



# TREASURE VALLEY DOULAS

## Treasure Valley Doulas' Bylaws

\*\*Updated for 2024\*\*

### ARTICLE I: ORGANIZATION

#### Section 1 Organization

The name of this organization shall be Treasure Valley Doulas. Treasure Valley Doulas is a professional support organization of birth and postpartum doulas, it is not an agency or collective.

### ARTICLE II: PURPOSE

#### Section 1 Purpose

Treasure Valley Doulas exists to strengthen members by providing opportunities to gain support, process experiences, network, and communicate with each other. We do this by sponsoring doula get togethers, holding meetings, providing continuing education and professional development, promoting community consciousness of doulas, and by providing marketing opportunities for doulas. We are committed to the development of the doula profession and to supporting our birth community.

### ARTICLE III: MEMBERSHIP

#### Section 1 Eligibility for Membership

Treasure Valley Doulas membership is offered to birth and postpartum doulas who have completed training, are either currently certified, or actively pursuing certification or recertification. All members agree to abide by TVD's Ethics and Standards for Doulas.

All members must be certified or actively seeking certification. Actively seeking certification is defined as a doula working towards certification, to be completed within their certifying organization's specifications. Members that have their certification lapse will be removed from the website and restricted from marketing events until recertified. If recertification is not resolved within 3 months, their membership will be void and renewal denied until recertification is complete.

To continue membership, members must attend 1/3 of membership meetings. If this requirement is not met, they may rejoin again at 6 months resigning all TVD agreements.

TVD will add members three times a year. Before joining TVD, a prospective member must attend a special meeting to get to gain an understanding of who we are as a group and understand our By-Laws and Ethics and Standards. The Membership Director will onboard members in accordance with the requirements and standards written by the board and approved by the President.

## **Section 2 Membership Benefits**

Membership benefits include participating in networking, meetings, social events continuing education and marketing events. Members may also have a personal web page on the TVD website.

(ARTICLE III Cont.)

## **Section 3 Dues**

Members are to pay their annual dues in full by January 31st. Member s dues shall be \$110. If a member pays in full between January 1st and January 7th, they will receive a discount of \$10. Doulas joining TVD throughout the year will pay a pro-rated amount for the remainder of the year.

## **Section 4 Requirements for Membership in Good Standing**

To be a member in good standing; the member s dues must be paid in full by the deadline. For certified members, proof of certification and membership to their organization must be provided to the Membership Director with their due's payment. Members must adhere to their certifying organization s values, ethics and standards as well as TVD s Ethics and Standards for Doulas. An accusation of a violation of any of those will be forwarded to the certifying organization. All certifying organizations must have a grievance policy so that TVD may forward the complaint. If the member is not yet certified, a meeting with them and a few co-members, which will include at least one board member and an impartial member witness, will be held to determine appropriate action if any. The focus of this meeting will be to doula the doula—encourage, educate and/or figure out if TVD is the right fit.

If at any time a member is determined, by the board, to be in breach of the requirements to be a member in good standing, and the doula-ing the doula process has failed or is not applicable, then the board reserves the right to revoke the membership.

## **Section 5 Withdrawals from Membership**

Members may choose to leave Treasure Valley Doulas at any time during the year, understanding that there will not be a full or partial refund of their paid dues.

Members may be asked to leave Treasure Valley Doulas for failing to meet the Requirements for Membership in Good Standing and there will not be a full or partial refund of their paid dues.

## **Section 6 Birth/Postpartum Worker Memberships:**

A previously certified doula member, in good standing, that has maintained membership for at least one year may continue membership as a Birth/Postpartum Affiliate Member and be listed on the website in their appropriate category ie. Lactation or Placenta Encapsulation. Membership shall be \$110 per year or \$100 if paid January 1-7<sup>th</sup>. They will be able to attend any meetings, and social events. They must also agree to TVD s Ethics and Standards for Doulas and maintain their certification in the category they are to be listed in.

## **Section 7 Certifying organizations**

The TVD board will conduct a yearly review of certifying organizations. In that review a list of basic requirements from a certifying body will be made or updated. One general membership meeting will be dedicated to discussing potential requirements with the membership.

# **ARTICLE IV: OFFICERS**

## **Section 1 Officers**

Treasure Valley Doulas will have the following elected officers leading the organization: President, Vice President, Treasurer, Membership Director and Secretary. Officers must be members in good standing for 1 year and have attended 50% of TVD s membership meetings.

A member must be certified to be President, Vice President or Membership Director. A member may still be working towards certification to serve on the board as Treasurer or Secretary.

In addition to be eligible for President a member must have been a certified member for at least a year, attended 60% of the general meetings and have served on the board for at least one year.

## **Section 2 Descriptions of Officers**

See separate addendum for description.

## **Section 3 Elections of Officers**

Nominations for officers will take place at the November general membership meeting. The election of new officers will be by anonymous ballot, where a 51% majority rules, and take place during the general membership meeting in December. The election of President, Treasurer and Secretary will be held in odd years. The election of Vice President and Membership Director will be held in even years. Members in good standing for 6 months or more and have attended 50% of the monthly meetings (50% of meetings since joining TVD if between 6-12 months) are eligible for voting. Eligible members can vote by absentee ballot if submitted prior to the general membership meeting. Newly elected officers will attend the January Officer Meeting with current officers, to

receive information and training regarding the position. New officers will assume officer responsibilities in February's general membership meeting.

Special Elections: If a current board member is elected to a different position, then an election will be held the following January monthly meeting to fill the vacated position. Nominations will take place via email or the TVD private Facebook group and will be accepted up to two weeks before the election.

Section 3 Clause: In the event not enough members qualify for board positions, the board reserves the right to adjust rules as needed to fill vacancies- from retaining certification requirements, attendance requirements, and/or extend current board member term limits. The board can hold a special election to fill vacancies as needed.

The board may also ask to postpone elections for one year if not enough members qualify or not enough interest is shown in board positions to be filled. All members on the board must agree to this.

#### **Section 4 Terms of Office**

An officer will serve in the elected position for a term of two years at which time they may be elected to a different position. After 2 consecutive terms of service the member should take a year off before being nominated to another position; which can be any position at this time. An officer may not serve more than 5 consecutive years on the board.

#### **Section 7 Vacancies**

Should an officer discontinue serving before their term is over, it will be the duty of the remaining officers to share the vacated responsibilities until a nomination and election can take place. The general and professional membership will have 2 meetings to nominate and elect a new officer to serve the remaining term. If the remainder of the term is less than 6 months, the time served will not count towards the replacement officer's allotted term time.

### **ARTICLE V: MEETINGS**

#### **Section 1 General Membership Meetings**

General membership meetings will take place on the second Wednesday of every month at 7pm. However, quarterly (March, June, and September) the meeting will be on Saturday at 10am. Additionally, TVD will have virtual meetings once a quarter to facilitate participation for those living further away. Meetings will serve to keep members informed on upcoming events as well as serve as an opportunity for connecting, sharing and support. A 30% attendance record, from the date of joining, is required to renew yearly membership. A 50% attendance record is required for voting rights. New members may vote if they have attended at least six (6) meetings including the meeting in which the vote is held. Attendance is required for one of the two meetings preceding the

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marketing event a member wishes to participate in. Any member can request that an item be added to the agenda by contacting a board member prior to the meeting. Agendas for general membership meetings will be made available 24 hours prior to the meeting. Meeting minutes will be made available within 48 hours of the meeting.

### **Section 2 Officer Meetings**

Officers meeting will take place within the week before the general membership meeting at a time that works for most of the board. The President will coordinate the date and time of the monthly board meetings and create the agenda. These meetings will be used to share updates and set the agenda for the upcoming general membership meetings.

### **Section 3 Special Meetings**

These monthly membership meetings may include other agenda items, but must include the following topics. October: Review Bylaws, November: By-laws Suggestions, and New Officer Nominations, December: New Officer Elections and By-law voting.

## **ARTICLE VI: AMENDMENTS**

### **Section 1: Amending bylaws**

Notice of a vote to amend these bylaws must be presented at the November meeting. The notice will include the current and proposed changes to the bylaws. The suggested changes will then be voted upon in December at the general membership meeting by a two-thirds vote of the organization's voting members in good standing. Members in good standing can vote by absentee ballot if submitted prior to the general membership meeting, only if in missing this meeting they still meet the requirements of having attended 50% of the general member meetings.

## **ARTICLE VII: CONFLICT OF INTEREST**

Treasure Valley Doulas is committed to promoting members businesses in a fair manner and recognizes that all members have a financial interest in decisions. Any member who has a personal or financial conflict of interest in Treasure Valley Doulas decisions outside of the general memberships overall experience shall disclose this conflict of interest and withdraw from discussion, lobbying, and voting on the matter.

## **ARTICLE VIII: DISSOLUTION CLAUSE**

The organization Treasure Valley Doulas may be dissolved with previous notice (28 calendar days) and a two-thirds vote of those present at the general membership meeting.

If the organization is dissolved, any remaining funds will be used to take care of any outstanding bills/existing debt and refund member s dues. Any remaining funds will be voted upon by the general membership in good standing.

\*Original By-Laws created by Jamie Corbin, Mariah Gossett Sutton, Shawnelle Callaham and Heather Norris.