

Driving School Association of Oregon Constitution and Bylaws

Article I - Name

The name of this association shall be Driving School Association of Oregon. The association is registered with the State of Oregon as a domestic nonprofit corporation for the mutual benefit of its members.

Article II - Definition

"Driving School" includes all persons, partnerships, corporations, firms, etc., which are certified by Oregon Department of Motor Vehicles and commercially engage in the business of providing traffic safety education programs to student drivers.

Article III - Purpose

The purpose of the Association is to organize the Driving Schools in Oregon around common goals and aspirations to improve the Driving School industry as a professional group and to be able to realize these goals through representation on administrative and legislative levels.

Article IV - Objectives

The objectives of the Association shall be to:

1. Advance the cause of traffic safety and consider and deal with questions and issues affecting the industry.
2. Secure cooperative action in advancing the common purpose of its members and encourage members to adhere to the DSAO Code of Ethics.
3. Promote the exchange of information and experience to extend the effectiveness of the profession.
4. Encourage commercial Driving Schools to pursue and maintain ODOT-approval and DMV certification.
5. Work closely with the Department of Motor Vehicles and Traffic Safety Division.
6. Promote regulations and laws that to ensure the development, and growth of the industry.
7. Encourage high professional standards for all Driving Schools and instructors.

Article V - Officers and Elections

Section 1 - Elected Officers - The elected officers of the Association shall be a President, a First Vice President, a Second Vice President.. All elected officers shall be an owner, operator, manager, or instructor-trainer from a DMV-certified and ODOT-approved driving school. . All elected officers shall have at least two years of experience in Driver Education. No two elected officers shall be from the same Driving School. Elected officers will serve as the Board of Directors.

Section 2 – Secretary/Treasurer - The secretary shall be appointed by the Board of Directors for a one-year term and may be reappointed yearly for additional terms. The Secretary/Treasurer is included as a non-voting member of the Board of Directors and shall serve as the correspondence secretary.

Section 3 - Duties - The duties of the officers shall be those usually pertaining to the respective offices. The Board of Directors shall manage the affairs of the Association.

Section 4 - Term of Office - The term of each office shall be for one year.

Section 5 – Progression of Officers – A Second Vice President shall be elected each year at the annual meeting. Upon completion of the term, the Second Vice President shall succeed to the position of First Vice President. Upon completion of the term, the First Vice President shall succeed to the position of President.

Section 6 - Elections - Election of officers shall be held at the regular annual meeting and be determined by the candidate receiving the most votes.

Section 7 - Nomination of officers - A qualifying member interested in serving as Second Vice President shall notify the secretary in writing no later than fifteen (15) days prior to the scheduled annual meeting to be placed on the ballot.

Section 8 - Vacancies - In the event an officer should be unable to complete his/her term, that office shall be filled by the elevating the officers below the vacant office according to rank. The Board of Directors will appoint a qualified member to fill the remaining vacancy for the rest of the term.

Article VI - Membership and Dues

Section 1 - Membership - Any person engaged in the Driving School industry may become a member of the Association, provided the individual complies with the Code of Ethics and Rules of Conduct set forth in the Oregon Commercial Driving School regulations. Active membership is required to vote.

Section 2 - Determination of dues - The annual dues for each member of the Association shall be recommended by the Board of Directors and may be changes on an annual basis upon majority approval of the members. All members, including elected officers, shall pay annual dues.

Section 3 - Annual Dues - \$50. Membership renewal and fees are due at the time of the annual meeting. Unpaid dues will render a member inactive until dues are paid in full.

Article VII – Meetings

Section 1 - Annual Meeting - There shall be an annual meeting of the Association members during the first quarter of the calendar year. Members shall be notified of such meeting at least thirty (30) days prior to the meeting.

Section 2 - Board Meeting - The Board of Directors shall communicate as needed via email or phone.. There shall be a quarterly meeting of the Board of Directors with other board meetings as deemed necessary. The Board shall be notified at least fifteen (15) days prior to any meeting.

Section 3 - Special Meetings - Special meetings of the members may be called by the President or no less than 25% of the membership. Fifteen (15) days notice shall be required for a special meeting with the purpose of the meeting stated in the notice.

Article VIII - Records and Communication

The Association shall keep complete and accurate records of account and shall keep minutes of the proceedings of its meetings. A record of names and addresses of all the members shall be kept at the registered or principal office. A current list of Oregon Commercial Driving Schools and instructors shall be obtained from the Department of Motor Vehicles at least once a year prior to the annual meeting and shall be kept at the registered or principal office for communication purposes. DSAO shall create and maintain a website that provides current information relevant to Driver Education in the state of Oregon.

Article IX - Amendments

Changes to the Constitution or bylaws of DSAO may be proposed by members of the organization or by the Board of Directors. All proposed changes shall be submitted in writing to the Secretary/Treasurer at least 15 days before the next board meeting.

Article X - Dissolution

The Association shall be dissolved only upon the vote of two-thirds of the membership, upon one year's notice. In the event of dissolution, all assets of the Association shall be donated to ODTSEA (Oregon Driver and Traffic Safety Education Association). None of the assets of the Association shall revert to the individuals or organizations comprising its membership, nor shall any donor or be given preferential consideration in the disposition of assets.