposed by-laws amendment as drafted by the By-Laws and Procedural Committee to the voting membership for approval; or
 5. to decline to submit the proposed by-laws amendment to the voting membership; or
 6. to vote on a proposed motion to establish or change a policy as drafted by the By-Laws and Procedural Manual Committee or to vote on another motion to address the issue(s) raised by the by-laws amendment proposal by establishing or changing a policy.
- H. The final wording of any proposed by-laws amendment will be reviewed by the By-Laws and Procedural Manual Committee and by the Society's counsel, both as to form and to assure that it does not conflict with any other provision of these by-laws or with applicable laws or regulations, before it is submitted to the membership. If either the By-Laws and Procedural Manual Committee or the Society's counsel find a problem with the proposed by-laws amendment, either with regard to the form of the amendment or with regard to a conflict with any other provision of these by-laws or with applicable laws or regulations, this will be reported back to the Board by the chairperson of the By-Laws and Procedural Manual Committee. In such an instance, an ad hoc Committee of the Board, the chairperson of the By-Laws and Procedural Manual Committee and the Society's Counsel will meet to resolve the matter and then report back to the Board. Once

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this is accomplished, the State Board may then vote to submit to the voting membership for its approval a proposed by-laws amendment, or take any other action set forth in paragraph G of this section.

Section 2. Amendment Procedure

- A. These by-laws may be amended substantively only by referendum of the vote-eligible membership conducted by mail ballot.
 - 1. An affirmative vote of a majority of the legal votes cast shall be required for passage.
 - 2. If approved, the amendment shall become effective on the date established as the end of the period in which ballots will be counted, unless another effective date is otherwise provided for in the by-laws referendum.
- B. Any rephrasing, rewording, reorganizing or renumbering of the by-laws, the sole purpose of which is to eliminate redundancy, poor use of language, or to bring a new by-law or by-law revision into its correct sequence shall not require a mail referendum of the membership.
 - 1. Such changes may be authorized by a three-fourths (3/4) vote of the Executive Committee, provided that such changes do not represent a substantive change in the by-laws.
 - 2. Such changes shall not take effect until they are presented to the State Board, which may reject them by a three-fourths (3/4) vote. If the changes are not rejected by the State Board, they shall take effect immediately.