



Bylaws

ARTICLE I: NAME AND STATUS

Section 1 Name

The name of this organization shall be the Society of Pediatric Nurses, Incorporated. The Society may also be known as SPN.

Section 2 Tax Status

SPN is a national nonprofit professional organization.

ARTICLE II: PURPOSE

The purpose of the association shall be to advance the specialty of pediatric nursing through support of members in their practice.

ARTICLE III: MEMBERSHIP

Section 1 Classification

There shall be six categories of membership: Regular, Associate, Student, Retired, Honorary, and Lifetime.

Section 1.1 Regular Membership

Regular members are licensed Registered Nurses who are employed or interested in pediatric nursing. Regular members may vote, hold office, and serve on committees.

Section 1.2 Associate Membership

Associate members are individuals other than registered nurses who are interested in the care of children. Associate members may be appointed to committees. Associate members may not vote or hold elected office.

Section 1.3 Student Membership

Student members are full-time students either working toward initial licensure as a professional registered nurse, or otherwise interested in pediatric nursing. Student members have all rights and privileges of Associate Membership.

Section 1.4 Retired Membership

Retired members are individuals who have retired from professional employment. Retired members have all the rights and privileges of Associate Membership.

Section 1.5 Honorary Membership

Honorary membership is awarded to non-members in recognition of their distinct contributions to the health care of children, their families, and to the field of pediatric nursing.

Honorary members have all the rights and privileges of Associate Membership.

Section 1.6 Lifetime Membership

Lifetime membership is extended to all past presidents at the end of their term. Lifetime members have all the rights and privileges of Regular Membership.

Section 2 Dues

The Board shall establish dues for membership.

Section 3 Annual Report to the Membership

The annual report shall be made available to membership. Members shall be notified of the report via email once posted.

ARTICLE IV: OFFICERS AND BOARD OF DIRECTORS

Section 1 Officers

The elected officers of SPN shall be President, President Elect, Secretary, and Treasurer.

Section 1.1 President

The President shall be the Chief Elected Officer of the Society and shall:

- 1) Preside over meetings of the Board of Directors.
- 2) Serve as an ex-officio member of all committees except the Nominating Committee.
- 3) Serve as official spokesperson for the Society.
- 4) Perform such other duties as prescribed by the Board of Directors.

Section 1.2 President Elect

The President Elect shall:

- 1) Assist the President in the performance of the President's duties as requested and, in the absence or inability of the President.
- 2) Learn the duties of the President.
- 3) Substitute for the President when requested.
- 4) Assume the office of President at the end of the President's term.

Section 1.3 Secretary

The Secretary shall:

- 1) Record all minutes of the meetings of the Board of Directors.
- 2) Perform such other duties as may be delegated by the President or the Board of Directors.

Section 1.4 Treasurer

The Treasurer shall:

- 1) Manage the finances of the Society.
- 2) Perform other duties as assigned by the President or the Board of Directors.

Section 2 Board of Directors

The Board shall consist of the Officers and five Director Board members.

Section 3 Authority of the Board

The Board of Directors shall conduct the business of the Society.

Section 4 Board Meetings

The Board of Directors shall meet at such times as determined by the Board or the President. The Board shall meet at least twice annually.

A majority of the Board members present shall be sufficient to authorize action.

Section 5 Terms of Office

Section 5.1 Commencement of Term

Elected officers and Board members shall assume their duties at the close of the annual conference following their election.

Section 5.2 Length of Term

The President Elect shall assume the presidency after one year as President Elect.

The President shall serve for a term of two years or until their successors are elected and assume office.

The Secretary, Treasurer and Directors shall serve for one term of three years.

Officer's and Board members may seek re-election but shall not exceed a total of six consecutive years on the Board.

Terms of office shall be staggered. The President Elect every other year, Treasurer, and two Directors are elected in year one, Secretary and one Director are elected in year two and two Directors are elected in year three.

Section 6 Vacancies

A member of the Board of Directors shall be appointed by the Board of Director to fill the vacancy of the President in the year there is not a President-elect.

A vacancy on the Board of Directors shall be filled by appointment by the Board of Directors.

Any member filling a vacancy for an unexpired term of more than one year is deemed to serve one term.

ARTICLE V: NOMINATIONS AND ELECTIONS

Section 1 Nominating Committee

The Nominating Committee shall consist of four regular members of SPN. No current members of the Board of Directors may serve on the Nominating Committee.

- In odd years, one member shall be elected to the Nominating Committee and the Immediate Past President shall begin a two-year term.
- In even years, two members shall be elected to the Nominating Committee.

Section 1.1 Chair

The Chair of the Nominating Committee shall be the Immediate Past President.

Section 1.2 Terms

Nominating Committee members shall serve no more than two consecutive two-year terms. The Immediate Past President shall serve one two-year term.

Section 1.3 Eligibility

A member of the Nominating Committee shall not be a candidate for any elected office during his/her term on the Committee.

Section 1.4 Vacancies

A vacancy on the Nominating Committee shall be filled by appointment by the Board of Directors.

Section 2 Elections

The Nominating Committee shall prepare a ballot which shall be submitted to the Board of Directors for approval prior to the election.

Elections shall take place by electronic ballot. A plurality vote for any office shall constitute an election. In case of a tie, the election shall be determined by lot.

ARTICLE VI: CHAPTERS

The Board of Directors may authorize chapters, which shall be organized in accordance with the rules and regulations adopted by the Board of Directors.

ARTICLE VII: COMMITTEES AND TASK FORCES

Section 1 Standing Committees

Standing Committees shall be determined and appointed by the Board of Directors to accomplish the work of the Society.

Section 2 Task Forces

The Board of Directors shall establish Task Forces as necessary to accomplish the work of the Society. Task Forces shall be initiated upon the request of any members and the approval of the Board of Directors.

ARTICLE VIII: OFFICIAL PUBLICATIONS

SPN shall have an official newsletter and an official journal.

ARTICLE IX: PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern SPN in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order that SPN may adopt.

ARTICLE X: AMENDMENTS

Proposed amendments to these bylaws shall be submitted to the SPN National Office. The proposed amendments shall be presented in writing to the membership for their information and majority vote. This process may be completed by electronic ballot. An affirmative vote by the majority of the regular members who return their ballots will constitute approval for an amendment change.

ARTICLE XI: DISSOLUTION

In the event of dissolution of this organization, the Board shall, after paying all liabilities of the organization, dispose of all of the remaining assets of SPN as heretofore stated, and to an organization qualifying under the Internal Revenue Code, pursuant to the language of the Articles of Incorporation. Dissolution of SPN also serves to dissolve all local SPN chapters.

Adopted and Revised: January 1997; June 2000; February 2004; July 2005; May 2012; January 2015; June 2016; September 2024, November 2025