

Article V: Committees

Section A: Standing Committees

The standing committees of the Florida Orthopaedic Society shall include the Executive Committee, the Membership Committee, the Nominating Committee, the Program Committee, the Professional Liability/Legislative Committee, the Ethics Committee, the By-Laws Committee, and the Planning and Development Committee.

1. Executive Committee

- a. The Executive Committee shall be composed of the President who shall serve as Chairman, the First Vice President, the Second Vice President, the immediate Past President, Secretary-Treasurer, six elected Directors, as well as the elected members of the Board of Councilors. The Executive Director shall serve ex-officio.
In the event that an officer or Past President is also a Councilor or an elected member of the Board of Directors, he shall have but one vote. The vacant position may be filled by an additionally elected member for the term of the officer or councilor.
- b. The Executive Committee shall meet at least twice annually, preferably within a month of each of the other meetings of the Society. Called meetings of the Society may be held at any other time at the discretion of the President.
- c. It shall be the duty of the Executive Committee to execute such plans as shall be adopted by the Corporation and they shall have the power to make draft upon the Treasurer for such funds as may be required. They shall have general management of the financial affairs of the Corporation. The Executive Committee shall have control of all property owned by or belonging to the Corporation.
- d. The Executive Committee shall report to the membership at the regularly scheduled business meetings.
- e. The Executive Committee shall have the power, after proper investigation, to recommend to the Corporation suspension or expulsion of a member found guilty of violation, in spirit or in letter, of the "Principles of Medical Ethics", as adopted by the American Medical Association.
- f. The Executive Committee shall hire an administrator for the Corporation as well as to provide for a secretary to the administrator at salary levels to be determined by the Executive Committee.

2. Membership Committee

The Membership Committee shall be composed of three members appointed by the President. They shall serve for a period of three years. The Chairperson shall be designated by the President. The committee shall review

all applications for membership and shall make appropriate recommendations to the Executive Committee for action.

3. Nominating Committee

The Nominating Committee shall consist of the last three living Presidents of the Corporation. The Chairperson shall be the most recent Past President. In the event that three presidents are not available, any vacancy thus created shall be filled by Executive Committee appointment. The Nominating Committee shall meet prior to and report a slate of nominations at the Annual Meeting.

4. Program Committee

The Program Committee shall consist of the President, a Program Committee Chairperson, and a Local Arrangements Chairperson. The Program Chairperson shall be appointed yearly by the President. The Local Arrangements Chairperson may be appointed by the Program Chairperson, for the annual and joint FMA Society meetings with the approval of the President.

It shall be the responsibility of the Program Committee to:

- a. Solicit papers for the Spring Meetings.
- b. Arrange the papers
- c. Be responsible for the local arrangements through the Local Arrangements Chairperson
- d. Arrange for the Guest Speakers' lodging and stipend
- e. Arrange for the Resident Paper Awards

5. Professional Liability – Legislative Committee:

This committee shall consist of a Chairperson who is a member of the Florida Medical Association, appointed by the President and additional members appointed at the discretion of the President. The Chairperson of this committee shall additionally serve as a member of the Executive Committee and shall serve as a liaison with the Florida Medical Association. He, or a member of the Society appointed by the President of the Florida Orthopaedic Society shall represent the Society on the Florida Medical Association's Legislative Council, if a designated seat is given to the Society on that Council. The Chairperson of the Legislative Committee shall be familiar with proposed legislation in the health field and shall inform the membership on those matters.

6. Ethics and Grievance Committee:

The President shall appoint a committee of at least three members to act as a standing committee to handle complaints of possible moral, ethical, or

intellectual deficiencies against Florida's orthopaedic surgeons. The members of this committee shall not be members of the American Academy of Orthopaedic Surgeon's Regional Membership Committee. Complaints should be signed and in writing directed to the President of the Society who will then ask the committee to investigate the merits of the complaint and keep it on file.

The Ethics and Grievance Committee should make recommendations to the President who would return the complaint to the sender with appropriate recommendations as to where the sender shall proceed with the complaint if he desires to do so.

The Ethics and Grievance Committee is not intended to be a disciplinary body of the Society.

7. By-Laws Committee

The President, with approval of the Board of Directors, shall appoint a by-laws committee.

8. Planning and Development Committee:

The Planning and Development Committee will consist of the three consecutive past Presidents. The immediate past President will serve as Chairman. The Committee will study the future and special needs of the Society as they deem necessary and as designated by the Executive Committee.

Section B: Other Committees

Other ad hoc committees may be formed at the discretion of the President and/or the Executive Committee at any time. The specific purpose and/or intent of such an ad hoc committee shall be clearly stated as well as its duration. Such a committee shall be disbanded upon completion of its intended purpose unless extended by the President or Executive Committee for a definite period of time.