

Bylaws

Foundation Professionals for Iowa Hospitals

Name

The organization shall be known as the Foundation Professionals for Iowa Hospitals (FPIH). FPIH is a personal membership group of the Iowa Hospital Association (IHA).

Objectives

1. To Promote and enhance the practice of the health care charitable foundation and profession in the hospital and health care setting.
2. To provide activities for members that will aid them in the development of skills within philanthropy and fundraising in the health care setting. These activities include providing educational programming and networking opportunities to its members.
3. Provide value to IHA as an information resource or advocacy group on health care concerns.
4. Have a common functionality with the activities and strategic goals of the Association.

Membership

Membership in FPIH will be open to foundation and fundraising professionals who are employed by or conduct work on behalf of an institutional member of IHA, represent providers who hold privileges at an institutional member, represent a health system with a presence in Iowa, are employed by an associate member of IHA, or are actively working in health care foundations and fundraising along the continuum.

Membership in FPIH shall become effective upon (i) receipt of the properly completed application form; (ii) receipt of the specified annual dues; and (iii) approval of the application by IHA.

Membership Categories include:

1. Active - Consistent with the requirements above.
2. Allied - Persons eligible shall be executives holding management positions in business and other organizations which conduct significant activity with hospital/health system foundation programs, i.e. consultants. Associates may attend FPIH Business Meetings but will not be considered Individual members, not permitted to vote in the meetings of, hold office in or vote for officers or directors of the FPIH except as otherwise set forth in these bylaws.

Dues

There shall be annual membership dues in an amount determined by the Iowa Hospital Association. Funds received by FPIH shall be held by the Iowa Hospital Association and expended in accordance with the provisions of the Statement of Regulation and Policy for IHA personal membership groups.

For hospital employees there is no charge to join FPIH. Renewal letters shall be sent from the Iowa Hospital Association offices in December. If members do not renew by March 1, membership shall be suspended until renewal is completed.

Non-hospital member dues shall be payable by March 1 of each year. Dues statements shall be sent from the Iowa Hospital Association offices in December. If dues have not been paid by March 1, membership shall be suspended until payment is received.

A member may resign at any time, but such resignation shall not give rise to a refund of any prepaid dues.

Meetings

There shall be an annual meeting of the membership for the transaction of business. The time and place of the annual meeting shall be designated by the IHA staff liaison in conjunction with approval from the FPIH Board of Directors. Notice of the meeting shall be sent to members not less than 10 days prior to the meeting. At any meeting of the members, the members holding one-tenth of the votes that may be cast shall constitute a quorum.

Officers

1. Officers.
 - a. The officers of FPIH shall be a President, a President-Elect, an Immediate Past President, and a Secretary.
2. Elections and Terms of Office

- a. Starting in 2021, elections shall be conducted during the month of April as needed in conjunction with expiring board member terms of office. The Board of Directors shall serve as the nominating committee and nominate a slate of Officers and At-Large Directors. The slate listing the names of nominated candidates for all board members shall be sent to each member of FPIH by electronic mail.
 - b. The board may not exceed a total number of eleven (11) individuals. An effort should be made to ensure representation from a minimum of three (3) of the five IHA geographical state districts.
3. Terms of Office

All terms of office in FPIH shall commence in May and/or in conjunction with the FPIH Spring Conference. Officers shall be members of the Board and shall serve for one year in their position, continuing to the successive position each year following.

 - a. The Immediate Past President shall be granted an additional year to serve on the board in fulfillment of his/her role of advising the succession of the President.
4. At-Large Directors shall be members of the Board and shall serve for three-year terms.
5. Continuance of Term

Each incumbent officer shall continue to hold office until the respective successor takes office as hereinabove provided.

 - a. Following the completion of a term for At-Large Directors, continuing At-Large Directors shall be listed on the FPIH Board election ballot for reelection.
 - b. At-Large Directors are allowed to serve for two consecutive terms. Following the two terms, if they wish to continue on the board they will need to roll off the board for one year before they're eligible to serve again.
6. Board Meetings

The FPIH Board of Directors shall meet at minimum twice a year and may hold conference calls, in addition to the meetings, if needed.

 - a. Board members are expected to make a best effort to attend all meetings and calls.
 - b. Board members that have more than two (2) unexcused absences from the regularly scheduled meetings will be removed from the board.
 - i. Notification of removal will be made by the FPIH Board President.
 - ii. Unexcused absence means that no notification of the absence was provided to either the FPIH liaison or the FPIH Board President.
7. Duties of Officers
 - a. President. The President shall preside at all membership meetings and serve as chairman of the Board of Directors. It shall be the President's duty to preside over the activities of FPIH; to present a report at the Annual Meeting,

and to perform such other duties as are inherent in the office of president or as authorized by the Board.

- b. President-Elect. The President-Elect shall, in the absence of or because of the incapacity of the President, perform all duties and assume all responsibilities of the President; shall assume the position of the President upon expiration of the President's term; and shall perform such other duties as from time to time may be assigned by the President or the Board.
 - c. Secretary. The Secretary shall ensure that minutes of the meetings are prepared and available to the members for inspection and shall perform such other duties as may contribute to the achievement of FPIH's objectives as determined and directed by the President or the Board.
8. Vacancies.
- a. Should the office of President become vacant, the President-Elect shall succeed to the office of the President for the balance of the unexpired term and shall, further, continue to serve as President in the next year as if the office of President had not become vacant.
 - b. Should the office of President-Elect become vacant, the Secretary shall succeed to the office of the President-Elect for the balance of the unexpired term and such vacancy shall be filled at the next regular election.
 - c. Should the office of Secretary become vacant by death, disability or resignation, such vacancy shall be filled by the Board of Directors for the unexpired term.

The Board of Directors of FPIH shall be comprised of the officers and at-large directors of FPIH and the Iowa Hospital Association's staff liaison to FPIH, who shall serve ex officio without vote. The Board shall be vested with the management of FPIH between annual meetings. Meetings of the Board shall be held as determined by the group.

Amendments

These bylaws may be amended or repealed by a two-thirds majority vote of the (this can mean the board or the membership). Any amendments to these bylaws shall be in alignment with the Statement of Regulation and Policy for IHA personal membership groups. Substantive policy amendments shall become effective only when approved by the IHA Board of Officers and Trustees.

Bylaws amended and approved by FPIH membership on 5/5/2020