



Obsidian Institute of Integrative Medicine  
14741 Main St, Harvey, IL 60426  
[www.obsidianinstitute.org](http://www.obsidianinstitute.org)  
[ewashington@obsidianinstitute.org](mailto:ewashington@obsidianinstitute.org)  
708.433.9890 P  
888.592.0804 F

### **Organization Constitution and Bylaws**

- 1) Organization name and purpose
  - a) The name of the organization/agency/group shall be Obsidian Institute of Integrative Medicine
  - b) To promote mental, physical, and spiritual health and wellness utilizing by providing mental and physical health services for community clients and continuing education for clinical mental health and holistic health practitioners. Practices include, but are not limited to, Clinical Mental Health Counseling and Case Management, Chinese Medicine and Acupuncture, Energy Medicine, Vibration Therapy, Naturopathy, Herbalism, Indigenous and African Spiritual/Healing practices, Expressive and Creative Arts, and Nutrition. We train to work with various populations, especially underrepresented populations including LGBTQ+, Cognitive and Developmental Disability, Communities of Color, and Trauma Survivors. Continuing education hours are available for IL LPC, LCPC, LSW, LCSW who take these trainings.
- 2) Board of Directors
  - a) The Board of Directors shall serve without pay and consist of a minimum of 3 members and a maximum of 10.
  - b) Must be 18 years of age.
  - c) Board members shall serve 2 years and the post is renewable.
  - d) Vacancies shall be filled by the Board, with the recommendation of the Executive Director.
  - e) Board members with 5 absences shall be dismissed from the Board.\*
- 3) Officers



Obsidian Institute of Integrative Medicine  
14741 Main St, Harvey, IL 60426  
[www.obsidianinstitute.org](http://www.obsidianinstitute.org)  
[ewashington@obsidianinstitute.org](mailto:ewashington@obsidianinstitute.org)  
708.433.9890 P  
888.592.0804 F

- a) The officers of the board shall consist of a Chair, Vice Chair, Secretary, and Treasurer nominated by the Board.
- b) Elected officers will serve a term of one year.
- c) (a)The Chair shall preside at all Board meetings, appoint committee members, and perform other duties as associated with the office. (b)The Vice-Chair shall assume the duties of the Chair in case of the Chair's absence. (c)The Secretary shall be responsible for the minutes of the Board, keep all approved minutes in a minute book, and send out copies of minutes to all. (d) The Treasurer shall keep record of the organization's budget and prepare financial reports as needed.
- d) Officers may be removed from office for failure to perform duties.
- 4) Committees
  - a) The Board may appoint standing and ad hoc committees as needed.
  - b) Meetings
    - c) Regular meetings shall be held on the third Sunday of January and June, each year.
    - d) Special meetings may be held at any time when called for by the Chair or a majority of Board members.
    - e) Agendas shall be provided at least 30 in advance.
- 5) Voting
  - a) A majority of board members constitutes a quorum. (b) In absence of a quorum, no formal action shall be taken except to adjourn the meeting to a subsequent date.
  - b) Passage of a motion requires a simple majority (ie, one more than half the members present).
- 6) Conflict of Interest



Obsidian Institute of Integrative Medicine  
14741 Main St, Harvey, IL 60426  
[www.obsidianinstitute.org](http://www.obsidianinstitute.org)  
[ewashington@obsidianinstitute.org](mailto:ewashington@obsidianinstitute.org)  
708.433.9890 P  
888.592.0804 F

- a) Any member of the board who has a financial, personal, or official interest in, or conflict (or appearance of a conflict) with any matter pending before the Board, of such nature that it prevents or may prevent that member from acting on the matter in an impartial manner, will offer to the Board to voluntarily excuse him/herself and will vacate his seat and refrain from discussion and voting on said item.

7) Fiscal Policies

- a) The fiscal year of the board shall be January 1 to December 31.

8) Amendments

- a) These by-laws may be amended by a two-third vote of Board members present at any meeting, provided a quorum is present and provide a copy of the proposed amendment(s) are provided to each Board member at least two weeks prior to said meeting.

This policy was updated on 10/31/2020 by a vote of 3 out of 3.