

WASHINGTON ASSOCIATION FOR FOOD PROTECTION
CONSTITUTION

ARTICLE I

This Association shall be known as the WASHINGTON ASSOCIATION FOR FOOD PROTECTION.

ARTICLE II

The objective of this Association shall be to:

- Advance the improvement in quality and safety of food products and the technological development of food processing equipment and supplies.
- Disseminate effective sanitary methods and regulatory requirements for producers, processors, distributors, and retailers.
- Provide food safety professionals with a forum to exchange ideas and information to protect the food supply.

ARTICLE III

This Constitution shall be the basis of government of this Association.

BY-LAWS

ARTICLE IV - Membership

Section 1. Any person interested in the objectives of this Association as set forth in ARTICLE II is eligible to make application for membership. The Executive Board shall act upon all applications for membership. Applicants shall submit an application, accompanied by the first annual membership dues, to the Treasurer. Alternately, any new or existing member may apply or update membership as part of the conference fee. Excluding any individual with any known conflicts of interests or previous misconduct, the applicant may become a member of the Association upon the payment of the dues.

Section 2. Any member who shall fail to pay annual dues within sixty days after dues are outstanding shall be dropped from membership. Any member so dropped may be reinstated upon new application submitted and accompanied by the unpaid dues for that year.

Section 3. A member of this Association may be expelled for due cause or disruptive behavior upon recommendation of the Executive Board and a majority vote of the members present at any Business Session or Conference.

Section 4. The membership year shall extend from October 1 to September 30 each year. Dues shall be payable in advance and may be combined with conference fees.

Section 5. Membership shall be entitled to vote and hold office. The Executive Committee must also be member of the IAFP Affiliate.

Section 6. All dues and conference fees shall be determined by the Executive Committee and based on operating costs and the economic environment.

WASHINGTON ASSOCIATION FOR FOOD PROTECTION
CONSTITUTION

Section 7. The decision to suspend or move the annual conference due to economic, natural disaster, conflict, or other unforeseen circumstances preventing membership attendance at the prearranged or any other conference venue, shall be determined by the Executive Committee, but also can be put up to email vote of the membership if circumstances permit.

ARTICLE IV - Officers

Section 1. The officers of this Association shall be a President, a President-Elect, a Secretary, a Treasurer, and an Auditor. These officers shall hold offices for one year or until their successors are duly elected. The President-Elect, upon the completion of his/her term in that capacity shall automatically become President.

Section 2. The President, the President-Elect, the Secretary, the Treasurer, and in ex-officio capacity, the immediate Past President shall comprise the Executive Board, which shall direct the affairs of the Association when not in Business Session.

Section 3. The officers shall enter upon their respective duties immediately upon their election at the Annual Business Meeting each year.

Section 4. An Affiliate Delegate to the International Annual IAFP meeting may be appointed at the discretion of the members attending the Annual Business Meeting or by the Executive Committee. In the circumstance there are more than one Affiliate Delegate proposed; the membership in attendance of the business meeting may hold an elective vote or vote to defer to the Executive Committee.

ARTICLE V - Duties of Officers

Section 1. It shall be the duty of the President to preside at all meetings of the Association. He/she shall appoint all committees unless otherwise directed by vote of the Association, and perform such other duties as usually devolve upon a presiding officer, or are required of him/her by the Association.

Section 2. The President-Elect shall perform the duties of the President in his/her absence.

Section 3. The Secretary shall record the proceedings of the Association. It shall also be the duty of the Secretary-Treasurer to assist in making arrangements and in preparing programs for meetings, and to notify members of meetings.

Section 4. The Treasurer shall keep a list of members and collect all money due the Association, giving his/her receipt therefor. He/she shall record the amount of each payment, with the name and address of the person so paying. He/she shall faithfully care for all monies entrusted to his/her keeping, and shall take a receipt for expenditures. He/she shall at the Business Meeting, make a detailed statement of the financial condition of the Association.

WASHINGTON ASSOCIATION FOR FOOD PROTECTION
CONSTITUTION

Section 5. The full management of the affairs of the Association when the Association is not in Session shall be in the hands of the Executive Board.

Section 6. It shall be the duty of the Auditor to examine and audit the accounts of the Treasurer and all other financial accounts of the Association, and to make a full report of the condition of the same at the Business Meeting.

ARTICLE VI - Meetings

Section 1. Meetings of the Association shall be held at least once a year at such time and place as shall be designated by the Executive Board, of which due notice shall be given to the membership by the Secretary.

Section 2. Business shall be transacted by majority vote of those in attendance at any state wide meeting of the Association.

ARTICLE VII - Amendments

This Constitution and Bylaws may be amended by a two-thirds affirmative vote of those members of the Association who register their votes with the Secretary. Any member proposing amendments must submit the same in writing to the Secretary at least thirty days before the date of the next meeting of the Executive Board, and the Secretary shall within 14 days notify all members by email that the proposed amendments will be open for email responses for the next 20 days. This email discussion will be transmitted to the entire membership. After discussion at the next Executive Committee meeting, the Executive committee shall decide if the proposed amendment will be voted upon by mail or email ballot, or if the proposed amendment can wait till the next Business Session (Conference). Such amendments, upon a majority affirmative vote of the members by email, by mail or in attendance at the Business Session (Conference), shall immediately become a part of the Constitution.

ARTICLE VII - Nominating Committee

A nominating committee consisting of three other members of the Association shall be appointed by the Executive Board. The said committee shall present one nominee for each office, further nominations may be made from the floor. The nominating committee may nominate any member of the Association but are encouraged to nominate members that are not members of said committee or the Executive Committee. Officers shall be elected by majority vote of the members present.

ARTICLE VIII - SUCCESSION

Should the office of the President and President-Elect become vacant simultaneously, the Secretary shall automatically become Acting-President. Should the office of Secretary or Treasurer be vacated, the Executive Board shall appoint an Acting Secretary or Treasurer for a period up to 60 days. When the Executive Board is reduced to three elected members or less for a period exceeding 60 days, a special election shall be held by email or mail ballot.