

Constitution of the American Dental Club of Paris

ARTICLE 1: NAME

The name of this Club shall be the "**American Dental Club of Paris**"



ARTICLE II : OBJECTS

The objects of this Club shall be the cultivation of closer professional and social exchanges among its members with an american educational background ; the promotion of scientific research and knowledge pertaining to dentistry and to uphold the highest standards of dentistry.



ARTICLE II, A: ADDRESS

The address of this Club shall be that of the President.



ARTICLE III: MEMBERSHIP

Section 1 - Membership in this Club shall be Active, Associate, Honorary, Retired and Affiliate.

Section 2 - Candidate for Active Membership shall be practitioners of dentistry in the City of Paris and Ile de France, holders of diplomas from Dental or Medical Schools in the United States or in Canada, which are accredited by the American Dental Association, or holders of Oral Implantology diplomas delivered by Dental or Medical Schools in the United States or Canada after a two-year full-time program, or Associate Members recommended to Active status by the Council.

Candidates meeting the above requirements and who do not reside in Ile de France shall be designated as Out of Town Active Members and will benefit from all the privileges of Active membership.

Associate Members after having first served as such during two years may be eligible for active membership upon recommendation of the Council, based upon attendance, services, interest in the Club and only if they have fulfilled one full academic year successfully in an accredited program in a North American Dental School or Hospital or two full academic years successfully in an Oral Implantology program in a Dental or Medical School in the United States or Canada. Associate Members that have been elected to Active Membership shall benefit from all the privileges of Active Membership.

Members not holding a dental degree from a recognized American Dental School shall not exceed twenty-five (25) per cent of the total of Active Members.

Section 3 - Candidate for Associate membership shall be practitioners of Dentistry or Oral Medicine. A priority will be given to candidates who will justify to the satisfaction of the Council of one consecutive year (three trimesters) of full time study at a dental school recognized by the American Dental Association or dental Institute.

Associate members should not exceed 1/3 of the total of Active members.

Associate members (out of town) may be admitted outside of the above quota.

Candidates meeting the above requirements and who do not reside in Ile de France shall be designated as Out of Town Associate Members and will benefit from all the privileges of Associate Membership.

Section 4 - A: Candidates for Honorary membership shall be former Active members who have retired from active practice and have rendered exceptional services to the Club.

B : Candidates for Retired membership shall be former Active or Associate members who have retired from active practice. Retired members could be elevated to Honorary membership upon proposal of the Council.

C : Honorary members and Retired members are exempt of the yearly fee.

Section 5 - Candidate for Affiliate membership shall be practitioners of Dentistry or Oral Medicine who have brought significant advances, contribution and distinction to the Science of Dentistry and/or have showed exceptional professional talent. Affiliate Member are not necessarily holders of degrees from Dental or Medical Schools in the United States or Canada.

Affiliate members are not intitled to become Associate or Active members.

Affiliate members should not exceed twenty-five (25) percent of the total of Active members.

Section 6 – The Officers of this Club, shall be chosen from the Active membership ; and only Active members shall be entitled to vote at any Business Meeting



ARTICLE IV: ELECTIONS

The Officers of this Club shall consist of a President, a President Elect, a Recording Secretary, a Treasurer, a Corresponding Secretary, a Librarian and an Executive Committee of three persons : all of whom, excepting the Executive Committee, shall be chosen every other year at the Annual Meeting to be held in the month of November of each year and each of whom shall hold office for two years, or until his successor shall have been chosen.



ARTICLE V

All elections of Officers are by ballot



ARTICLE VI: COUNCIL

The Officers of this Club shall constitute a Council for the proper conduct of the Club.



ARTICLE VII: VACANCIES

Any vacancies in the offices of this Club, occurring between annual meetings, may be filled by action of the Executive Committee, subject to the approval of the Club at its first ensuing meeting ; otherwise the Club may proceed to elect.



ARTICLE VIII: AMENDMENTS

All proposals for changes in this constitution shall be made in writing through the Council and shall be signed by three Active members ; but such amendments or alterations shall not be made, except by a three fourth vote of the Active members present at the annual Business meeting or at an exceptional Business meeting, due notice of such proposed changes having been given at a previous regular meeting and all Active members having been so notified in writing before action shall be taken.



BY-LAWS

ARTICLE 1: MEETING-QUORUM

Section 1 - The annual meeting for the election of Officers and transaction of business shall be held on a Thursday evening in November each year, at a suitable date chosen by the President, commencing at half-past eight o'clock.

Section 2 - Regular meetings shall be held on a Thursday evening commencing at half-past eight o'clock, from October to June inclusive at suitable dates chosen by the President, for the discussion of professional subjects, only excepting such other matters as may be specially referred to them by the Council or from a business meeting. A Joint meeting with the American Dental Society of London will be held yearly, alternately in Paris and London. An annual Social meeting will be held at a suitable date chosen by the President.

Section 3 - Special meetings shall be called by the President at a written request of five Active members ; the object of the meeting shall be stated in the call.



ARTICLE II: DUTIES OF OFFICERS

Section 1 - The President. - It shall be the duty of the President to preside at all meetings of the Club and of the Council ; to cast a deciding vote in all cases of a tie, except in the election of Officers, to appoint special Committees, to provide premises suitable for all meetings, to arrange for papers and other scientific and professional matters for the meetings and to fill all vacancies not otherwise provided for (see Art. VII Const.) , to check irregularities and enforce the rules of the Club ; to decide all questions according to general parliamentary Procedure (see Order of business) ; and to perform such other duties as may be named in the by-laws of the Club. The President shall be ex-officio member of all standing committees of the Club.

Section 2 - The President Elect. - It shall be the duty of the President Elect to assist the President in the performance of his duties and in case of the absence or disability of or at the request of the President, to officiate in his place. In case of absence of both President and President Elect, the Chairman of the Executive Committee shall preside.

Section 3 - The Recording Secretary. - It shall be the duty of the Recording Secretary to keep a correct record of all proceedings of the Club and of the Council, in a book for that purpose, and to read a written report of these proceedings at the annual meeting, or on order of the Club.

Section 4 - The Corresponding Secretary. - It shall be the duty of the Corresponding Secretary to keep the first roll-book of the Club, to inscribe there in the names and addresses of the members of the Club, together with all changes in membership or addresses, and to notify the Treasurer of such changes as they occur ; to notify members of the time and place of meetings, of the subjects for discussions, of the names of all candidates to be balloted for, Officers of their election, Committees of their appointment and of the subjects referred to them, to send such invitations to non-

members to attend regular meetings as the Council may direct, and also to any others that he himself may deem advisable ; he shall read a written report of his proceedings, together with a list of membership, at the annual meeting, or on order of the Club.

Section 5 - The Treasurer. - It shall be the duty of the Treasurer to keep the second roll-book of the Club in such form as to constitute a current account with all members with regard to fees, dues, or assessments ; to receive and take charge of all the funds of the Club ; to make payments only on order of the Council and approval of the President ; to keep an exact account of all receipts and expenditures, and preserve the vouchers thereof ; to notify members of their arrears and the time of payment of all fees, dues or assessments and to collect and receipt for same ; to read a written report of the condition of his official affairs, with vouchers, together with the names of all members in arrears, at the annual meeting or on order of the Club.

Section 6 - The Librarian. - It shall be the duty of the Librarian to preserve the files and all documents concerning the Club in order to constitute the complete history of its activities.

Section 7 - The Executive Committee. - It shall be the duty of the Executive Committee to examine into the moral and professional standing of those who may be proposed for membership, and to report upon the same to the Council and make a written report of its proceedings at the annual *Business* meeting, or upon order of the Club.

Section 8 - The Council. - The Council shall be the governing body of the Club.

Section 9 - The meetings of the Council shall be called by the President at his request or at the request of the Executive Committee, or of three Active members.



ARTICLE III: DUTIES AND PRIVILEGES OF MEMBERS

Section 1 – Active, Associate and Affiliate members shall on admission pay a fee equivalent to the annual dues to the Treasurer before their names shall be entered on the Roll of membership.

Section 2 - All Active, Associate and Affiliate members shall pay annual dues, the amount of which will be determined at the business meeting.

Section 3 – Any member shall be entitled to the privilege of the floor at all regular meetings for the discussion of subjects.

Section 4- After two years of non-payment of dues, notification having been given to the delinquent by the Treasurer calling attention to this section, either Active, Associate or Affiliate membership ceases.

Section 5 - Honorary members and Retired members shall be exempt from payment of admission fees and from annual dues.

Section 6- Any member of the Club may invite professional friend(s) at a regular meeting of the Club. It shall be his duty to present his guest(s) to the Members present. A "Guest Fee" is charged for each guest.



ARTICLE IV

Section 1

A . Request for admission to Active, Associate and Affiliate membership shall be made in writing to the Executive Committee by the candidate himself with the Sponsorship of two Active members or one Active member and one Honorary member.

B . Propositions for transfer of a Member from Associate membership to Active membership shall be made by the Council.

C . Election to Active, Associate, Honorary, Retired and Affiliate membership, and transfer from Associate membership to Active membership shall be made at the Annual Business meeting of November.

Notice of this proposal shall be sent promptly to all Active members at least one month before the annual Business meeting.

Written objections from five Active Members shall prevent the proposal for election of the candidate for at least one year from the date of his original proposal.

D . Before the vote at the Business Meeting by the Active members, it shall be the duty of one of the sponsors to present the candidate.

Section 2 –

Acceptance of membership in this Club implies acceptance of its Constitution and By-Laws.



ARTICLE V

The reserve funds of this Club shall not be spent without a majority vote of the Council, or a majority vote of the Club's Active members present at a business meeting.



ARTICLE VI: ORDER OF BUSINESS

Section 1 - At all regular meetings except annual meetings, the Order of Business shall be as follows :

- I Minutes of the previous regular meeting
- II. Communications from Officers.
- III. Reports of Committees ; Executive Committee first.
- IV. Incidents of office practice; casual communications.
- V. Lecture(s)
- VI. Discussions.
- VII. Adjournment.

Section 2 - At Business meetings, the Order of Business shall be as follows :

- I Minutes of previous Business meeting.
- II. Reports of Officers in their Order.
- III Reports of Committees; Executive Committee first.
- IV. Unfinished Business.
- V. Elections of Officers.
- VI. New Business.
- VII. Adjournment.



ARTICLE VII: AMENDMENTS

The by-laws shall not be altered or amended except by a three-fourths vote of all the Active members of the Club present at the annual Business meeting or at an exceptional Business meeting, due notice of the proposed changes having been given at a previous regular or stated meeting, and written notice having been given to all Active members in advance of the proposed changes or amendments.



PROFESSIONAL ETHICS OF THE CLUB

“DO UNTO OTHERS AS YOU WOULD THAT THEY SHOULD DO UNTO YOU”