



**OHIO ORGANIZATION
FOR NURSING LEADERSHIP**
OHIO HOSPITAL ASSOCIATION
NORTHEAST REGION CHAPTER

NORTH EAST OHIO ORGANIZATON FOR NURSE LEADERS

**BYLAWS
2022-2023**

**BY-LAWS
OF
NORTHEAST OHIO ORGANIZATION OF NURSE LEADERS
(NEOONL)**

ARTICLE I. - NAME

The North East Ohio Organization of Nurse Leaders (NEOONL) is an organization of nursing leaders and is an affiliate chapter of the Ohio Organization of Nurse Leaders (OONL) of the Ohio Hospital Association (OHA). OONL is an affiliated local group of the American Organization for Nursing Leaders (AONL).

ARTICLE II - SCOPE

A. Mission

(NEOONL) is a regional organization for Nursing Leadership serving as a catalyst for innovative healthcare in Ohio and the nation through expert nursing leadership.

B. Vision

NEOONL, as a chapter of OONL, is the voice of nursing leaders in northeast Ohio. It serves to empower nurse leaders to advance changes in healthcare.

C. Purpose

NEOONL shall be the Northeast region chapter of OONL, the state organization for nursing leadership in health care that provides for nursing leadership development by.

1. Identifying and defining nursing practice, nursing education and health care issues.
2. Establishing and communicating position statements to influence legislative and public policy.
3. Providing a forum for the interchange of ideas and dissemination of information and materials relative to nursing leadership
4. Developing and promoting educational programs/activities to strengthen nursing in education, administration, research and clinical practice.
5. Supporting systems for the advancement of healthy communities.
6. Leading the development and implementation of patient care delivery systems that produce high quality, safe patient care through innovations.
7. Participating in local and state wide community efforts to promote nursing leadership involvement.

ARTICLE III. MEMBERSHIP

A. Classes of Members

All members of NEOONL must be eligible for personal membership in the OONL/OHA. NEOONL membership shall consist of registered nurses, who may be full members, associate members, honorary or emeritus members.

1. **Full Members:** Registered nurses holding an organizational role with administrative or management accountability, who are employed by an OHA organizational member.
2. **Associate Members:**
 - a. Registered nurses who are not eligible to be full NEOONL members, but whose role supports the vision, mission and goals of NEOONL and are employed by an OHA organizational member.
 - b. Deans of Schools of Nursing and faculty in nursing administration and other administrative health care programs with shared/consistent philosophy and goals with OONL.
 - c. Registered nurses holding an organizational role with administrative or management accountability, who are employed by an OHA corporate partner, OHA Provisional Member or OHA Associate Member.
 - d. Associate NEOONL members may not hold a position on the NEOONL Board.
3. **Honorary Members:** Honorary membership may be granted by nomination to, and action by, the NEOONL Board of Directors. Membership may be rescinded by Board action. Honorary members may include leaders from non-OHA affiliated organizations. Honorary members may not hold a position on the NEOONL Board.
4. **Emeritus Members:** Emeritus status is bestowed upon individuals who are not engaged in service (sales/consulting) to the health care community and have at least 10 years of membership in NEOONL or have served as a board president or officer of NEOONL, OONL, AONL or other affiliated local group of AONL. This may be requested upon retirement or by nomination to, and action by the NEOONL board of directors in recognition of outstanding individual contribution to the field of health care.

B. Privileges for Membership

1. Voting privileges: Full and Associate members
2. Committee membership privileges: Full, Associate, Honorary, and Emeritus members
3. NEOONL Board participation: Full members. Emeritus members may serve at the discretion of the board.
4. Access to membership roster: Full, Associate, Honorary, and Emeritus members. Board approval is required to share membership list. Membership list will only be distributed to NEOONL members.
5. Receives communications and access to the NEOONL website: Full, Associate, Honorary and Emeritus members.
6. Invitation to Annual Meeting: Full, Associate, Honorary and Emeritus members.

C. Procedure for Membership

1. Establishment of Membership: An applicant shall submit an application.
 - a. Full and Associate membership in NEOONL shall become effective upon acceptance of the membership application.
 - b. Applicants who are members of NEOONL, by virtue of their NEOONL membership, are granted membership in OONL. The secretary of NEOONL

shares the membership of NEOONL with OONL so that members shall be afforded the privilege of membership in both.

- c. Membership in NEOONL is a personal membership and is not transferable to another person.
- d. A member who changes institutional affiliation shall retain membership, as long as the membership criteria as defined in Article III, Section A continues to be met.

2. Termination of Membership

- a. Resignation – A member may at any time file a resignation from NEOONL in writing with the Board. It shall become effective immediately. Resignation from OONL requires a separate letter of resignation to the OONL Board.
- b. NEOONL officers reserve the right to terminate the membership of an individual for just cause.
- c. Eligibility Status Change:
 - i. Full Members who, because of change in position or unemployment, or who do not continue to meet the criteria for Full or Associate members may request to extend membership eligibility in their current membership category for the remainder of the current membership period.
 - ii. Upon retirement, a member may request a change from full membership to honorary status with no voting privileges or payment of dues.
 - iii. Non-payment of dues – Membership will be canceled for non-payment of dues by April 1st of each year.

D. Affiliate Chapter Membership:

- 1. NEOONL shall serve as a regional affiliate to the Ohio Organization of Nurse Leaders.
- 2. Sixty percent (60%) of the membership of NEOONL must be members of OONL to maintain affiliate chapter status.
- 3. Bylaws will exist and be submitted for review by OONL bi-annually.
- 4. The name of the affiliate chapters will include the region represented and “Ohio Organization of Nurse Leaders” (i.e., Central Ohio Organization of Nurse Leaders)
- 5. The Affiliate Chapter’s President or Designee must be a full member of OONL, attend the OONL Board Meetings and disperse information from the OONL Board Meetings to Chapter Members.

ARTICLE IV – OFFICERS

- A. Chapter President or Designee must be a Full Member of OONL, all other chapter board officers may be full or emeritus members of OONL. NEOONL committee chairs and other board members must be full, associate, honorary or emeritus members of OONL.

- B. Offices will take effect on the first day of January each year except as otherwise stated in Articles VIII and IX.
- C. Officers shall be a President, President-Elect, Secretary/Treasurer, and Communication Chairperson who shall be elected by the membership.
- D. Duties:
 - 1. President
 - a. Serves as the Chief Executive Officer of NEOONL
 - b. Presides at all meetings.
 - c. Appoints chairpersons of all standing and ad hoc committees.
 - d. Attends OONL Board meetings and disperses information from OONL Board meetings to Chapter members
 - e. Serves as an ex-officio member on all committees with the exception of the Nominating Committee.
 - f. Appoints a Secretary/Treasurer pro tempore, in the absence of the elected secretary/treasurer.
 - g. Perform other duties as necessary.
 - 2. President-Elect
 - a. Performs all duties and assumes responsibilities of the President in the absence of the President.
 - b. Supervises annual review and revision, if indicated, of the Bylaws.
 - c. Chairs the Nomination/Membership Committee
 - d. Assists the office of the President
 - e. Succeed to the office and serve the remainder of the term and the subsequent term if the office of the President becomes vacant.
 - f. Perform other duties as necessary.
 - 3. Secretary/Treasurer
 - a. Record, maintain, and distribute minutes of all meetings of the organization and make these available for inspection by the membership.
 - b. Maintain a detailed and accurate history of key events of NEOONL, including awards; promote and preserve chapter traditions
 - c. Conducts correspondence as directed.
 - d. Provides each member with a current roster annually. Roster includes OONL membership status.
 - e. Collects dues and is responsible for the financial affairs of the NEOONL.
 - f. Submits a financial report at scheduled business meetings.
 - g. Prepares an annual financial report.
 - h. Obtains approval of President or President-Elect prior to withdrawals from the organization's financial account.
 - 4. Communication Chairperson
 - a. Responsible for chairing the Communication Committee
 - b. Actively participates on the Communication Committee to develop the organization's communication strategy plan.

- c. Responsible for the NEOONL website maintenance.
- d. Responsible for keeping the NEOONL website current.

5 . Immediate Past- President

- a. Serves as ad-hoc member of the Membership Committee and as the chairperson of the Nominations Subcommittee of the Membership Committee.
- b. Performs other duties as requested.

ARTICLE V. - MEETINGS

- A. Regular meetings shall be held quarterly or as determined by the executive officers.
- B. The President as necessary may call special meetings.
- C. Meetings with other groups shall be jointly held as the need is determined by the membership.
- D. Roberts Rules of Order Revised shall govern the order of business for annual or special meetings.

ARTICLE VI. - COMMITTEES

A. Standing Committees

1. Nominating/Membership Committee

- a. Chaired by the President Elect
- b. For the purpose of submitting candidates' names for nomination of officers at the fourth quarter meeting of even numbered years and for special elections as in section VIII under B, C, and D.
- c. For the purpose of recruiting new members for the Chapter
- d. Appointment to the Nominating/Membership Committee shall be made by the President, half the committee to serve a two (2) year term.

2. Communication Committee

- a. Chaired by the Communications Chairperson
- b. Purpose is to develop the communication plan for the organization that incorporates all forms of communication in an effort to promote knowledge of the organizations work and utilize technology for ease of use.

B. Ad Hoc Committees

- 1. Ad Hoc Committees will be created as needed.
- 2. The President shall make appointment of each committee chairperson and functions.
- 3. Selection of the members of the Ad Hoc Committees (shall be the responsibility of the Committee Chairperson.)

ARTICLE VII. - DUES

- A. NEOONL dues will be paid on an annual or biannual basis with the exception of new members who join the last quarter of the year. For these individuals, their membership will be extended to the following calendar year.
- B. Annual dues are payable by March 31st. Dues are for the calendar year January through December
- C. Members can pay dues for either a one year, or two year period.
- D. Honorary and Emeritus members shall be exempt from dues assessment.

ARTICLE VIII – TERMS OF OFFICE

- A. All officers shall serve for a term of two (2) years. Newly elected officers shall assume the office on the odd year.
- B. The term of office shall begin in January.
- C. The President-elect shall be elected bi-annually, at the end of the two year term, the President-elect shall become the President.
- D. If the office of the President becomes vacant, the President-Elect shall succeed to the office of the President and shall continue to serve as President for no longer than three (3) years.
- E. If the office of the President-Elect becomes vacant, a special election shall be held to fill that position.
- F. The Secretary/Treasurer shall be elected biannually, to serve a two (2) year term of office in even numbered years. The Secretary/Treasurer may serve consecutive terms if no other candidate accepts a nomination.
- G. If an alternate is appointed to complete an unfilled term due to unexpected vacancy, the alternate may serve the remaining term and could be reappointed for two (2) additional two-year terms.

ARTICLE IX.- ELECTION

Elections shall be held every two (2) years at the fourth quarter meeting of even numbered years

- 2. A ballot of eligible candidates shall be prepared by the Nominating Committee and shall be distributed to each full and associate member of the organization no less than thirty (30) days prior to the 4th quarter meeting of the year.
- 3. The ballots may be returned to the President-Elect via mail, fax or e-mail or by electronic voting. To be valid, the ballot must be received by the President-Elect one (1) week prior to the 4th quarter meeting.
- 4. The votes shall be tabulated by the President-elect and Secretary/Treasurer and reported to the Secretary/Treasurer.
- 5. A plurality vote shall constitute an election; in case of a tie vote, the choice shall be determined by a vote of the President, President-elect, and Secretary/Treasurer.
- 6. The President will inform those elected prior to the 4th quarter meeting.
- 7. The results of the election shall be communicated to the membership at the 4th quarter meeting.

ARTICLE X. – QUORUM

- A. The total number of voting members present shall constitute a quorum for the transaction of business.

ARTICLE XI. - AMENDMENTS

Notice

- A. Notice of proposed amendments or recommendations for By-laws changes are to be sent to the membership not less than 30 days in advance of the voting deadline.

Method of Consideration

- B. The Bylaws can be amended at any regular meeting if a quorum is present.

1/24/02

Revised: February 21, 2003, August 18, 2004, November 4, 2005

Reviewed: July 2005

Reviewed: November 2006

Revised: February 23, 2007

Revised: , 2008

Revised: May 15, 2009

Revised: November 12, 2010

Revised: March 30, 2012

Revised: March 28, 2014

Revised: June 17, 2016

Revised: September 14, 2017

Revised October 28, 2018

Revised July 12, 2020

Revised April 22, 2022