



**BY-LAWS OF THE MIDDLE-EAST & NORTH AFRICA ASSOCIATION
ON AGING & ALZHEIMER'S (MENAAA)**

TITLE I. Name

Article 1.

The Association is called The Middle-East & North Africa Association On Aging & Alzheimer (MENAAA), herein after referred to as The Association.

Article 2.

The legal Headquarters of the Association is established in Lebanon and the secretarial office will be at at Tripoli-Lebanon at the Abyad Medical Center.

TITLE II. Aims

Article 3.

The purposes of The MENAAA shall be to advance the scientific and scholarly study of aging and to promote human welfare by the encouragement of gerontology and geriatrics in all its areas. Therefore, the Society's objectives shall be:

- To promote the scientific study of aging in both the biomedical and behavioral/social sciences; by direct members and member organizations, and to promote cooperation among these organizations.
- To support the Middle-East journal of Age & Aging & Middle East Journal of Pyschiatry & Alzheimer's.
- To promote research and knowledge about Alzheimer's disease and to raise public awareness about the disease.
- To stimulate communications among scholarly disciplines, and among professionals including researchers, teachers, administrators, and others.
- To expand education in aging; and to develop the qualifications of gerontologists by setting high standards of professional ethics, conduct, education, and achievement. To promote training of highly qualified personnel in the fields of aging.
- To foster application of research to the field of practice; and to advance the utilization of research in the development of public policy; and to disseminate research findings by means of its publications.
- To promote the interests of the gerontological organizations and individual members in all questions pertaining to foreign or international matters.
- To promote and assist in the arrangements for holding the Middle-East & North Africa Congress of Gerontology at intervals determined by the Executive Board.

Article 4.

Members of the Association will undertake to carry out the aims of the Association by all means at their disposal.

TITLE III. Membership

Article 5.

Section 1.

Membership in the Society shall be open to persons of good character who hold interest in furthering the purposes of the Society as stated in Article I of these bylaws and who meet the qualifications for membership as stated in Article III, Section 2 of these bylaws.

Section 2. Classes of Membership

There shall be six classes of members: Organisations, Member, Student Member, Emeritus, and Honorary. The designation of "member" in these bylaws shall be deemed to include all categories, except where there is an express provision to the contrary.

a. Organisations

Membership in the Association shall be by national gerontological organizations (societies) located in the MENA Region. To be eligible for membership an organization (society) must

- Be national in its scope and multidisciplinary in membership; unless otherwise approved by Executive Board, only one national organization from any country shall be a member of the Association;
- Have a primary orientation toward research and training in gerontology; and have at least twenty five members (in good standing) with exceptions determined by the Executive Board.

Individual members of national organizations which are in good standing in the Association are considered to be members of the Association.

Member organizations are expected to make periodic reports to the Secretary-General on membership and activities. Such reports shall be required prior to the meeting of Executive Board at Congresses of the Association.

b. Affiliate Organisations

Any organization working in the field of aging outside the MENA region are eligible to become affiliate member of the organizations once approved by the executive board.

c. Members

Members shall be persons who hold interest in furthering the purposes of the Society and whose applications have been approved by the Society's Membership Committee.

d. Student Members

A student who is registered full time for graduate, undergraduate or professional studies at an accredited educational institution or who is completing his/her internship or residency requirements and who holds interest in furthering the purposes of the Society may be admitted as a Student Member.

e. Emeritus

Any person who for a total of 20 years has been a Member of the Society and who is no longer compensated for professional work may request "Emeritus" (Member or Fellow) status. Upon recommendation of the Membership Committee of the Society and approval by Executive Board he/she shall be so designated. Such Member or Fellow shall: pay no dues, receive publications at a cost specified by Executive Board, and retain all other respective rights and privileges of the Society.

f. Honorary

The Executive Board may elect as Honorary such persons as it determines have made distinguished contributions to gerontology. They shall have all rights and privileges of the Society but they shall pay no dues and shall have no vote.

Section 4.

The Electorate of the Society shall consist of the Organisations , Members, Student Members, and Emeriti.

TITLE IV. Dues

Article 6.

It has been decided that member organization and individual members will not pay membership dues in the coming three years. Where as affiliate organization will pay five hundreds US dollars per year.

Article 7.

Member organizations and individual members shall not be liable for any debts of the Association beyond the amount of their annual dues.

TITLE V. Finances and Budget

Article 8.

The funds of the Association are made up as follows:

- a. The yearly membership dues (Article 6);
- b. Voluntary gifts from individuals, groups, or organizations;
- c. Grants from governmental or non-governmental organizations;
- d. Funds from any other source

Approval by Executive Board is required for acceptance by the Association of funds specified under b, c, or d of this Article.

TITLE VI. Governance

The governing body of the Association is

1-The Executive Board

2-Academic Board

Article 9.

The Association is governed by a Executive Board which shall be composed of representatives of member-organizations (societies) in good standing in the Association, and one individual member from each country in the Middle East & North Africa Region with no formal organization, and the officers of the Association, elected or approved by Executive Board - The President, Immediate past-President, Secretary General/Vice President, and Treasurer.

If more than one National Society in one country has been accepted as a Full Member of the MENAAA , then an agreement between these Societies on the representing person should be first sought: they should agree on a single representative. If an agreement is not reached, the Full Board of the MENAAA will decide which of the National Societies is best suited to represent that country, after reviewing relevant information, including the number of clinical geriatricians who are members of these national societies.

Full Member representatives on the board shall be appointed for a period of office of four years. This person can be reappointed, for a further 4 years but after that time it is recommended that a replacement is selected. The same person may return to the Board after 4 years interval.

Affiliate members are not separately represented on the Full Board.

Article 10.

Attendance and Voting

- a. Each national representative has full voting rights in the Executive Board. They also have the right to make proposals and suggestions to be discussed at the Executive Board. Full Board members may vote by proxy or may be substituted by an alternative person from their country, who will therefore have the voting right for that meeting.
- b. If financial means are available Members of the Executive Board will be financially supported to attend Executive Board meetings.

- c. Affiliate members may be invited to attend as non-voting Observers or to speak in an advisory capacity.

Article 11.

The Executive Board has full authority to manage the affairs of the Association. This authority includes: election of officers of the Association; admission of new member organizations; suspension and/or termination of membership in the Association; change in By-Laws; approval of budget; assumption of commitments on behalf of the Association; determination of time and site of the Middle-East Congress; appointment of Committees.

Article 12.

The By-Laws of the Association can be amended in any regular meeting of the Association by a two-thirds vote in the Executive Board with a quorum present provided the proposed amendment(s) has(ve) been submitted in writing at least 90 (ninety) days prior to the regular meeting of the Executive Board and has been sent to all of the organizations (societies) in good standing in the Association. The date of mailing will be considered the date to comply with this by-law.

Article 13.

The Executive Board may create such standing or ad hoc Committees as may be desirable or necessary in the interest of the Association or for advancement of its activities, such as membership, finances, nominations, research, programs and so on. The President of the Association appoints the chairpersons of all committees authorized by Executive Board. d) The Committees may develop their own operating procedures providing they are submitted to and approved by Executive Board. e) Research and Program Committees may engage in such activities, develop such programs and hold such meetings as they may determine provided they are consistent with the aims of the Association and are approved by the Executive Committee of the Association.

Article 14.

The Executive Board determines the place and date for each Middle-East & North Africa Congress of the Association and the time interval between them.

Article 15.

a) The Executive Board shall hold meetings as often as necessary in the interest of the Association. Resolutions are taken by majority vote of Executive Board members present except for cases in which a two-thirds vote is required (see Articles 13). In case of a tie, the Chairperson will have the deciding vote. b) Member of the Executive Board shall be notified of the agenda 30 (thirty) days in advance of the date of the meeting. c) Matters requiring Executive Board action

between meetings shall be submitted in writing to the members of the Executive Board. Resolutions or action shall be taken on the basis of a majority vote of Executive Board members who respond in writing within 30 (thirty) days except for cases in which a two-thirds majority vote is required by the By-Laws.

Article 16.

a) The Executive Board may expressly negotiate and conclude all legal transactions on behalf of the Association. b) The Executive Board represented by the President, or by one of its members appointed by the President for this purpose, may also sue all debtors before courts, plead before any jurisdiction, undertake any personal or real action, maintain their defense, carry out all judgments and seizures, transact, compromise and compound.

Article 17.

Resolutions of the Executive Board shall be signed and recorded by the President and the Secretary General/Vice-President of the Association.

Article 18.

a) In case the office of the President of the Association becomes vacant due to resignation, demise, or other reasons, the Secretary General/Vice-President of the Association shall become President of the Association for the remaining period of the office. b) Should the office of Secretary General/Vice-President or of the Treasurer become vacant (resignation, demise, or other reasons) the President shall nominate successors to be approved by Executive Board. Should the office of Secretary General/Vice-President-elect or a Treasurer-elect become vacant, the President shall act in accordance with Article 18 (i.e., in consultation with the President-elect) recommend successor/s to vacant offices, and obtain Executive Board approval by majority vote.

The Academic Board

Article 19.

Election of Members of the Academic Board

1. The MENAAA shall have an Academic Board consisting of six to ten Members.
2. Members of the Academic Board shall be appointed by the Executive Board on a proposal by the Academic Director. They shall be practicing geriatricians in the MENA Region with significant academic merit and nationally renowned in their own country.
3. Members of the academic boards shall be appointed by the executive board for a period of office of four years. In the event of a vacancy

during a period of office, a temporary member may be appointed by the Academic Director, in which case he or she shall complete the period of office of the replaced member.

Article 20.

Responsibilities of the Academic Board

The Academic Board shall have full responsibility in defining the scientific content of every congress or official meeting of the EuGMS, and establish a scientific committee for each major congress.

The Academic Board shall meet at least once a year, under the chair of the Academic Director. The Academic Director is accountable to the Executive Board for the work of the Academic Board.

TITLE VII. The Middle-East & North Africa Congress on Aging

Article 21.

The Middle-East & North Africa Congress shall convene at intervals, dates, and places determined by Executive Board (Article 15).

Article 22.

A Congress Program Committee shall plan and organize the scientific program of the International Congress. The Program Committee, typically having 10 members, shall include the President, the immediate past-President, the Secretary General/Vice-President, the Treasurer, and the President-elect of the Association . The President-elect of the Association shall serve as chairperson of the Program Committee. Additional members may be recommended by the Chairperson of the Committee but must be approved by Executive Board or the Executive Committee acting in behalf of Executive Board.

TITLE VIII. Claims on Association

Article 23.

A terminated member organisation (society) or individual (see Article 9) as well as the claimant of deceased members have no rights to the funds of the Association. They may neither claim the membership fees paid by themselves or others, nor may they insist upon a statement, a rendering of accounts, the affixing of seals, or a stocktaking.

TITLE IX. Dissolution of the Association

Article 24.

A decision on dissolution shall be made only by Executive Board and shall require a two-thirds majority vote of member-organizations of the Association. If the Association is dissolved, Executive Board shall have the authority and responsibility to allocate and dispose of the Assets of the Association.

TITLE X. SYMBOLS

Article 28.

The logo represents the integration and the union of member societies from the Middle-East & North Africa Region. Member societies and their official

publications may use the logo of the MEAA to indicate that activities are performed under the auspices of the MENAA. It may be used on the stationary of the member societies with the subtitle "Member" used along with the name of the constituent member society.

