



MEMORANDUM

To: AAVSB Member Board Members and Affiliate Members

From: AAVSB Bylaws and Resolution Committee

Date: May 14, 2026

Subject: Proposed Bylaws Amendments for 2026

Here are the proposed Bylaws amendments for you to review.

As background, the Bylaws are intended to be the framework and foundation of any organization. The Bylaws include a definition of the mission and serve as the authoritative source for making decisions and changes. The Bylaws also describes the organization's governance structure to ensure stability and legal compliance. And as the organization's governing document, the Bylaws require a formal vote by members to change.

In addition to the Bylaws, the Board uses supporting policies. These policies provide the detailed, flexible operational guidelines for implementation of the Bylaws and ongoing administration of the organization. Staff has developed these policies in collaboration with the AAVSB Board of Directors. The AAVSB Board of Directors and staff update these policies as needed, ensuring that they continue to reflect the content of the Bylaws. No vote is needed by the membership to change Policies.

With the above mindset, the AAVSB Bylaws and Resolution Committee was charged by the AAVSB Board of Directors to complete a comprehensive review of the existing Bylaws to be presented to the Delegate Assembly at the Delegate Assembly Meeting in September 2026. The Committee presented an initial proposed Bylaws amendment of Article X. COMMITTEES in September 2025, which passed.

For the September 2026 Delegate Meeting, there are nine (9) proposed Bylaws amendments that were duly received at the Association office in accordance with the AAVSB Bylaws. The Committee met with the Member Boards and the Committee's Board of Director's Liaison who submitted proposed amendments for 2026 consideration. Also, as directed by the Delegate Assembly in September 2025, the Committee met with the Kentucky Board of Veterinary Examiners on their comprehensive proposed amendment submitted in 2025.

At the upcoming September meeting, the Delegates will vote on the proposed Bylaws amendments in the following order:

Proposed Amendment 1 – Bylaws comprehensive review proposed by the Bylaws and Resolution Committee

Proposed Amendment 2 – ARTICLE IX. REPRESENTATIVES TO THE INTERNATIONAL COUNCIL FOR VETERINARY ASSESSMENT REPRESENTATIVES, Section 3. Elections proposed by the Board of Directors

Proposed Amendment 3 – ARTICLE X. COMMITTEES, Section 4. Veterinary Technician National Examination (VTNE) Committee proposed by the Board of Directors

Proposed Amendment 4 – ARTICLE VII, BOARD OF DIRECTORS AND OFFICERS Section 1. Composition proposed by the West Virginia Board of Veterinary Medicine

Proposed Amendment 5– ARTICLE II. PURPOSE proposed by the Kentucky Board of Veterinary Examiners

Proposed Amendment 6 – ARTICLE IV. MEMBERSHIP, Section 5. Voluntary Withdrawal of Membership from the Association (New section) proposed by the Kentucky Board of Veterinary Examiners

Proposed Amendment 7– ARTICLE VIII. BOARD OF DIRECTORS MEETINGS, Section 4. Participation proposed by the Kentucky Board of Veterinary Examiners

Proposed Amendment 8 – ARTICLE IX. TRANSPARENCY (New article) proposed by the Kentucky Board of Veterinary Examiners

Proposed Amendment 9 – ARTICLE XI. FINANCES, Section 4. Contracts proposed by the Kentucky Board of Veterinary Examiners

A Delegate Assembly Information Session will be held virtually as an additional opportunity for the Bylaws and Resolution Committee and Legal Counsel to disseminate information on what will be voted on for Bylaws, Resolutions, Practice Act Model, and elected positions at the upcoming AAVSB Annual Meeting & Conference’s Delegate Assembly Meeting September 25 and 26 in Providence, Rhode Island.

As outlined below, this packet includes information on each proposed amendment, comments and recommendation from the Bylaws and Resolution Committee, comments and recommendation from the AAVSB Board of Directors, and operational, financial, and legal impact statements, the letter or memo from the Proposer and the proposed changes are indicated in red on the enclosed Bylaws amendment.



Each proposed Amendment includes the location in Bylaws, Proposer, Bylaws & Resolution Committee comments, Board of Directors’ comments, Recommendation by Bylaws & Resolution Committee and Board of Directors, and operational, financial, and legal impact of proposed revisions, the letter or memo from the Proposer and the proposed changes are indicated in red on the enclosed Bylaws amendment.

PROPOSED AMENDMENT # TEMPLATE	
<i>Location in Bylaws:</i>	ARTICLE <i><u>Proposed revisions and memo are included in the attached document.</u></i>
<i>Proposed by:</i>	
<i>Bylaws & Resolutions Committee comments:</i>	
<i>Board of Directors’ comments:</i>	
<i>Recommendation(s):</i>	The Bylaws and Resolution Committee supports/does not support/no recommendation the proposed amendment. The AAVSB Board of Directors supports/does not support/no recommendation the proposed amendment.
<i>Operational Impact :</i>	
<i>Financial Impact :</i>	
<i>Legal Impact:</i>	



MEMORANDUM

To: AAVSB Member Board Members and Affiliate Members

From: AAVSB Bylaws and Resolution Committee

Date: May 14, 2026

Subject: Proposed Bylaws Amendment 1 for 2026

Each proposed Amendment includes the location in Bylaws, Proposer, Bylaws & Resolution Committee comments, Board of Directors' comments, Recommendation by Bylaws & Resolution Committee and Board of Directors, and operational, financial, and legal impact of proposed revisions, the letter or memo from the Proposer and the proposed changes are indicated in red on the enclosed Bylaws amendment.

PROPOSED AMENDMENT 1	
Location in Bylaws:	Bylaws Comprehensive Review of ARTICLES I - XIII <i><u>Proposed revisions and memo are included in the attached document.</u></i>
Proposed by:	The Bylaws & Resolution Committee
Bylaws & Resolutions Committee comments:	See Bylaws & Resolution Committee memo
Board of Directors' comments:	The Board of Directors supports the comprehensive amendments proposed by the Bylaws & Resolution Committee to be presented at the 2026 Delegate Assembly meeting. Generally, the Board of Directors supports the rationale of the Bylaws & Resolution Committee memo below. The Board of Directors reserves the right to express its position as needed during the discussion portion of the Delegate Assembly meeting.
Recommendation(s):	The AAVSB Board of Directors supports the proposed amendment package.

Operational Impact:	Please refer to the specific comments in the rationale in the memo below.
Financial Impact:	Please refer to the specific comments in the rationale in the memo below.
Legal Impact:	In the Board of Directors and Officers Qualifications section, the revision ensures the Affiliate Member is still serving the respective veterinary regulatory jurisdiction, understanding changing regulatory environments.



MEMORANDUM

To: AAVSB Member Board Members and Affiliate Members
From: AAVSB Bylaws and Resolution Committee
Date: May 14, 2026
Subject: Proposed Bylaws Amendment 1 for 2026

The AAVSB Bylaws and Resolution Committee is submitting this proposed Bylaws comprehensive revisions as charged by the AAVSB Board of Directors to complete a comprehensive review to be presented to the Delegate Assembly at the Delegate Assembly Meeting in September 2026.

Bylaws and Resolution Committee Comments:
The Bylaws are intended to be the framework and foundation of the organization to define the mission and be responsive in decision-making to changes. Bylaws define the organization’s governance structure to ensure stability and legal compliance. Supporting policies provide the detailed, flexible operational guidelines for implementation.

In their comprehensive review, the Bylaws and Resolution Committee asked for input from the Member Boards and focused on the overall governance structure in determining their revisions as presented.

The Committee met with the Member Boards and the Committee’s Board of Director’s Liaison who submitted proposed amendments for 2026 consideration, and as directed by the

Delegate Assembly in September 2025, met with the Kentucky Board of Veterinary Examiners on their comprehensive proposed amendment submitted in 2025.

Throughout their review, discussion, and revisions, the Committee determined operational rules adopted by the Board of Directors to manage daily affairs are to be outlined in policies and procedures, adaptable to changing circumstances and needs of the organization.

ARTICLE II. PURPOSE

Revised to include both welfare of the public and animals in the initial purpose statement. Eliminating the supporting sections that may be viewed as restrictive, limiting activities of the Association and revising to a concise, encompassing statement establishing legal and tax-exempt status, allows the Association to continue its focus on service to the Membership, responsive with needs of the Membership, needs of the public, changes within the profession, including but not limited to technology affecting regulation, to be addressed by the Membership.

ARTICLE III. DEFINITIONS and throughout the Bylaws.

The Committee added delegates to clarify the definition of Delegate Assembly.

The Committee revised Licensed Veterinary Technician to Credentialed Veterinary Technician since credentialed encompasses certified, licensed, and registered veterinary technicians as recognized by the Member Boards.

ARTICLE IV. MEMBERSHIP and throughout the Bylaws.

For clarification throughout the Bylaws, the Committee revised language to include Annual Delegate Assembly Meeting and distinguish from Delegate Assembly, a body of delegates.

ARTICLE VI. DELEGATE ASSEMBLY MEETINGS, Section 5. Quorum and Voting

The Committee added Delegates to provide clarity in establishing a quorum.

ARTICLE VII. BOARD OF DIRECTORS AND OFFICERS

Section 1. Composition

The Committee added one Credentialed Veterinary Technician to the Board of Directors composition of the Association to ensure representation not only aligned with the profession, but many of the Member Boards.

Section 2. Qualifications

The Committee added in an immediate vacancy if an Affiliate Member no longer meets specific eligibility criteria. The concern was that an Affiliate Member who is no longer an employee of their respective Member Board may have conflicting positions.

Section 6. Terms

g. In the review of the Kentucky Board of Veterinary Examiners proposed Article IX. TRANSPARENCY, Section 1. Board of Directors Composition, the Committee determined adding similar language “The Member Boards shall be timely notified of any changes to the seated Directors of the Board of the Association” to the existing ARTICLE VII, Section 6, which seemed to be more appropriate since the previous sections address the event of vacancy within the Board of Directors.

Section 8. Removal

Delegates cannot assign their vote as a proxy vote to another Member Board Delegate regarding removal of a member of the Board of Directors.

ARTICLE IX. REPRESENTATIVES TO THE INTERNATIONAL COUNCIL FOR VETERINARY ASSESSMENT

Section 3. In the review of the Board of Director’s proposed amendment adding language for a representative to be appointed in the event of a vacancy, the Committee included the proposed amendment language in their comprehensive revision. The Committee recognizes if the Delegate Assembly passes the comprehensive review, the Board of Directors proposed amendment will no longer need to be voted upon as presented to the Member Boards.

ARTICLE X. COMMITTEES

Section 4. Veterinary Technician National Examination (VTNE) Committee.

In the review of the Board of Director’s proposed amendment on the revisions of the VTNE Committee composition, the Bylaws & Resolution Committee included the proposed amendment language in their comprehensive revision. The Committee agreed with the importance of this revision formalizing the exam development process per industry standards and the flexibility in the appointment process of VTNE Committee and subcommittees to be addressed in policy.

Section 6. Conference Committee and Section 10. Regulatory Policy Committee

For consistency, revised Licensed to Credentialed Veterinary Technician as previously noted.

ARTICLE XI. FINANCES

Section 2. Books and Reports

For clarity and transparency, added “including all assets and liabilities held by” the Association to the report from the Treasurer at the Annual Delegate Assembly Meeting.

Section 6. Deposits

Revised language to include “or invested” for clarity and transparency, noting all funds shall be deposited or invested to the credit of the Association.

Section 7. Limitations of Expenditures

Revised language to be consistent and meet legal and statutory requirements in removing language in Article II and broadening to include the Articles of Incorporation, Bylaws, and 501(c)3 status.

ARTICLE XIII. AMENDMENTS

Section 1. Amendment Proposals

For clarity added “and Bylaws and Resolution Committee”, noting proposed Bylaws received at the Association are currently forwarded to the Board of Directors and Committee.

AMERICAN ASSOCIATION OF VETERINARY STATE BOARDS

BYLAWS

ARTICLE I. NAME.

Section 1. Name.

The name of this organization is the American Association of Veterinary State Boards.

Section 2. Location.

The principle offices of the Association shall be located in such place or places as determined from time to time by the Board of Directors.

ARTICLE II. PURPOSE.

~~The objective of this Association is to aid regulatory boards of veterinary medicine in the protection of the public health and welfare by:~~

The purpose of the Association is to provide information, education, programs and services that aid boards of veterinary medicine fulfill their regulatory purpose of regulating the profession in the interest of protection of the health and welfare of the public and animals. Association activities shall be consistent with its Articles of Incorporation, tax status and these bylaws as well as the mission, vision, values and strategic goals and objectives determined from time to time by the Board of Directors.

~~a. — Acting as a clearinghouse for research, collection and dissemination of information and ideas among Member Boards concerning legal regulation of the veterinary profession.~~

~~b. — Encouraging and aiding collaborative efforts among Member Boards to simplify and standardize licensing and certification processes for veterinarians and veterinary technicians.~~

~~c. — Representing the opinions of the Association in those matters related to the provision of veterinary services by interacting with other veterinary organizations; legislative, judicial, regulatory or executive governmental bodies; and with other groups or associations whose areas of interest may coincide with those of the Association.~~

~~d. — Providing assistance to Member Boards in fulfilling statutory, public, and ethical obligations in legal regulation and enforcement.~~

~~e. — Communicating with and advising the International Council for Veterinary Assessment on examination matters of relevance to Member Boards.~~

~~f. — Overseeing collection and dissemination of information regarding disciplinary actions taken by Member Boards.~~

~~g. — Identifying and promoting desirable and reasonable uniformity in practice standards and expected outcomes of veterinary education.~~

~~h. Providing veterinary medical educational programs with statistical information about examinees' performances on the licensing and certification examinations, when requested, within the legal limitations regarding confidentiality of examinees.~~

~~i. Credentialing and overseeing the qualifying process by which foreign-trained veterinarians and veterinary technicians become eligible for licensure, including consultation with parties of interest.~~

~~j. Providing Member Boards with programs that assist them in meeting their responsibilities on licensure, registration, regulation, and enforcement regarding the practice of veterinary medicine and veterinary technology.~~

ARTICLE III. DEFINITIONS.

Section 1. Association.

"Association" shall mean the American Association of Veterinary State Boards (AAVSB).

Section 2. Board.

"Board" shall mean the governmental agency empowered to credential and regulate the practice of veterinary medicine in any of the States and Commonwealths of the United States, its territories, the District of Columbia, and insular possessions of the United States, individual provinces of Canada, and additional comparable entities.

Section 3. Board of Directors.

"Board of Directors" shall mean the Board of Directors of the American Association of Veterinary State Boards. For clarity, the Board of Directors is referred to as the "AAVSB Board of Directors" or the "Board of Directors."

Section 4. Member Board.

"Member Board" shall mean any Board as defined above which is duly accepted into the Association pursuant to these Bylaws. Member Boards shall pay annual Member Board dues as determined by the Board of Directors and approved by the Delegate Assembly.

Section 5. Associate Member.

"Associate Member" shall mean any individual who has previously served on a Member Board and who applies for and receives recognition from the Board of Directors. Associate Members shall pay annual Associate Member dues as determined by the Board of Directors.

Section 6. Affiliate Member.

"Affiliate Member" shall mean the current Executive Director/Executive Officer/Administrator/Registrar or other individual who holds a similar title or position with a Member Board. Each Member Board shall have only one Affiliate Member for the purposes of eligibility to serve on the AAVSB Board of Directors. Upon loss of position or title as Executive

Director/Executive Officer/Administrator/Registrar, the Affiliate Member status shall immediately cease.

Section 7. Delegate.

"Delegate" shall mean a current member or Affiliate Member of a Member Board designated by the Member Board as its Delegate to the AAVSB Delegate Assembly.

Section 8. Alternate Delegate.

"Alternate Delegate" shall mean a current member or Affiliate Member of a Member Board designated by the Member Board as its Alternate Delegate to the AAVSB Delegate Assembly.

Section 9. Delegate Assembly.

"Delegate Assembly" shall mean the governing body that is comprised of delegates of Member Boards.

Section 10. Licensed Veterinarian.

"Licensed Veterinarian" shall mean an individual authorized by a Board to practice veterinary medicine in that jurisdiction.

Section 11. ~~Licensed-Credentialed~~ Veterinary Technician.

~~"Licensed-Credentialed Veterinary Technician"~~ shall mean an individual authorized by a Board to practice as a veterinary technician in that jurisdiction.

Section 12. Public Member.

"Public Member" shall mean a current member of a Board who is not, nor has ever been, a Licensed Veterinarian or ~~Licensed-Credentialed~~ Veterinary Technician.

ARTICLE IV. MEMBERSHIP.

Section 1. Application.

Upon receipt of a written indication of interest in membership by a Board, the Chief Executive Officer will respond within 30 days with an application for membership.

Section 2. Admittance.

A Board, which qualifies for membership, may be admitted into the Association as a Member Board by the Board of Directors, after seeking comment and opinion from Member Boards.

Section 3. Rights and Privileges.

A Member Board that is current on its payment of membership dues and other applicable fees shall have all rights of membership, including the right to vote on all matters duly brought before the membership.

Section 4. Termination of Membership.

- a. Membership may be terminated at an Annual Delegate Assembly Meeting when so ordered by an affirmative vote of a two-thirds majority of all Member Boards, that is as if the established quorum included all Member Boards. Written notice that termination is to be considered and the cause for the action shall be sent by the Secretary of the Association to all Delegates and to the Member Boards not less than 90 days prior to the meeting. The Member Board in question shall have opportunity to be heard, with representation by counsel, before a vote is taken.
- b. Upon termination, all rights of the Member Board as provided in these Bylaws shall cease.

Section 5. Reinstatement.

Reinstatement may be granted by the Board of Directors upon appropriate reapplication and compliance with all conditions set forth by the Board of Directors.

ARTICLE V. DELEGATE ASSEMBLY.

Section 1. Delegates.

The Delegate for each Member Board shall be seated by the Secretary under policies established by the Board of Directors, including the necessity to require an appropriate credential from the Member Board.

Section 2. Alternate Delegates.

Each Member Board shall have the right to designate an Alternate Delegate to act on its behalf in the event of the absence of the Delegate and under policies established by the Board of Directors.

Section 3. Delegate Assembly Authority.

The Delegate Assembly may take such action, not in conflict with the Association Articles of Incorporation or these Bylaws, as it deems necessary, expedient or desirable to fulfill and implement the Association's stated purposes. The Delegate Assembly shall provide direction for

the Association by Member Board participation, through the election of representatives, and through the resolution process.

ARTICLE VI. DELEGATE ASSEMBLY MEETINGS.

Section 1. Annual Delegate Assembly Meeting.

The Annual -Delegate Assembly Meeting shall be held yearly at a time and place to be determined by the Board of Directors. All continuing education provided during the Annual Delegate Assembly Meetings shall comply with the current AAVSB RACE Standards.

Section 2. Educational Meeting.

In addition to its Annual Delegate Assembly Meeting, the Association may hold an Educational Meeting at a time and place to be determined by the Board of Directors. No Association business shall be conducted at the Educational Meeting, unless the Board of Directors notifies Delegates, Alternate Delegates, and all Member Boards of the necessity to conduct business in accordance with the required time lines for notice of the meeting.

Section 3. Special Meeting.

Special Meetings of the Delegate Assembly may be called by the President at any time with the approval of a majority of the Board of Directors. The President must call a Special Meeting if and when the Secretary receives written request thereof from at least one-half of the Member Boards of the Association.

Section 4. Notice and Agenda.

The Secretary of the Association shall send notice and a proposed agenda for all Annual Delegate Assemblies Meetings, Educational Meetings, and Special Meetings to all Member Boards at least 60 days prior to the meeting date. The agenda for the Annual Delegate Assembly Meeting shall be presented to the Delegate Assembly at the commencement of the meeting, and, with the exception of the elections, may be revised by an affirmative vote of a majority of Member Boards present.

Section 5. Quorum and Voting.

In order to conduct business at any meeting of the Delegate Assembly, a quorum must be established consisting of the presence and seating of Delegates from at least a majority of all Member Boards. Assuming the presence and seating of Delegates from a majority of Member Boards as referenced above, the total number of Member Boards Delegates in attendance shall constitute the quorum. Unless otherwise required by applicable law, AAVSB Articles of

Incorporation, these Bylaws, or Robert's Rules of Order, all matters brought to a vote shall require an affirmative vote of a majority of the quorum for adoption. In the absence of representation of a majority, those Member Boards in attendance shall have the authority to adjourn the meeting by a majority vote.

Section 6. Participation.

A Member Board is entitled to be represented by a single vote on each issue put to a vote before the Delegate Assembly. Member Boards shall vest the right to vote in their Delegates and Alternate Delegates. Voting by proxy is prohibited. Delegates, Alternate Delegates, all members and employees of Member Boards, Associate Members, Affiliate Members, and all members of Association committees shall have the privilege of the floor at all Delegate Assembly meetings. Only seated Delegates and seated Alternate Delegates are eligible to make and second motions and to vote on matters put forth to the Delegate Assembly.

Section 7. Parliamentary Authority.

The rules contained in the most current edition of Robert's Rules of Order Newly Revised shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the Association may adopt.

Section 8. Records.

The Association shall keep accurate and complete minutes of all business meetings of the Delegate Assembly, and shall make these minutes available to any Member Board for any proper purposes at any reasonable time.

ARTICLE VII. BOARD OF DIRECTORS AND OFFICERS.

Section 1. Composition.

There shall be ten (10) members of the Board of Directors including four (4) Officers and six (6) Directors at Large.

The Officers shall be identified as President, President-Elect, Immediate Past President and Treasurer. The Officers and Directors at Large are collectively referred to as the Board of Directors. The Officers may, at times be collectively referred to as the Executive Committee. Notwithstanding any other provisions of these Bylaws, the Board of Directors shall be comprised of at least six Licensed Veterinarians, one Credentialed Veterinary Technician, and one Affiliate Member. The Chief Executive Officer shall serve as Secretary and as an ex-officio non-voting member of the Board of Directors and shall not be considered an Officer as identified above.

Section 2. Qualifications.

a. Officers

To be eligible to serve as an Officer, a candidate shall when nominated and elected be currently serving on the Board of Directors, or be a member of a Member Board, or be an Affiliate Member.

b. Directors at Large

To be eligible to serve as a Director at Large, a candidate shall when nominated and elected be currently serving on the Board of Directors or be a member of a Member Board or have served as a member of a Member Board as of June 1st of the year preceding the election year, or be an Affiliate Member.

With the exception of the Affiliate Member on the Board of Directors, if a Director ceases to meet the eligibility criteria stated above, such Board of Director member shall, after completion of the current term, be eligible to serve one additional term on the Board of Directors.

The Affiliate Member of the Board of Directors must meet the eligibility criteria upon nomination, election or appointment, and throughout the entire term. The intent of this requirement is to create an immediate vacancy on the Board of Directors when an Affiliate Member no longer meets Affiliate Member status.

Section 3. Elections.

The Board of Directors shall be elected at the Annual Delegate Assembly Meeting of the Association by the Delegates, either from nominations submitted by the Nominating Committee, or by nominations from the floor. Each Director shall assume office at the close of the Annual Delegate Assembly Meeting at which the member is elected and shall serve as specified in these Bylaws or until a successor is elected.

Section 4. Authority.

The Board of Directors shall manage the affairs of the Association, including the establishment of an annual budget for the Association and the transaction of all business for and on behalf of the Association as authorized under these Bylaws. The Board of Directors shall carry out the resolutions, actions, or policies as authorized by the Delegates, subject to the provisions of the Association Articles of Incorporation and Bylaws.

There may be a Chief Executive Officer employed by the Association who shall be hired by the Board of Directors and who shall work under such terms, conditions and standards as the Board of Directors shall, from time to time, establish. The Chief Executive Officer shall act as the administrative officer for the Association and shall be reviewed periodically by the Board of Directors. The Chief Executive Officer shall report to and be accountable to the Board of Directors.

Section 5. Duties of Officers.

The duties of the Officers of the Association shall be those which usually pertain to such offices.

Section 6. Terms.

For purposes of these Bylaws, the offices of Immediate Past President, President, and President-Elect shall be considered one (1) term. The terms of the Board of Directors shall be as follows:

- a. Immediate Past President. The Immediate Past President shall serve a one (1) year term automatically following the term as President. The Immediate Past President shall only vote on matters before the Board of Directors to break a tie.
- b. President. The President shall serve a one (1) year term automatically following the term as President-Elect. In the event of a vacancy, the President-Elect shall succeed to the Presidency to fill the unexpired term and may, thereafter, complete the President's term.
- c. President-Elect. A President-Elect shall be elected at the Annual Delegate Assembly Meeting to serve a one (1) year term and shall automatically succeed to the office of President and, thereafter, the office of Immediate Past President. Thus, the President-Elect office is a three (3) year commitment, one year as President-Elect, one year as President, and one year as Immediate Past President and is limited to one elected term. In the event of a vacancy, the President in consultation with the Board of Directors may appoint the office of President-Elect. In any event and under these circumstances, at the next Annual Delegate Assembly Meeting, there shall be an election for both President and President-Elect.
- d. Treasurer. A Treasurer shall be elected at the Annual Delegate Assembly Meeting to serve a term of two (2) years. In the event of a vacancy, the Treasurer position shall be appointed by the President in consultation with the Board of Directors until the next Annual Delegate Assembly Meeting at which time an election shall be held. The Treasurer shall serve no more than two (2) consecutive terms.
- e. Directors at Large. Directors at Large shall be elected at the Annual Delegate Assembly Meeting to serve two (2) year terms. In the event of a vacancy, the President in consultation with the Board of Directors shall appoint the Director at Large position until the next Annual Delegate Assembly Meeting at which time an election shall be held to fill the unexpired term. Directors at Large shall serve no more than two (2) consecutive terms.
- f. No member of the Board of Directors shall hold more than one seat on the Board of Directors at any time. Any person appointed or elected to fill an unexpired term of less than one (1) year for Treasurer or Director at Large may be eligible for election to the same position for two additional consecutive terms after completion of the unexpired term. If the unexpired term is more than one (1) year, the person may be eligible for one additional consecutive term.

f.g. The Member Boards shall be timely notified of any changes to the seated Directors of the Board of the Association.

Section 7. Compensation.

Directors shall not receive compensation for services rendered, but shall be reimbursed for reasonable expenses incurred while carrying out their responsibilities.

Section 8. Removal.

A member of the Board of Directors may be removed from office prior to the end of that member's term when, in the judgment of the Board of Directors or Delegate Assembly, the best interest of the Association would be served. Removal shall require an affirmative vote of two-thirds of the Board of Directors, or two-thirds of the total number of eligible voting Delegates, and shall be determined as if all Directors or eligible voting Delegates were present. No proxy voting shall be permitted.

ARTICLE VIII. BOARD OF DIRECTORS MEETINGS.

Section 1. Regular Meetings.

The Board of Directors shall hold meetings from time to time as deemed necessary to carry out its responsibilities to the Member Boards. At a minimum, the Board of Directors shall meet in conjunction with, and at the same place as the Delegate Assembly convenes for its Annual Delegate Assembly Meeting.

Section 2. Special Meetings.

The President may convene special meetings of the Board of Directors. The President shall convene special meetings within thirty (30) days of receiving a written request for such meeting from any three (3) members of the Board of Directors.

Section 3. Notice and Agenda.

Notice of the time, day, and place for any regular meeting of the Board of Directors shall be given at least thirty (30) days prior to the meeting. Notice and tentative agenda for special meetings shall be given as soon as practicable. Directors shall be notified either by first class mail, overnight delivery service, facsimile, electronic mail, or hand delivery.

Section 4. Participation.

Unless prohibited by law, the Board of Directors may meet in any regular or special meeting conducted through the use of any means of communication by which all persons participating in the meeting can simultaneously communicate with each other during the meeting. Participation by such means shall constitute presence in person at a meeting.

Section 5. Quorum.

In order to conduct business at any meeting of the Board of Directors, at least a majority of voting members of the Board of Directors must be in attendance. In the absence of a majority, those Directors present shall have the authority to adjourn the meeting by majority vote.

Section 6. Voting.

Members of the Board of Directors shall be the only individuals entitled to propose, debate, vote, and otherwise participate in the decisions and motions at Board of Directors meetings. The act of a majority of Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors, unless an act of greater number is required by law, the Association Articles of Incorporation, or these Bylaws.

Section 7. Executive Session.

The Board of Directors may meet in executive session only for discussion and resolution of personnel matters, legal matters, matters related to Member Board membership in the Association, and matters related directly to the security of the examination programs relevant to Association business.

Section 8. Records.

The Board of Directors shall keep accurate and complete minutes of all meetings, and shall make these minutes available to any Member Board for any proper purposes at any reasonable time.

Section 9. Conflict of Interest.

“Conflict of interest,” as referred to herein, shall include, but not be limited to, any transaction by or with the Association in which a Board of Directors member has a direct or indirect personal interest, or any matter in which a Board of Directors member is unable to exercise impartial judgment or otherwise act in the best interest of the Association.

Any Board of Directors member who believes he or she may have such a conflict of interest shall so notify the Board of Directors prior to deliberation on the matter in question and the Board of Directors shall make the final determination as to whether the Board of Directors member has a conflict of interest in any matter. No member of the Board of Directors shall cast a vote, nor take part in the final deliberation in any matter in which the Board of Directors determines to be a conflict of interest. The minutes of the Board of Directors meeting shall reflect disclosure of any conflict of interest and the recusal of the interested Board of Directors member.

ARTICLE IX. REPRESENTATIVES TO THE INTERNATIONAL COUNCIL FOR VETERINARY ASSESSMENT.

Section 1. Representatives.

There shall be a minimum of four (4) AAVSB Representatives to the International Council for Veterinary Assessment (ICVA) elected at the AAVSB Annual Meeting of the Delegate Assembly either from nominations submitted by the Nominating Committee or nominations from the floor. Upon election by the AAVSB Delegates, AAVSB Representatives to the ICVA shall assume their

responsibilities at the first ICVA Board of Directors meeting following the expiration of the term of the ICVA Representative whom they are replacing.

Section 2. Duties.

The Representatives shall attend all meetings of the International Council for Veterinary Assessment and shall report to the Board of Directors following each International Council for Veterinary Assessment subcommittee meeting. The Representatives shall present the consensus opinions of the Association at such meetings and shall not vote in conflict with these Bylaws.

Section 3. Election.

Delegates at the Annual Delegate Assembly Meeting shall elect the Representatives at the Annual Delegate Assembly Meeting of the Association either from nominations submitted by the Nominating Committee or by nomination from the floor. Each Representative shall assume his or her responsibilities at the close of the Annual Delegate Assembly Meeting at which elected and shall serve as specified in these Bylaws or until a successor is elected and qualified. In the event of a vacancy, the AAVSB Representative to the ICVA position shall be appointed by the President in consultation with the Board of Directors until the next Annual Delegate Assembly Meeting at which time an election shall be held.

Section 4. Qualifications.

- a. Three Representatives must, when nominated and elected, be Licensed Veterinarians currently practicing in public or private practice and be either (i) a member of a Member Board, or (ii) have been a member of the AAVSB Board of Directors within the previous year, or (iii) have been a member of the ICVA within the previous year, or (iv) a current Associate Member.
- b. One Representative must, when nominated and elected, be a Public Member and be either (i) a member of a Member Board, or (ii) have been a member of the AAVSB Board of Directors within the previous year, or (iii) have been a member of the ICVA within the previous year, or (iv) a current Associate Member.

Section 5. Terms.

- a. The term of office shall be for a period of three (3) years.
- b. No Representative may serve more than three (3) consecutive terms.

ARTICLE X. COMMITTEES.

Section 1. Nominating Committee.

The Nominating Committee shall review the qualifications of the applicants, verify sponsors and references on all applications submitted, and shall submit to the Member Boards at least sixty (60) days before the Annual Delegate Assembly Meeting, a slate containing candidates for each position on the Board of Directors, the Nominating Committee and the International Council for Veterinary Assessment to be filled. The slate shall contain the names of all candidates

who have been found to be eligible and their applications verified as accurate by the Nominating Committee. In determining the slate of candidates for the Board of Directors, the Nominating Committee shall make every effort to ensure at least a majority of Members at Large are currently members of Member Boards.

There shall be three (3) members on the Nominating Committee.

Two (2) members shall be elected at the Annual Delegate Assembly Meeting of the Association by a plurality of votes, either from nominations submitted by the Nominating Committee or by nominations from the floor. The President shall appoint a third member of the Committee with approval from the Board of Directors.

The term of the elected members is two (2) years. The term of the appointed member is one (1) year. Nominating Committee members may not serve consecutive terms, but are eligible for reelection consistent with this Article X, Section 1. In the event of a vacancy, the President in consultation with the Board of Directors shall appoint the Nominating Committee member until the next Annual Delegate Assembly Meeting at which time an election shall be held to fulfill the unexpired term.

The Nominating Committee shall annually elect its chairperson. The Chair can be reelected as their term allows.

A candidate for the Nominating Committee shall when nominated and elected be a member of a Member Board or be an Affiliate Member or be a current Associate Member or is the chairperson of an Association committee. The members of the Nominating Committee shall have attended at least one (1) Annual Delegate Assembly ~~m~~Meeting prior to nomination or appointment. Persons serving on the Nominating Committee shall be ineligible to be on the slate or elected to any position within the Association within their Committee term.u

Section 2. Registry of Approved Continuing Education (RACE) Committee.

The Registry of Approved Continuing Education (RACE) Committee shall oversee the development and implementation of the RACE program, which is intended to evaluate and approve providers and programs of continuing education in veterinary medicine.

There shall be at least five (5) members of the RACE Committee.

The President shall appoint with the approval of the Board of Directors the members of the RACE Committee taking into consideration the need for diverse representation, expertise and continuity.

The RACE Committee members shall serve a three (3) year term and can be reappointed to an additional three (3) year term.

The RACE Committee shall annually elect its chairperson. The Chair can be reelected as their term allows.

Section 3. Program for the Assessment of Veterinary Education Equivalence (PAVE) Committee.

The Program for the Assessment of Veterinary Education Equivalence (PAVE) Committee shall oversee the development and implementation of the PAVE program, which is intended to assess the educational equivalence of graduates of veterinary schools located outside the United States and not otherwise accredited by an accrediting organization.

There shall be at least seven (7) members on the PAVE Committee.

The President shall appoint with the approval from the Board of Directors the members of the PAVE Committee taking into consideration the need for diverse representation, expertise and continuity.

The PAVE Committee members shall serve a three (3) year term and can be reappointed for an additional three (3) year term.

The PAVE Committee shall annually elect its chairperson. The Chair can be reelected as their term allows.

The composition of the PAVE Committee shall be as follows:

- Four (4) members who are current members of Member Boards, Affiliate Members of AAVSB, or Associate Members,
- One (1) member recommended by the Association of American Veterinary Medical Colleges (AAVMC),
- One (1) member recommended by the American Association of Veterinary Clinicians (AAVC), and
- One (1) at large member.

Section 4. Veterinary Technician National Examination (VTNE) Committee.

~~The Veterinary Technician National Examination (VTNE) Committee shall be responsible for the development and administration of the Veterinary Technician National Examination (VTNE) and other related tasks as assigned by the Board of Directors.~~

~~There shall be at least twelve (12) members on the VTNE Committee.~~

~~The President shall appoint with the approval from the Board of Directors the members of the VTNE Committee taking into consideration the need for diverse representation, expertise and continuity.~~

~~The VTNE Committee members shall serve a three (3) year term and can be reappointed to an additional three (3) year term.~~

~~The VTNE Committee shall annually elect its chairperson. The Chair can be reelected as their term allows.~~

~~The composition of the VTNE Committee shall be as follows:~~

~~Two (2) members recommended by the Association of Veterinary Technician Educators (AVTE),
Two (2) members recommended by the National Association for Veterinary Technicians in America (NAVTA),~~

~~Two (2) members recommended by the Registered Veterinary Technologists and Technicians of Canada (RVTTC),~~

~~Two (2) members recommended by the AVMA's Committee on Veterinary Technician Education and Activities (CVTEA),~~

~~One (1) member recommended by the Canadian Veterinary Medical Association (CVMA) Animal Health Technology/Veterinary Technician Program Accreditation Committee (AHTVTPAC), and~~

~~_____ Three (3) members at large.~~

~~_____ In order to provide diversity and expertise, the members of the VTNE Committee need not be members of Member Boards or Affiliate Members of AAVSB.~~

The Veterinary Technician National Examination (VTNE) Committee shall be responsible for the oversight of the Veterinary Technician National Examination (VTNE), following industry standards related to validity, defensibility, reliability, and fairness of the VTNE program. In addition, the VTNE Committee shall be responsible for other related tasks as assigned by the Board of Directors. There shall be at least five (5) members of the VTNE Committee.

The President, with input and approval of the Board of Directors shall determine the composition and tenure of the VTNE Committee members. To comply with industry standards and utilize persons with relevant subject matter expertise, all efforts shall be made in the appointment process to include subject matter experts from the profession, regulatory boards, and academic community. At the discretion of the President, with input and approval from the Board of Directors, other relevant persons are eligible for appointments as needed to provide subject matter expertise and compliance with industry standards. To provide diversity and expertise, the members of the VTNE Committee need not be members of Member Boards or Affiliate Members of AAVSB.

The VTNE Committee members shall serve a three (3) year term and can be reappointed to an additional three (3) year term.

The VTNE Committee shall annually elect its chairperson. The chair can be re-elected as their term allows.

Section 5. Bylaws and Resolution Committee.

The Bylaws and Resolution Committee shall propose amendments to the Bylaws when it determines that such amendment is necessary, and shall receive and consider proposed amendments to the Bylaws submitted in accordance with these Bylaws. The Committee shall receive and consider all resolutions submitted in accordance with Association policies.

There shall be at least five (5) members on the Bylaws and Resolution Committee.

The President shall appoint with approval from the Board of Directors the members of the Bylaws and Resolution Committee.

The Bylaws and Resolution Committee members shall serve a three (3) year term and can be reappointed to an additional three (3) year term.

The Bylaws and Resolution Committee shall annually elect its chairperson. The chair can be re-elected as their term allows.

Section 6. Conference Committee.

With the assistance of Association staff, the Conference Committee shall make site recommendations within the budget established by the Board of Directors, provide input regarding topics, speakers, and the overall program, assist with communications to potential registrants, serve as host of the meeting and special events, develop the conference evaluation and report findings to the Board of Directors.

There shall be at least eight (8) members of the Conference Committee.

The President with approval from the Board of Directors shall appoint the members of the Conference Committee.

Members of the Committee shall serve for a two (2) year term and can be reappointed for an additional two (2) year term.

The Conference Committee shall annually elect its chairperson. The Chair can be reelected as their term allows.

The composition of the Conference Committee shall be as follows:

- Two (2) Licensed Veterinarians from Member Boards,
- Two (2) ~~Licensed-Credentialed~~ Veterinary Technicians or Public Member from Member Boards,
- Two (2) Affiliate Members, and
- Two (2) at large members.

Section 7. Finance Committee.

The Finance Committee shall advise the Board of Directors on issues related to the use of the Association's assets to assure prudence and integrity of fiscal management and responsiveness to Member Boards' needs. The Finance Committee shall recommend financial policies which provide guidelines for fiscal management, and shall review and revise financial forecast assumptions.

There shall be six (6) members on the Finance Committee.

The President-Elect and Treasurer shall be members of the Committee, with the Treasurer as chairperson. The President, upon approval from the Board of Directors, shall appoint the four (4) remaining members of the Finance Committee.

Members of the Finance Committee shall serve one (1) four (4) year term with no right of reappointment.

Section 8. Affiliate Members Advisory Committee.

The Affiliate Members Advisory Committee shall provide board operational perspective to assist AAVSB staff and leadership, provide input for AAVSB programming that would benefit Member Board Affiliate Members and staff, and serve as a think tank for existing and proposed programs that the AAVSB could improve or develop to assist all Member Boards to be more efficient and effective.

There shall be at least six (6) members on the Affiliate Members Advisory Committee.

One (1) member must be the Board of Directors' Affiliate Member. The remaining members shall be executive directors of Member Boards and be appointed by the President with the approval from the Board of Directors taking into consideration the need for diverse representation, expertise and continuity.

The Affiliate Members Advisory Committee members shall serve a three (3) year term and can be reappointed to an additional three (3) year term.

The Affiliate Members Advisory Committee shall annually elect its chairperson. The Chair can be reelected as their term allows.

Section 9. Leadership Development Committee.

The Leadership Development Committee shall be responsible for developing Member Board engagement opportunities with the AAVSB, encouraging support of the AAVSB programs and services, and recruiting volunteers to the committees, task forces, and nominees to elected positions, including the Board of Directors.

There shall be at least 5 members of the Leadership Development Committee.

The President with approval from the Board of Directors shall appoint the members of the Leadership Development Committee. The President shall use their best efforts to appoint individuals with a variety of experience and diverse backgrounds.

Members of the Leadership Development Committee shall serve for a two (2) year term and can be reappointed for an additional two (2) year term.

The Leadership Development Committee shall annually elect its chairperson. The Chair can be reelected as their term allows.

Section 10. Regulatory Policy Committee.

The Regulatory Policy Committee shall be responsible for assessing contemporary practice modalities and reviewing and suggesting updates to AAVSB policy documents, including the Practice Act Model.

There shall be at least eight (8) members of the Regulatory Policy Committee.

The President with approval from the Board of Directors shall appoint the members of the Regulatory Policy Committee.

Members of the Regulatory Policy Committee shall serve for a three (3) year term and can be reappointed for an additional three (3) year term.

The Regulatory Policy Committee shall annually elect its chairperson. The Chair can be reelected as their term allows.

The composition of the Regulatory Policy Committee shall be as follows:

- Two (2) Licensed Veterinarians from Member Boards,
- One (1) ~~Licensed~~Credentialed Veterinary Technician from Member Boards,
- Two (2) Affiliate Members, and
- Three (3) at large members.

Section 11. Ad-hoc Committees.

Ad-hoc committees may be established and appointed by the President as needed, with approval from the Board of Directors.

Section 12. Committee Responsibilities to the Board of Directors.

All AAVSB committees, whether referenced in these Bylaws or appointed on an ad-hoc basis shall report to and be responsive to the Board of Directors. With the exception of the Nominating Committee, Finance Committee, and the Affiliate Member Advisory Committee, the President shall appoint a non-voting liaison from the Board of Directors to each committee.

Section 13. Committee Meetings.

All AAVSB committees whether referenced in these Bylaws or appointed on an ad-hoc basis may meet in-person or by designated electronic means.

ARTICLE XI. FINANCES.

Section 1. Fiscal Year.

The fiscal year of the Association shall be the calendar year.

Section 2. Books and Reports.

The Association shall keep accurate and complete books and records of accounting, available for inspection by any Member Board at the principal office of the Association for any proper purposes at any reasonable time. The Treasurer shall report on the financial condition including all assets and liabilities held by the Association at the Annual Delegate Assembly Meeting.

Section 3. Audit.

For each fiscal year, the Board of Directors shall appoint a licensed independent public accountant(s) to provide audited financial statements of the Association. Upon request, the Chief Executive Officer shall distribute to each Member Board a copy of the financial statements of the Association and the report of the auditor or auditors for each fiscal year.

Section 4. Contracts.

The Board of Directors may authorize any officer or officers or the Chief Executive Officer to enter into any contract or execute and deliver any instrument in the name of or on behalf of the Association.

Section 5. Checks, Drafts, or Orders.

All checks, drafts, or orders for the payment of money, notes, or other evidences of indebtedness in the name of the Association shall be signed by such officer or officers, agent or agents of the Association and in such manner as shall from time to time be authorized by the Board of Directors.

Section 6. Deposits.

All funds of the Association shall be deposited or invested from time to time to the credit of the Association in such bank, trust company, or other depository as the Board of Directors may select.

Section 7. Limitations of Expenditures.

The Association is limited to expending its funds consistent with its Articles of Incorporation, these Bylaws, and 501(c)3 tax status. ~~for only those purposes which are recited in Article II of the Bylaws of this Association~~

Section 8. Insurance.

At the discretion of the Board of Directors, the Association shall carry appropriate insurance.

Section 9. Revenue.

The Board of Directors shall submit to the Delegate Assembly for approval all proposals for revenue that would affect any monetary obligation of the Member Boards.

ARTICLE XII. INDEMNIFICATION AND QUALIFICATION.

Section 1. Indemnification.

Subject to the limitations of this Article, the Association shall indemnify any person who was or is a party to or is threatened to be made a party to any threatened, pending or contemplated action, suit or proceeding, whether civil, criminal, administrative or investigative (other than an action by or in the right of the Association) by reason of the fact that such person is or was a committee member, including the Board of Directors, or Officer of the Association, against expenses, including attorneys' fees, judgments, fines, and amounts paid in settlement actually and reasonably incurred in connection with such action, suit or proceeding only if such person acted in good faith and in a manner reasonably believed to be in or not opposed to the best interest of the Association and, with respect to any criminal action or proceeding, had no reasonable cause to believe such conduct was unlawful. The termination of any action, suit or proceeding by judgment or settlement, condition or upon a plea of Nolo Contendere or its equivalent shall not, in and of itself, create a presumption that such person did not act in good faith and in a manner reasonably believed to be in or not opposed to the best interests of the Association and, with respect to any criminal action or proceeding, had reasonable cause to believe that such conduct was unlawful.

Section 2. Qualification.

Any indemnification under this Article shall be made by the Association only as authorized in the specific case upon a determination that indemnification is proper in the circumstances because such person has met the applicable standard of conduct set forth in this Article. Such determination shall be made by the Board of Directors consisting of members who are not parties to such action, suit or proceeding or, if such quorum is not attainable, a quorum of disinterested members.

ARTICLE XIII. AMENDMENTS.

Section 1. Amendment Proposals.

These Bylaws may be amended at any Annual Delegate Assembly Meeting. Any Member Board, any committee established in these Bylaws, or the Board of Directors may propose Bylaws amendments. With the exception of the Board of Directors, proposed amendments to the Bylaws shall be in writing and received at the Association office not less than two hundred and ten (210) days prior to the Annual Delegate Assembly Meeting. Such amendments shall be forwarded to the Board of Directors and Bylaws and Resolution Committee within seven days after receipt in the Association office. Proposed amendments from the Board of Directors shall be in writing and received at the Association office not less than one hundred and fifty (150) days prior to the Annual Delegate Assembly Meeting. The Chief Executive Officer shall forward proposed amendments to all Member Boards not less than one hundred and twenty (120) days prior to the date of the Annual Delegate Assembly Meeting.

Section 2. Ratification.

Proposed amendments received in accordance with this Article shall be presented at the Annual Delegate Assembly Meeting and must receive an affirmative vote of two-thirds of the Delegates present and eligible to vote in order to be adopted.

The foregoing are the Bylaws of the American Association of Veterinary State Boards as amended in Louisville, Kentucky, 1996; Nashville, Tennessee, 2002; Kansas City, Missouri, 2005; Minneapolis, Minnesota, 2009; New Orleans, Louisiana, 2011; Seattle, Washington, 2012; St. Petersburg, Florida, 2014; Milwaukee, Wisconsin, 2015; Scottsdale, Arizona, 2016; San Antonio, Texas, 2017; Washington, D.C. 2018; St. Louis, Missouri 2019; Denver, Colorado 2021; Charlotte, North Carolina 2022; Kansas City, Missouri 2023; San Diego, California 2024.



MEMORANDUM

To: AAVSB Member Board Members and Affiliate Members

From: AAVSB Bylaws and Resolution Committee

Date: May 14, 2026

Subject: Proposed Bylaws Amendment 2 for 2026

Each proposed Amendment includes the location in Bylaws, Proposer, Bylaws & Resolution Committee comments, Board of Directors' comments, Recommendation by Bylaws & Resolution Committee and Board of Directors, and operational, financial, and legal impact of proposed revisions, the letter or memo from the Proposer and the proposed changes are indicated in red on the enclosed Bylaws amendment.

PROPOSED AMENDMENT 2	
Location in Bylaws:	ARTICLE IX. REPRESENTATIVES TO THE INTERNATIONAL COUNCIL FOR VETERINARY ASSESSMENT, Section 3. Elections <i><u>Proposed revisions and letter are included in the attached document.</u></i>
Proposed by:	AAVSB Board of Directors
Bylaws & Resolutions Committee comments:	The Committee supports this amendment as it provides for the continued AAVSB representation on the ICVA in the event of a vacancy. This appointment process was incorporated in the Bylaws Committee comprehensive package and will either be addressed as part of the Committee package or addressed as part of the BOD proposals.
Board of Directors' comments:	See Board of Directors' Memo
Recommendation(s):	The Bylaws and Resolution Committee supports the proposed amendment.

Operational Impact:	None.
Financial Impact:	None.
Legal Impact:	Ensures continued AAVSB representation to the ICVA. Under current bylaws if a representative has to resign, the term would remain vacant until the next Delegate Assembly meeting. This revision is consistent with other vacancies throughout the Bylaws and aligns with ICVA's Bylaws.



MEMORANDUM

To: AAVSB Bylaws and Resolution Committee
From: AAVSB Board of Directors
Date: December 9, 2025
Subject: Proposed Bylaws Amendment - Article IX. Representatives to the ICVA, Section 3. Elections

The AAVSB Board of Directors is submitting this proposed Bylaws Amendment of Article IX. Representatives to the International Council for Veterinary Assessment, Section 3. Elections.

Board of Directors Comments: Adding appointment process if a position is vacant. In recent years, there have been no nominations and if not for a floor nomination, a key representative position could have been vacant for one or more years depending on elections. Most recently, an AAVSB Representative to the ICVA resigned from their position due to unforeseen personal circumstances, and there was not an opportunity to fill that vacancy until the elections at the Annual Meeting.

ARTICLE IX. REPRESENTATIVES TO THE INTERNATIONAL COUNCIL FOR VETERINARY ASSESSMENT.

Section 1. Representatives.

There shall be a minimum of four (4) AAVSB Representatives to the International Council for Veterinary Assessment (ICVA) elected at the AAVSB Annual Meeting of the Delegate Assembly either from nominations submitted by the Nominating Committee or nominations from

the floor. Upon election by the AAVSB Delegates, AAVSB Representatives to the ICVA shall assume their responsibilities at the first ICVA Board of Directors meeting following the expiration of the term of the ICVA Representative whom they are replacing.

Section 2. Duties.

The Representatives shall attend all meetings of the International Council for Veterinary Assessment and shall report to the Board of Directors following each International Council for Veterinary Assessment subcommittee meeting. The Representatives shall present the consensus opinions of the Association at such meetings and shall not vote in conflict with these Bylaws.

Section 3. Election.

Delegates at the Annual Delegate Assembly shall elect the Representatives at the Annual Delegate Assembly of the Association either from nominations submitted by the Nominating Committee or by nomination from the floor. Each Representative shall assume his or her responsibilities at the close of the Annual Delegate Assembly at which elected and shall serve as specified in these Bylaws or until a successor is elected and qualified. **In the event of a vacancy, the AAVSB Representative to the ICVA position shall be appointed by the President in consultation with the Board of Directors until the next Annual Delegate Assembly Meeting at which time an election shall be held.**

Section 4. Qualifications.

- a. Three Representatives must, when nominated and elected, be Licensed Veterinarians currently practicing in public or private practice and be either (i) a member of a Member Board, or (ii) have been a member of the AAVSB Board of Directors within the previous year, or (iii) have been a member of the ICVA within the previous year, or (iv) a current Associate Member.
- b. One Representative must, when nominated and elected, be a Public Member and be either (i) a member of a Member Board, or (ii) have been a member of the AAVSB Board of Directors within the previous year, or (iii) have been a member of the ICVA within the previous year, or (iv) a current Associate Member.

Section 5. Terms.

- a. The term of office shall be for a period of three (3) years.
- b. No Representative may serve more than three (3) consecutive terms.



MEMORANDUM

To: AAVSB Member Board Members and Affiliate Members

From: AAVSB Bylaws and Resolution Committee

Date: May 14, 2026

Subject: Proposed Bylaws Amendment 3 for 2026

Each proposed Amendment includes the location in Bylaws, Proposer, Bylaws & Resolution Committee comments, Board of Directors' comments, Recommendation by Bylaws & Resolution Committee and Board of Directors, and operational, financial, and legal impact of proposed revisions, the letter or memo from the Proposer and the proposed changes are indicated in red on the enclosed Bylaws amendment.

PROPOSED AMENDMENT 3	
Location in Bylaws:	ARTICLE X. COMMITTEES, Section 4. Veterinary Technician National Examination (VTNE) Committee <i><u>Proposed revisions and memo are included in the attached document.</u></i>
Proposed by:	AAVSB Board of Directors
Bylaws & Resolutions Committee comments:	In consultation with the Board of Directors' liaisons and legal counsel, the Committee accepts the advice that providing flexibility to the appointment process of the VTNE is necessary for both legal and practical purposes. These proposed amendments enhance the ability of the AAVSB to populate the VTNE Committee with the necessary and diverse subject matter experts to enhance the development process and strengthen the legal defensibility of the program. Further, this composition places within the authority of the AAVSB President in consultation with the Board of Directors to populate the VTNE Committee with persons necessary to meet the needs of the program as addressed in policy. This composition revision was incorporated in the Bylaws Committee comprehensive package and will either be addressed

	as part of the Committee package or addressed as part of the Board of Directors' proposals.
<i>Board of Directors' comments:</i>	See Board of Directors' Memo
<i>Recommendation(s):</i>	The Bylaws and Resolution Committee supports the proposed amendment.
<i>Operational Impact :</i>	Ensures committee structure formally aligned with current credentialing standards in policies approved by the Board of Directors. Flexibility to identify appropriate Subject Matter Experts and psychometric expertise throughout the exam lifecycle. Consistently gives us greater diversity in skills and experiences as intersectionality of those can be considered in the makeup of the Committee. Diversifies duties between volunteer groups leading to greater validity, fairness, reliability, and defensibility.
<i>Financial Impact :</i>	Committee resources and composition can be adjusted faster for evolving subject matter expertise and financial needs. Additional volunteers on subcommittees would have a financial impact for any additional in-person meetings, however, much of the work will continue to be virtual.
<i>Legal Impact:</i>	Ensures greater validity, fairness, reliability, and defensibility through updated subcommittee structure aligned with current credentialing standards.



MEMORANDUM

To: AAVSB Bylaws and Resolution Committee
From: AAVSB Board of Directors
Date: March 18, 2026
Subject: Proposed Bylaws Amendment – Article X. COMMITTEES, Section 4. Veterinary Technician National Examination (VTNE) Committee

The AAVSB Board of Directors is submitting this proposed Bylaws Amendment of Article X. COMMITTEES, Section 4. Veterinary Technician National Examination (VTNE) Committee.

Board of Directors’ Comments:

The intended purpose of this proposed amendment is to strengthen the AAVSB and Board’s ability to ensure the VTNE program continues to reflect the breadth of the veterinary technology profession while maintaining the validity, fairness, and defensibility expected of a high-stakes examination program. The changes reorganize committee structure and composition so the Board can better support the full exam lifecycle, from defining content foundations to developing and reviewing exam items.

The proposed Bylaws amendment revision would allow the Board to adopt a more structured VTNE Committee framework as policy as the VTNE Committee will continue to provide program oversight, supported by specialized subcommittees focused on critical stages of exam development, item writing, and job analysis. This reflects widely accepted testing industry practices and formalizes work the AAVSB has already been carrying out operationally. The result is clearer role definition, stronger use of subject matter and psychometric expertise, and a more sustainable structure for volunteer engagement.

Group	Primary Function
VTNE Committee	Oversees the subcommittees and supports program-level decision-making
Exam Development Subcommittee	Reviews and edits exam items, ensuring quality, fairness, and psychometric soundness
Item Writing Subcommittee	Develops high-quality exam items aligned to the content outline
Job Analysis Subcommittee	Ensures the exam’s content foundation is valid and reflects current professional practice

The revisions provide greater flexibility to build a committee structure that reflects the diversity of the profession and candidate population, including variation in professional and regulatory experience, species and specialty focus, practice environment, geography, and relevant expertise. The intent is not to

reduce stakeholder input, but to allow the President and Board to consider the full composition of the Committee to achieve an appropriate balance in any given appointment cycle.

Overall, these updates align the VTNE program structure with current credentialing best practices consistent with the *Standards for Education and Psychological Testing* and strengthen the long-term defensibility of the VTNE program. They are forward-looking, governance-focused changes that support consistency, adaptability, and strong oversight as the profession continues to evolve and ensures public protection, while preserving AAVSB's strong collaborative relationships with key stakeholders.

ARTICLE X COMMITTEES

Section 4. Veterinary Technician National Examination (VTNE) Committee.

~~The Veterinary Technician National Examination (VTNE) Committee shall be responsible for the development and administration of the Veterinary Technician National Examination (VTNE) and other related tasks as assigned by the Board of Directors.~~

~~There shall be at least twelve (12) members on the VTNE Committee.~~

~~The President shall appoint with the approval from the Board of Directors the members of the VTNE Committee taking into consideration the need for diverse representation, expertise and continuity.~~

~~The VTNE Committee members shall serve a three (3) year term and can be reappointed to an additional three (3) year term.~~

~~The VTNE Committee shall annually elect its chairperson. The Chair can be reelected as their term allows.~~

~~The composition of the VTNE Committee shall be as follows:~~

~~Two (2) members recommended by the Association of Veterinary Technician Educators (AVTE);~~

~~Two (2) members recommended by the National Association for Veterinary Technicians in America (NAVTA);~~

~~Two (2) members recommended by the Registered Veterinary Technologists and Technicians of Canada (RVTTC);~~

~~Two (2) members recommended by the AVMA's Committee on Veterinary Technician Education and Activities (CVTEA);~~

~~One (1) member recommended by the Canadian Veterinary Medical Association (CVMA) Animal Health Technology/Veterinary Technician Program Accreditation Committee (AHTVTPAC), and~~

~~Three (3) members at large.~~

~~In order to provide diversity and expertise, the members of the VTNE Committee need not be members of Member Boards or Affiliate Members of AAVSB~~

The Veterinary Technician National Examination (VTNE) Committee shall be responsible for the oversight of the Veterinary Technician National Examination (VTNE), following industry standards related to validity,

defensibility, reliability, and fairness of the VTNE program. In addition, the VTNE Committee shall be responsible for other related tasks as assigned by the Board of Directors. There shall be at least five (5) members of the VTNE Committee. The VTNE Committee shall annually elect its chairperson. The Chair can be reelected as their term allows.

The President, with input and approval of the Board of Directors shall determine the composition and tenure of the VTNE Committee members. To comply with industry standards and utilize persons with relevant subject matter expertise, all efforts shall be made in the appointment process to include subject matter experts from the profession, regulatory boards, and academic community. At the discretion of the President, with input and approval from the Board of Directors, other relevant persons are eligible for appointments as needed to provide subject matter expertise and compliance with industry standards. To provide diversity and expertise, the members of the VTNE Committee need not be members of Member Boards or Affiliate Members of AAVSB.

The VTNE Committee members shall serve a three (3) year term and can be reappointed to an additional three (3) year term.

The VTNE Committee shall annually elect its chairperson shall annually elect its chairperson. The chair can be re-elected as their term allows.

The following is not intended to be included in the proposed Bylaws amendment, only to provide guidance on next steps if the amendment passes: The reorganization and composition of the VTNE Committee and Subcommittees will be effective upon approval by the Board of Directors.



MEMORANDUM

To: AAVSB Bylaws and Resolution Committee
From: AAVSB Board of Directors
Date: March 18, 2026
Subject: Implementation of Proposed Bylaws Amendment – Article X. COMMITTEES, Section 4. Veterinary Technician National Examination (VTNE) Committee

The purpose of this memorandum is to outline for the Board of Directors the plans for restructuring, communicating, and implementing the VTNE Committee changes should the proposed bylaws amendment be approved.

Background

The VTNE Committee is responsible for the development and administration of the Veterinary Technician National Examination (VTNE). This committee ensures that the VTNE reflects current practice in the field of Veterinary Technology. The committee consists of representatives from various veterinary and veterinary technician associations, including the Association of Veterinary Technician Educators (AVTE), the AVMA Committee on Veterinary Technician Education and Activities (CVTEA), the National Association of Veterinary Technicians of America (NAVTA), the Registered Veterinary Technologists and Technicians of Canada (RVTTTC), and veterinarians and veterinary technicians from practice and education.

The committee's roles include reviewing and validating questions for content relevance, importance, difficulty, and correctness, and ensuring conformity to psychometric principles.

1. Purpose of Updates

- Strengthen the Board's ability to ensure the VTNE remains reflective of the full breadth of veterinary technology practice.
- Align the program with expectations for modern high-stakes examination governance
- Support greater validity, fairness, reliability, and defensibility through updated committee structure aligned with current credentialing standards

2. Overview of Proposed Committee Structure

- Adoption of structured, lifecycle-aligned governance framework (pending bylaw amendment).
- VTNE Committee remains the oversight body.
- Three specialized subcommittees support distinct phases of exam development:
 - Job Analysis Subcommittee – Ensure exam content foundation validity.
 - Item Writing Subcommittee – Produces high-quality exam items aligned to the content outline.
 - Exam Development Subcommittee – Conducts item review, quality assurance, fairness checks, and psychometric evaluation.

Group	Primary Function
VTNE Committee	Oversight of subcommittees and program needs
Job Analysis Subcommittee	Ensures content foundation validity
Item Writing Subcommittee	Content creation
Exam Development Subcommittee	Content quality and statistical review

- Benefits of the structure:
 - Supports appropriate SME and psychometric expertise throughout the exam lifecycle.
 - Enhances exam validity, reliability, fairness, and defensibility.
 - Improves scalability and sustainability of volunteer engagement.
 - Provides clearer role delineation across the exam development process.
 - The structure formalizes longstanding operational practices, ensuring consistency and alignment with testing industry standards.
- The structure formalizes longstanding operational practices, ensuring consistency and alignment with testing industry standards.

3. Commitment to Diversity, Balance, and Expertise

- Modern credentialing governance emphasizes oversight bodies should reflect:
 - Full scope of professional practice
 - Diversity of candidate populations
 - Proposed structure provides flexibility to build committees with representation across:
 - Career stages and professional backgrounds
 - Species and specialty areas
 - Varied practice environments (private, practice, academia, shelter medicine, industry, rural/urban)
 - Geographic regions
 - Psychometric and subject matter expertise
- Maintains value of allied organization input while allowing holistic consideration of committee composition for each appointment cycle.

4. Alignment with Credentialing Best Practices

- Enhancements reflect industry standards, including the *Standards for Educational and Psychological Testing*, ensuring:
 - Individuals involved possess appropriate expertise.
 - Oversight bodies represent the full range of relevant perspectives,
 - Governance remains transparent and defensible.
- Increased flexibility in committee composition helps maintain exam fairness, validity, and reliability as expectations evolve.

5. Formalizing Existing Good Practice

- Current bylaws are more prescriptive and do not fully align with modern high-stakes testing structures.
- Revisions:
 - Reduce structural constraints that may limit balanced committee composition.
 - Support long-term sustainability and continuity of strong exam oversight.
 - Reflect current operational practices more accurately.

6. Communication Plan Overview

- **Messaging**
 - Purpose and benefits of new structure
 - Volunteer opportunities and expectations
 - Assurance of exam integrity and continuity

7. Plan for Current Terms

- Ensure balanced representation between practitioners and educators
- Targeted outreach
- Utilize current committee terms/stagger

Summary

These committee structure enhancements strengthen the defensibility and long-term viability of the VTNE program by aligning governance with contemporary best practices in high-stakes credentialing. The updates support a diverse, balanced, and expert oversight structure that can evolve alongside the veterinary technology profession, while maintaining the AAVSB's collaborative and inclusive approach to stakeholder engagement.



MEMORANDUM

To: AAVSB Member Board Members and Affiliate Members

From: AAVSB Bylaws and Resolution Committee

Date: May 14, 2026

Subject: Proposed Bylaws Amendment 4 for 2026

Each proposed Amendment includes the location in Bylaws, Proposer, Bylaws & Resolution Committee comments, Board of Directors’ comments, Recommendation by Bylaws & Resolution Committee and Board of Directors, and operational, financial, and legal impact of proposed revisions, the letter or memo from the Proposer and the proposed changes are indicated in red on the enclosed Bylaws amendment.

PROPOSED AMENDMENT 4	
Location in Bylaws:	ARTICLE VII, BOARD OF DIRECTORS AND OFFICERS Section 1. Composition <i><u>Proposed revisions and letter are included in the attached document.</u></i>
Proposed by:	West Virginia Board of Veterinary Medicine
Bylaws & Resolutions Committee comments:	The Committee notes that (other than the 6 veterinarians requirement) there is already no prohibition to multiple Affiliate Members being eligible to be elected to the Board of Directors. The Committee does not feel that multiple dedicated seats to Affiliate Members is necessary to ensure diverse representation on the Board of Directors. The Committee’s proposed revision included requiring one Credentialed Veterinary Technician.
Board of Directors’ comments:	The Board of Directors notes there is no prohibition to multiple Affiliate Members being eligible to be elected to the Board of Directors. The

	Board of Directors encourages the representation of Affiliate Members and also sees the importance of representation of the veterinary profession similar to Member Boards and their composition.
Recommendation(s):	The Bylaws and Resolution Committee does not support the proposed amendment. The AAVSB Board of Directors does not support the proposed amendment.
Operational Impact:	A shift in Board of Directors' composition requiring a specific number of Affiliate Members may be at risk with a limited pool of Affiliate Members or if their position changes and are no longer supporting a veterinary regulatory board.
Financial Impact:	None.
Legal Impact:	None.

ARTICLE VII. BOARD OF DIRECTORS AND OFFICERS.

Section 1. Composition.

There shall be ten (10) members of the Board of Directors including four (4) Officers and six (6) Directors at Large.

The Officers shall be identified as President, President-Elect, Immediate Past President and Treasurer. The Officers and Directors at Large are collectively referred to as the Board of Directors. The Officers may, at times be collectively referred to as the Executive Committee. Notwithstanding any other provisions of these Bylaws, the Board of Directors shall be comprised of at least ~~six~~ five (5) Licensed Veterinarians and ~~one~~ two (2) Affiliate Members. The Chief Executive Officer shall serve as Secretary and as an ex-officio non-voting member of the Board of Directors and shall not be considered an Officer as identified above.



MEMORANDUM

To: AAVSB Member Board Members and Affiliate Members

From: AAVSB Bylaws and Resolution Committee

Date: May 14, 2026

Subject: Proposed Bylaws Amendment 5 for 2026

Each proposed Amendment includes the location in Bylaws, Proposer, Bylaws & Resolution Committee comments, Board of Directors’ comments, Recommendation by Bylaws & Resolution Committee and Board of Directors, and operational, financial, and legal impact of proposed revisions, the letter or memo from the Proposer and the proposed changes are indicated in red on the enclosed Bylaws amendment.

PROPOSED AMENDMENT 5	
Location in Bylaws:	ARTICLE II. PURPOSE <i><u>Proposed revisions and letter are included in the attached document.</u></i>
Proposed by:	Kentucky Board of Veterinary Examiners
Bylaws & Resolutions Committee comments:	The Committee determined that the Purpose clause should be generalized and not refer to specifics. This approach allows for maximum flexibility of meeting the needs of Member Boards in an ever-changing business environment. The KBVE proposed amendment adds to the already too specific delineated purpose references which is counter to the Committee approach. Further, the KBVE proposed amendments reference unachievable requirements using references like “understanding” and “ensure” that are subject to interpretation and would have differing standards from differing Member Boards. Finally, the Committee expressed concerns over the 501(c)(3) status related to involvement in political processes.
Board of Directors’ comments:	The Board of Directors supports the rationale of the Bylaws & Resolution Committee in generalizing the Purpose clause and removing specificity

	<p>to allow for flexibility and compliance with legal issues and tax status recognition. Specifically, the Board of Directors discussed the concerns related to involvement in the political process and there may be unachievable requirements. The Board recognized the importance and flexibility in the composition of various Committees. The AAVSB Board of Directors also discussed the Kentucky memorandum regarding attempts to meet with AAVSB Board of Directors. Numerous dates to meet with Kentucky Board representatives were proposed by the AAVSB Board without success.</p>
<p>Recommendation(s):</p>	<p>The Bylaws and Resolution Committee does not support the proposed amendment.</p> <p>The AAVSB Board of Directors does not support the proposed amendment.</p>
<p>Operational Impact:</p>	<ul style="list-style-type: none"> a. and b. Affiliate Member Advisory Committee currently provides an avenue to advise the AAVSB leadership and staff on contemporary regulatory topics. This would be a new government affairs service line requiring additional resources including, but not limited to additional staff, vendors, consultants, and operational architecture allocated to provide support for governmental relations, partnership building skills, and legislative expertise. c. Limiting volunteer opportunities to seated Member Board Members, Affiliate Members, and Member Board Staff could be a barrier in filling key Committee positions that are not outlined in the current Bylaws and may limit identifying specific subject matter expertise. n. Detailed grievance procedures are best suited for policy documents to avoid making the Bylaws too inflexible.
<p>Financial Impact:</p>	<ul style="list-style-type: none"> a. and b. The AAVSB would need to develop and administer a new government affairs service line. Additional resources including, but not limited to additional staff, vendors, consultants, and operational architecture legal with specific expertise in governmental relations and legislative expertise may be cost prohibitive for the organization.
<p>Legal Impact:</p>	<ul style="list-style-type: none"> a. and b. Specialized legal counsel services on governmental affairs and legislative activities needed to ensure compliance of applicable laws. b. The AAVSB is a 501C3 organization and as such, has limitations on any ability to lobby and could lose its tax status if lobbying becomes an organizational goal.

n. Grievance procedures in Bylaws are inflexible versus establishing such procedures in policy.

Andy Beshear
Governor



John C. Park, DVM
Board Chair

KENTUCKY BOARD OF VETERINARY EXAMINERS

4047 Iron Works Parkway, Suite 104, Lexington, KY 40511

Office: 502-564-5433 • Fax: 502-573-1458

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February 24, 2026

Via email to bylaws@aavsb.org

AAVSB Bylaws and Resolution Committee
American Association of Veterinary State Boards (AAVSB)
12101 West 110th Street, Suite 300
Overland Park, Kansas 66210

RE: AAVSB Bylaws – 2026 Proposed Amendment #3 – Purpose

Dear AAVSB Bylaws and Resolution Committee:

The Kentucky Board of Veterinary Examiners (KBVE) submits the attached proposed Association Bylaws amendment for consideration. This cover letter is provided to express that this submission is a separate and distinct submission from any other submission. To avoid the same confusion that occurred in 2025, Kentucky explicitly requests that this proposal be presented to the Delegate Assembly for their discussion and that a distinct vote be afforded, separate from any other proposed amendments.

Specifically, the attached proposed amendment adds additional purpose to the Association. For example, the addition of parts a and b may have prevented the passage of Prop 129 in Colorado and may prevent the passage of similar legislation creating a Veterinary Professional Associate (VPA) in Florida or other jurisdictions. Other national regulatory associations provide similar support for their Membership, and Kentucky believes that AAVSB should provide such support to Member Boards.

Additionally, Kentucky is concerned regarding the number of individuals who may not be seated regulators who yet serve on AAVSB Committees creating policy recommendations and model documents representative of Member Boards. The AAVSB is not a professional association; this is a regulator's association and should be primarily representative of seated regulators and Member Board staff. This will ensure no special interest groups or backdoor lobbying efforts provide undue influence upon the regulation of veterinary medicine.

Finally, despite the directive of the Delegate Assembly in 2024 for the BOD to meet with Kentucky and resolve the denial of rights issue, and despite Kentucky's repeated outreach to the BOD seeking to arrange a meeting, the BOD has not found time to connect with Kentucky. This is despite the fact that the Bylaws and Resolution Committee has met with Kentucky on multiple occasions since 2024. Kentucky still seeks to be heard and receive a clear explanation of the circumstances related to the denial of Member Board rights. Consequently, KBVE believes the solution is a Bylaws Amendment mandating a comprehensive grievance process be established.



KBVE is thankful for the opportunity to submit this proposed amendment for your review and conveyance to the Membership. The KBVE believes this proposal will improve the governance of the AAVSB and increase the transparency to which all Member Boards are committed. Should you have any questions, please contact KBVE Executive Director and Kentucky's AAVSB Delegate Michelle Shane to discuss or set up a meeting. As always, the KBVE looks forward to working with you.

Respectfully,



John C. Park, DVM
KBVE Chair

ARTICLE II. PURPOSE.

The objective of this Association is to aid regulatory boards of veterinary medicine in the protection of the public health and welfare by:

- a. Understanding key issues related to Member Boards and the legislative environments in which they operate.
- b. Assisting Member Boards with governmental relations and partnership building skills with federal, state, and provincial governments.
- c. With the exception of the VTNE Committee, ensuring that the Board of Directors and all other committees, task forces, and ad hoc groups are composed of a majority of seated jurisdictional Board or Council Members and Member Board staff.
- ~~a.d.~~ Acting as a clearinghouse for research, collection and dissemination of information and ideas among Member Boards concerning legal regulation of the veterinary profession.
- ~~b.e.~~ Encouraging and aiding collaborative efforts among Member Boards to simplify and standardize licensing and certification processes for veterinarians and veterinary technicians.
- ~~e.f.~~ Representing the opinions of the Association in those matters related to the provision of veterinary services by interacting with other veterinary organizations; legislative, judicial, regulatory or executive governmental bodies; and with other groups or associations whose areas of interest may coincide with those of the Association.
- ~~d.g.~~ Providing assistance to Member Boards in fulfilling statutory, public, and ethical obligations in legal regulation and enforcement.
- ~~e.h.~~ Communicating with and advising the International Council for Veterinary Assessment on examination matters of relevance to Member Boards.
- ~~f.i.~~ Overseeing collection and dissemination of information regarding disciplinary actions taken by Member Boards.
- ~~g.j.~~ Identifying and promoting desirable and reasonable uniformity in practice standards and expected outcomes of veterinary education.
- ~~h.k.~~ Providing veterinary medical educational programs with statistical information about examinees' performances on the licensing and certification examinations, when requested, within the legal limitations regarding confidentiality of examinees.
- ~~i.l.~~ Credentialing and overseeing the qualifying process by which foreign-trained veterinarians and veterinary technicians become eligible for licensure, including consultation with parties of interest.
- m. Providing Member Boards with programs that assist them in meeting their responsibilities on licensure, registration, regulation, and enforcement regarding the practice of veterinary medicine and veterinary technology.
- j.n. Establishing a transparent process by which Member Boards are provided a pathway for grievances to be addressed amongst the body of Membership and with the Board of Directors regarding concerns with the Association or its leadership when those entities deviate from the purposes as established herein.



MEMORANDUM

To: AAVSB Member Board Members and Affiliate Members
From: AAVSB Bylaws and Resolution Committee
Date: May 14, 2026
Subject: Proposed Bylaws Amendment 6 for 2026

Each proposed Amendment includes the location in Bylaws, Proposer, Bylaws & Resolution Committee comments, Board of Directors’ comments, Recommendation by Bylaws & Resolution Committee and Board of Directors, and operational, financial, and legal impact of proposed revisions, the letter or memo from the Proposer and the proposed changes are indicated in red on the enclosed Bylaws amendment.

PROPOSED AMENDMENT 6	
Location in Bylaws:	ARTICLE IV. MEMBERSHIP, Section 5. Voluntary Withdrawal of Membership from the Association (New section) <i><u>Proposed revisions and letter are included in the attached document.</u></i>
Proposed by:	Kentucky Board of Veterinary Examiners
Bylaws & Resolutions Committee comments:	The Committee determined that the formalities contained in the proposed amendments is cumbersome and unnecessary. If a Member Board no longer wishes to be a member, it can simply not pay dues, not come to any meetings, and/or write a letter indicating its withdrawal from membership. There is no mechanism for AAVSB to require a governmental board to remain in membership beyond what it voluntarily wishes to do. Allowing an elected or appointed individual of a Member Board who has withdrawn their membership to continue to serve the AAVSB creates the potential for positions inconsistent with the interests of the AAVSB.
Board of Directors’ comments	The Board of Directors also conveyed the formality of a Member Board withdrawal process in Bylaws was unnecessary and cumbersome. The Board acknowledged there was a recent Member Board withdrawal received by the Association, communicated to the Board, and the

	Member Boards. The Board of Directors also expressed concern that allowing an elected or appointed individual of a Member Board who has withdrawn their membership to continue to serve the AAVSB creates the potential for positions inconsistent with the interests of the AAVSB.
Recommendation(s):	The Bylaws and Resolution Committee does not support the proposed amendment. The AAVSB Board of Directors does not support the proposed amendment.
Operational Impact:	None. Current process is a Member Board communicates withdrawal to the Chief Executive Officer (Secretary) which is then communicated to the Board of Directors and to the membership in a monthly update.
Financial Impact:	None
Legal Impact:	A Delegate of a Member Board with the intent to withdraw from the Association and “to be heard at length” can cause significant issues at delegate sessions, primarily by disrupting proceedings, influencing voting, and affecting the overall atmosphere of the meeting. An elected or appointed Member Board Member or Affiliate Member finishing their term could negatively impact the direction of the organization.

Andy Beshear
Governor



John C. Park, DVM
Board Chair

KENTUCKY BOARD OF VETERINARY EXAMINERS

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February 24, 2026

Via email to bylaws@aavsb.org

AAVSB Bylaws and Resolution Committee
American Association of Veterinary State Boards (AAVSB)
12101 West 110th Street, Suite 300
Overland Park, Kansas 66210

RE: AAVSB Bylaws – 2026 Proposed Amendment #1 – Voluntary Withdrawal of Membership from the Association

Dear AAVSB Bylaws and Resolution Committee:

The Kentucky Board of Veterinary Examiners (KBVE) submits the attached proposed Association Bylaws amendment for consideration. This cover letter is provided to express that this submission is a separate and distinct submission from any other submission. To avoid the same confusion that occurred in 2025, Kentucky explicitly requests that this proposal be presented to the Delegate Assembly for their discussion and that a distinct vote be afforded, separate from any other proposed amendments.

Specifically, the attached proposed amendment adds an opportunity for Membership to withdraw their agency or organization from the Association. Such an exit pathway does not currently exist in the Bylaws, leaving Membership who wish to disassociate from AAVSB in a quandary. This Bylaws amendment shall provide a pathway for withdrawal that is orderly through a system of established, transparent rules.

Further, the amendment allows individual Board Members or Affiliate Members from the jurisdiction who are serving in AAVSB Committee roles to complete their terms. This provides the same service opportunities as those already provided to non-regulators who still serve on Association Committees as at-large members, Associate members, and friends of the BOD.

KBVE is thankful for the opportunity to submit this proposed amendment for your review and conveyance to the Membership. The KBVE believes this proposal will improve the governance of the AAVSB and increase the transparency to which all Member Boards are committed. Should you have any questions, please contact KBVE Executive Director and Kentucky's AAVSB Delegate Michelle Shane to discuss or set up a meeting. As always, the KBVE looks forward to working with you.

Respectfully,

John C. Park, DVM
KBVE Chair



ARTICLE IV. MEMBERSHIP.

Section 1. Application.

Upon receipt of a written indication of interest in membership by a Board, the Chief Executive Officer will respond within 30 days with an application for membership.

Section 2. Admittance.

A Board, which qualifies for membership, may be admitted into the Association as a Member Board by the Board of Directors, after seeking comment and opinion from Member Boards.

Section 3. Rights and Privileges.

A Member Board that is current on its payment of membership dues and other applicable fees shall have all rights of membership, including the right to vote on all matters duly brought before the membership.

Section 4. Termination of Membership.

- a. Membership may be terminated at an Annual Delegate Assembly when so ordered by an affirmative vote of a two-thirds majority of all Member Boards, that is as if the established quorum included all Member Boards. Written notice that termination is to be considered and the cause for the action shall be sent by the Secretary of the Association to all Delegates and to the Member Boards not less than 90 days prior to the meeting. The Member Board in question shall have opportunity to be heard, with representation by counsel, before a vote is taken.
- b. Upon termination, all rights of the Member Board as provided in these Bylaws shall cease.

Section 5. Voluntary Withdrawal of Membership from the Association.

From time to time, a Member Board may seek voluntary withdrawal from the Association.

A Member Board seeking to voluntarily withdraw its membership from the Association shall submit a letter of intent to the Board of Directors stating their intent to withdraw at least 150 days prior to a Delegate Assembly. The Secretary shall forward the letter of intent to the Member Boards not less than 120 days prior to the Delegate Assembly.

The Member Board in question shall be provided an option to be heard at length at the first Delegate Assembly to be held following the timely receipt of the letter of intent, with representation by counsel, if so desired. Following the conclusion of the Delegate Assembly, the Member Board shall be stricken from the Association's Membership list and shall no

longer retain the right to claim Membership in the Association and all rights of the Member Board as provided in these Bylaws shall cease on the date of the withdrawal.

Upon the date of withdrawal, the Association shall cease to claim or list the former Member Board as a part of the Association's Membership.

Any jurisdictional Board Member or Affiliate Member holding an elected or appointed position shall be eligible to complete their term, but shall not be eligible for re-election or re-appointment to any body of the Association until such time and if the Member Board seeks and is approved for reinstatement in accordance with Section 6.

Section 56. Reinstatement.

Reinstatement may be granted by the Board of Directors upon appropriate reapplication and compliance with all conditions set forth by the Board of Directors.



MEMORANDUM

To: AAVSB Member Board Members and Affiliate Members

From: AAVSB Bylaws and Resolution Committee

Date: May 14, 2026

Subject: Proposed Bylaws Amendment 7 for 2026

Each proposed Amendment includes the location in Bylaws, Proposer, Bylaws & Resolution Committee comments, Board of Directors’ comments, Recommendation by Bylaws & Resolution Committee and Board of Directors, and operational, financial, and legal impact of proposed revisions, the letter or memo from the Proposer and the proposed changes are indicated in red on the enclosed Bylaws amendment.

PROPOSED AMENDMENT 7	
<i>Location in Bylaws:</i>	ARTICLE VIII. BOARD OF DIRECTORS MEETINGS, Section 4. Participation <i><u>Proposed revisions and letter are included in the attached document.</u></i>
<i>Proposed by:</i>	Kentucky Board of Veterinary Examiners
<i>Bylaws & Resolutions Committee comments:</i>	In consultation with the Board of Directors’ liaisons, the Committee understands that Robert’s Rules of Order form the basis for orderly processes that encourage and recognize input from all Board of Directors’ members. The Committee found that inclusion in the bylaws of a mandate to follow Robert’s Rules of Order might create formalities that impede the efficiencies and understandability of discussions and motions. The liaisons indicated that Board of Directors have not expressed concern over the processes used to introduce and discuss decision making motions.

<p><i>Board of Directors' comments:</i></p>	<p>The Board of Directors does utilize Robert's Rules of Order, but a formal mandate in Bylaws could impede efficiencies and understandability of discussions and motions.</p> <p>The Board of Directors does periodically direct staff to request Member Board input on agenda items if more information is needed to make a decision. The Board is open to having further discussion on the idea of an opportunity to comment at Board of Directors' meetings but feel it is better served in policy than in the Bylaws. This would allow more flexibility in establishing a process for comment.</p>
<p><i>Recommendation(s):</i></p>	<p>The Bylaws and Resolution Committee does not support the proposed amendment.</p> <p>The AAVSB Board of Directors does not support the proposed amendment.</p>
<p><i>Operational Impact:</i></p>	<p>A dedicated member comment period for each agenda item would impact and extend the currently scheduled in-person and/or virtual Board of Directors' meeting times for not only the Board of Directors, but also staff. Member Board members, Affiliate Members, Committee Chairs, and AAVSB Representatives to the ICVA are currently invited to attend every Board of Directors' meeting. Member Board Delegates and Alternate Delegates are historically not identified until Annual Meeting and Conference registration.</p>
<p><i>Financial Impact:</i></p>	<p>None.</p>
<p><i>Legal Impact:</i></p>	<p>The membership does not have the legal fiduciary duties of Care, Loyalty, and Obedience, possibly opening the association to conflict of interest or competing interests.</p>

Andy Beshear
Governor



John C. Park, DVM
Board Chair

KENTUCKY BOARD OF VETERINARY EXAMINERS

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February 24, 2026

Via email to bylaws@aavsb.org

AAVSB Bylaws and Resolution Committee
American Association of Veterinary State Boards (AAVSB)
12101 West 110th Street, Suite 300
Overland Park, Kansas 66210

RE: AAVSB Bylaws – 2026 Proposed Amendment #4 – Board of Directors Meetings, Participation

Dear AAVSB Bylaws and Resolution Committee:

The Kentucky Board of Veterinary Examiners (KBVE) submits the attached proposed Association Bylaws amendment for consideration. This cover letter is provided to express that this submission is a separate and distinct submission from any other submission. To avoid the same confusion that occurred in 2025, Kentucky explicitly requests that this proposal be presented to the Delegate Assembly for their discussion and that a distinct vote be afforded, separate from any other proposed amendments.

Specifically, the attached proposed amendment establishes that the BOD shall use Robert's Rules of Order to govern the proceedings of BOD meetings, just as Robert's Rules are employed to govern the Delegate Assembly. This shall ensure that the Board of Directors has unbiased and equitable rules for use during challenging proceedings on the board, rather than arbitrary rules which may be changed to influence a desired pre-determined outcome. A Bylaws amendment is necessary to encode this clarification and provide fair rules of governance.

KBVE is thankful for the opportunity to submit this proposed amendment for your review and conveyance to the Membership. The KBVE believes this proposal will improve the governance of the AAVSB and increase the transparency to which all Member Boards are committed. Should you have any questions, please contact KBVE Executive Director and Kentucky's AAVSB Delegate Michelle Shane to discuss or set up a meeting. As always, the KBVE looks forward to working with you.

Respectfully,


John C. Park, DVM
KBVE Chair



ARTICLE VIII. BOARD OF DIRECTORS MEETINGS.

Section 1. Regular Meetings.

The Board of Directors shall hold meetings from time to time as deemed necessary to carry out its responsibilities to the Member Boards. At a minimum, the Board of Directors shall meet in conjunction with, and at the same place as the Delegate Assembly convenes for its Annual Delegate Assembly.

Section 2. Special Meetings.

The President may convene special meetings of the Board of Directors. The President shall convene special meetings within thirty (30) days of receiving a written request for such meeting from any three (3) members of the Board of Directors.

Section 3. Notice and Agenda.

Notice of the time, day, and place for any regular meeting of the Board of Directors shall be given at least thirty (30) days prior to the meeting. Notice and tentative agenda for special meetings shall be given as soon as practicable. Directors shall be notified either by first class mail, overnight delivery service, facsimile, electronic mail, or hand delivery.

Section 4. Participation.

Unless otherwise stated in these Bylaws or the Articles of Incorporation, Robert's Rules of Order, current edition, shall govern the proceedings of the BOD.

Unless prohibited by law, the Board of Directors may meet in any regular or special meeting conducted through the use of any means of communication by which all persons participating in the meeting can simultaneously communicate with each other during the meeting. Participation by such means shall constitute presence in person at a meeting.

Member Boards shall at a minimum be provided an opportunity to attend the meeting via virtual or telephonic means. Member Board Delegates and Alternate Delegates present at the meeting shall be provided a limited opportunity to comment on an agenda item to provide insight on the subject or correct misinformation.

Section 5. Quorum.

In order to conduct business at any meeting of the Board of Directors, at least a majority of voting members of the Board of Directors must be in attendance. In the absence of a majority, those Directors present shall have the authority to adjourn the meeting by majority vote.

Section 6. Voting.

Members of the Board of Directors shall be the only individuals entitled to propose, debate, vote, and otherwise participate in the decisions and motions at Board of Directors meetings. The act of a majority of Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors, unless an act of greater number is required by law, the Association Articles of Incorporation, or these Bylaws.

Section 7. Executive Session.

The Board of Directors may meet in executive session only for discussion and resolution of personnel matters, legal matters, matters related to Member Board membership in the Association, and matters related directly to the security of the examination programs relevant to Association business.

Section 8. Records.

The Board of Directors shall keep accurate and complete minutes of all meetings, and shall make these minutes available to any Member Board for any proper purposes at any reasonable time.



MEMORANDUM

To: AAVSB Member Board Members and Affiliate Members

From: AAVSB Bylaws and Resolution Committee

Date: May 14, 2026

Subject: Proposed Bylaws Amendment 8 for 2026

Each proposed Amendment includes the location in Bylaws, Proposer, Bylaws & Resolution Committee comments, Board of Directors’ comments, Recommendation by Bylaws & Resolution Committee and Board of Directors, and operational, financial, and legal impact of proposed revisions, the letter or memo from the Proposer and the proposed changes are indicated in red on the enclosed Bylaws amendment.

PROPOSED AMENDMENT 8	
Location in Bylaws:	ARTICLE IX. TRANSPARENCY (New article) <i><u>Proposed revisions and letter are included in the attached document.</u></i>
Proposed by:	Kentucky Board of Veterinary Examiners
Bylaws & Resolutions Committee comments:	The Committee expressed its concerns that this proposed amendment vests operational policies onto the membership through placement in the bylaws. While membership can adopt prescriptive bylaws that curtail both operational and strategic activities, the Committee does not support these proposed amendments. The membership meets only once per year making changes to these mandates difficult. Overall, the requested disclosures and opportunities for Member Board engagement is already contained in policy and/or current practice. Specific comments regarding each proposal are set forth below. Section 1. The Committee determined slightly revised, but similar language timely notification of changes to seated Directors was more

	<p>appropriate in ARTICLE VII. Board of Directors, Section 6. Terms since the previous section addresses the event of vacancy within the Board of Directors positions.</p> <p>Section 2. Process established. The Board of Directors’ meeting schedule is currently posted in the Knowledge Center accessible to all Member Board Members and Affiliate Members.</p> <p>Section 3. Process established for notifying Member Board Members, Affiliate Members, Committee Chairs, and AAVSB Representatives to the ICVA of Board of Directors’ meetings.</p> <p>Section 4. Approved and signed Board of Directors’ meeting minutes are saved in accordance to record retention policy and applicable laws. Board of Directors’ meeting minutes are available upon request by a Member Board to the Chief Executive Officer (Secretary).</p> <p>Section 5. Association policies approved by the Board of Directors are posted in the secure Knowledge Center available to Member Board Members and Affiliate Members.</p> <p>Section 6. Process established. Passed Resolutions’ Therefore statements are currently available in the AAVSB website’s Leadership & Governance section.</p> <p>Section 7. Process established. Committee lists currently included in digital and printed Annual Meeting and Conference Book. Committee member lists are available upon request to the Chief Executive Officer (Secretary).</p> <p>Section 8. Process established. The Committee determined the proposed section was overreaching, causing an operational standstill in lengthening the review process, including, but not limited to published articles, presentations, press releases, etc.</p>
<p><i>Board of Directors’ comments:</i></p>	<p>The Board recognized processes already established in procedures and concern of operational policies in the bylaws. It was noted Association policies are now posted in the secure Knowledge Center accessible to Member Board Members and Affiliate Members. There was also a concern of additional steps in model documents and all communications would prevent the Association from being timely in their response.</p>

<p>Recommendation(s):</p>	<p>The Bylaws and Resolution Committee does not support the proposed amendment.</p> <p>The AAVSB Board of Directors does not support the proposed amendment.</p>
<p>Operational Impact</p>	<p>2. Board of Directors' meetings are currently posted in the Knowledge Center Resources section, accessible to all Member Board Members and Affiliate Members.</p> <p>3. Member Board Members, Affiliate Members, and Committee Chairs are currently invited to all Board of Director meetings.</p> <p>4. Minutes are currently available to Member Boards upon request to the Chief Executive Officer (Secretary). Additional and multiple staff time to continually update Knowledge Center.</p> <p>5. Board of Directors' approved association policies are made available to Member Boards and Affiliate Members in the secure Knowledge Center. Committees are provided applicable association policies by the Committee Staff.</p> <p>6. Passed Resolutions' Therefore statements are currently available in the AAVSB website's Leadership & Governance section. Passed Resolutions' actions are updated to the Board of Directors on a regular basis and at the next Delegate Assembly Meeting, and to the Member Boards through The Link communication to Affiliate Members. These communications are currently more immediate than as stated in the proposed Bylaws amendment.</p> <p>7. Additional and multiple staff time to continually update Knowledge Center. Committee lists currently included in digital and printed Annual Meeting and Conference Book. Committee member lists available upon request to the Chief Executive Officer (Secretary).</p> <p>8. Regulatory Policy Committee currently has a formal review process in policy with comment period on the Practice Act Model, model regulations, and guidance documents in review. The BOD elected not to review the RPC's response and elected not to vote on the responses, noting rather to support the Committee's work. If that was added into the process, it would lengthen the review process to over an entire year. Shortening the process outlined in model document review from 120 days to 90 days, as proposed in this amendment, would potentially eliminate the possibility of MBs that meet quarterly to discuss model documents. If this was implemented, published articles, presentations, etc., would be able to be sent out once a year. This would also be a barrier on press releases sent out by Marketing based on various</p>

	decisions and relevant news from the AAVSB that are reviewed by the Board of Directors as needed and internally by staff.
<i>Financial Impact</i>	Financial costs of additional staff time and resources.
<i>Legal Impact</i>	The Board of Directors charges the Regulatory Policy Committee the responsibility to assess contemporary practice modalities and review current and create new model documents for the AAVSB, including the Practice Act Model, model regulations, and policy documents.

Andy Beshear
Governor



John C. Park, DVM
Board Chair

KENTUCKY BOARD OF VETERINARY EXAMINERS

407 Iron Works Parkway, Suite 104, Lexington, KY 40511

Office: 502-564-5433 • Fax: 502-573-1458

kbve.ky.gov • vet@ky.gov

February 24, 2026

Via email to bylaws@aavsb.org

AAVSB Bylaws and Resolution Committee
American Association of Veterinary State Boards (AAVSB)
12101 West 110th Street, Suite 300
Overland Park, Kansas 66210

RE: AAVSB Bylaws – 2026 Proposed Amendment #2 – Transparency

Dear AAVSB Bylaws and Resolution Committee:

The Kentucky Board of Veterinary Examiners (KBVE) submits the attached proposed Association Bylaws amendment for consideration. This cover letter is provided to express that this submission is a separate and distinct submission from any other submission. To avoid the same confusion that occurred in 2025, Kentucky explicitly requests that this proposal be presented to the Delegate Assembly for their discussion and that a distinct vote be afforded, separate from any other proposed amendments.

Specifically, the attached proposed amendment adds a new article to the Bylaws which outlines requirements for transparency between the Association leadership and staff with the Membership of the Association. Encoding these requirements in the Bylaws will ensure that any change in Leadership does not lead to changes in policy and that these basic Membership rights are available and enforceable because they are encoded in the bylaws.

KBVE is thankful for the opportunity to submit this proposed amendment for your review and conveyance to the Membership. The KBVE believes this proposal will improve the governance of the AAVSB and increase the transparency to which all Member Boards are committed. Should you have any questions, please contact KBVE Executive Director and Kentucky's AAVSB Delegate Michelle Shane to discuss or set up a meeting. As always, the KBVE looks forward to working with you.

Respectfully,

A handwritten signature in blue ink, appearing to read "John C. Park".

John C. Park, DVM
KBVE Chair



ARTICLE IX. TRANSPARENCY

The Association shall maintain transparency with Member Boards.

Section 1. Board of Directors Composition.

Any changes to the seated Directors of the Board of the Association shall require notification by the Secretary to all Member Boards within 30 days of the change.

Section 2. Meeting Schedule.

The schedule of meetings for regular Board of Directors meetings shall be published and accessible to Member Boards in advance for an entire calendar year.

Section 3. Member Board Attendance at BOD Meetings.

Member Boards shall be provided the opportunity to attend all regular meetings and special meetings of the BOD at a minimum via virtual or telephonic means.

Section 4. BOD Meeting Minutes.

All Board Meeting Minutes shall be made available to Member Boards. Final approved minutes shall be provided to Member Boards within three (3) business days of approval. Minutes from the prior five (5) years shall be available to Member Boards on a Member-Board-only secure access website or upon request by a Member Board within 30 days.

Section 5. Board of Directors Policies.

All Association BOD approved policies shall be made available to Member Boards on a Member-Board-only secure access website or upon request by a Member Board within 30 days.

New policies or modifications to policies shall be made available within ten (10) days of BOD approval.

Section 6. Resolutions of the Association.

All Resolutions passed by the Delegate Assembly shall be published in full and available on the Association's public website within 30 days of passage. In the event a resolution requires action, an update on the status of the resolution shall be provided to Membership no later than the next Delegate Assembly.

Section 7. Committee Composition.

The Association shall provide a list of all Association Committees, task forces, ad hoc bodies, and any other Association subgroup and make them available to Member Boards on the Member-Board-only secure access website or upon request by a Member Board within 30 days. The list shall include a

complete accounting of all group members, the Chairperson, Chair-elect, assigned Association staff, the BOD liaison, and all volunteers participating on each committee. The list shall also include the name, title, affiliation, jurisdiction of representation, committee role, term of service, and term iteration for each person serving on the committee.

Section 8. Member Board Feedback on Association Publications and Model Documents.

Member Boards shall have the right to provide public feedback on all publications representative of the Association, not limited to the Practice Act Model, model regulations, and guidance documents. A Member Board comment period of at least 90-days shall occur prior to the document's public release.

A copy of each comment provided shall be presented to the Regulatory Policy Committee (RPC) for their review and consideration of changes to the proposed publication. The RPC shall provide a Statement of Consideration (SOC) in response to each comment or grouping of similar comments, including the topic of the comment, a summary of the comment(s), and written response containing justification for the RPC's action or lack of action on each comment.

The BOD shall review and vote on the SOC to approve or send back to Committee for additional changes. A copy of each final SOC shall be provided to the Member Boards no more than 90 days following the close of the public comment period.

The final publication shall be presented to the Delegate Assembly at the next meeting of the Delegate Assembly for discussion and voting prior to the public release of the document. Changes may be so ordered prior to publication by a majority vote of the seated Delegate Assembly.

ARTICLE ~~IX~~. REPRESENTATIVES TO THE INTERNATIONAL COUNCIL FOR VETERINARY ASSESSMENT.

Section 1. Representatives.



MEMORANDUM

To: AAVSB Member Board Members and Affiliate Members

From: AAVSB Bylaws and Resolution Committee

Date: May 14, 2026

Subject: Proposed Bylaws Amendment 9 for 2026

Each proposed Amendment includes the location in Bylaws, Proposer, Bylaws & Resolution Committee comments, Board of Directors’ comments, Recommendation by Bylaws & Resolution Committee and Board of Directors, and operational, financial, and legal impact of proposed revisions, the letter or memo from the Proposer and the proposed changes are indicated in red on the enclosed Bylaws amendment.

PROPOSED AMENDMENT 9	
Location in Bylaws:	ARTICLE XI. FINANCES, Section 4. Contracts <i><u>Proposed revisions and letter are included in the attached document.</u></i>
Proposed by:	Kentucky Board of Veterinary Examiners
Bylaws & Resolutions Committee comments:	In conjunction with input from the Board of Directors’ liaisons, the Committee finds that these proposed amendments not only delve into operational matters but are also unmanageable from a practical standpoint. The Committee notes the fiduciary responsibilities related to contracts involving significant AAVSB commitments that fall within the domain of the BOD and those that address operational matters that fall within the domain of the CEO. The Committee also noted the inefficiencies that would be created and exacerbated by this proposed amendment. Insofar as BOD oversight, the Committee noted the BOD budget adoption process which also provides the necessary oversight to protect the organization.

Board of Directors' comments:	The Board recognizes current procedures in place and recognized the inefficiencies that would be created. The current Board of Directors' budget adoption process provides oversight for the organization.
Recommendation(s):	<p>The Bylaws and Resolution Committee does not support the proposed amendment.</p> <p>The AAVSB Board of Directors does not support the proposed amendment.</p>
Operational Impact:	Significant and non-routine contracts and agreements are reviewed by the Board of Directors. Day-to-day operations and minor contracts within Board of Directors' approved budget guidelines are delegated to executive staff with legal counsel or human resources consultants as needed to ensure operations and employee benefits are not negatively impacted and operational efficiency is maintained. Engaging the Board of Directors on all contracts, agreements, and Memorandum of Understandings (MOUs) would cause operational standstills and create financial inefficiencies. Slowed decision-making will prevent timely collaborations. The Board of Directors will be mired in operational activities diverting their focus from high-level strategic planning, fiduciary oversight, and governance. Leadership and staff time would increase including Board of Directors' meetings.
Financial Impact:	Lengthening the contract review process would impact the negotiated terms and costs in finalizing contracts and negatively impact operations, including, but not limited to higher legal costs, delay in revenue generation, or trigger automatic renewals or penalties due to a slow review process interrupted by pressing Board of Directors matters. The increase in Leadership and staff time would have a financial impact.
Legal Impact:	The Board of Directors' Duty of Care legal and fiduciary obligation to establish, oversee, and act in accordance with policies that ensure contracts are properly vetted is impacted if the Board of Directors is required to review hundreds of contracts, introducing significant legal risks, including operational efficiencies due to overextension. The Board of Directors is responsible for hiring and monitoring a chief staff officer that handles routine operational activities within the budget adopted by the Board.

Andy Beshear
Governor



John C. Park, DVM
Board Chair

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February 24, 2026

Via email to bylaws@aavsb.org

AAVSB Bylaws and Resolution Committee
American Association of Veterinary State Boards (AAVSB)
12101 West 110th Street, Suite 300
Overland Park, Kansas 66210

RE: AAVSB Bylaws – 2026 Proposed Amendment #5 – Finances, Contracts

Dear AAVSB Bylaws and Resolution Committee:

The Kentucky Board of Veterinary Examiners (KBVE) submits the attached proposed Association Bylaws amendment for consideration. This cover letter is provided to express that this submission is a separate and distinct submission from any other submission. To avoid the same confusion that occurred in 2025, Kentucky explicitly requests that this proposal be presented to the Delegate Assembly for their discussion and that a distinct vote be afforded, separate from any other proposed amendments.

Specifically, the attached proposed amendment provides for needed oversight and transparency related to contracts. A Bylaws amendment is required to ensure that no conflicts of interest exist in any current or future Association contracts.

KBVE is thankful for the opportunity to submit this proposed amendment for your review and conveyance to the Membership. The KBVE believes this proposal will improve the governance of the AAVSB and increase the transparency to which all Member Boards are committed. Should you have any questions, please contact KBVE Executive Director and Kentucky's AAVSB Delegate Michelle Shane to discuss or set up a meeting. As always, the KBVE looks forward to working with you.

Respectfully,

A handwritten signature in blue ink, appearing to read "John C. Park".

John C. Park, DVM
KBVE Chair



ARTICLE XI. FINANCES.

Section 1. Fiscal Year.

The fiscal year of the Association shall be the calendar year.

Section 2. Books and Reports.

The Association shall keep accurate and complete books and records of accounting, available for inspection by any Member Board at the principal office of the Association for any proper purposes at any reasonable time. The Treasurer shall report on the financial condition of the Association at the Annual Delegate Assembly.

Section 3. Audit.

For each fiscal year, the Board of Directors shall appoint a licensed independent public accountant(s) to provide audited financial statements of the Association. Upon request, the Chief Executive Officer shall distribute to each Member Board a copy of the financial statements of the Association and the report of the auditor or auditors for each fiscal year.

Section 4. Contracts.

The Board of Directors may authorize any officer or officers or the Chief Executive Officer to enter into any contract or execute and deliver any instrument in the name of or on behalf of the Association. The BOD shall review all contracts prior to entering into an agreement, and shall annually review all Association contracts, their purpose, and their costs. Upon request by a Director, a copy of the full and complete contract shall be provided for review. There shall be no contractual provision which establishes secrecy of the contract's purpose from Member Boards.

Section 5. Checks, Drafts, or Orders.

All checks, drafts, or orders for the payment of money, notes, or other evidences of indebtedness in the name of the Association shall be signed by such officer or officers, agent or agents of the Association and in such manner as shall from time to time be authorized by the Board of Directors.

Section 6. Deposits.

All funds of the Association shall be deposited from time to time to the credit of the Association in such bank, trust company, or other depository as the Board of Directors may select.

Section 7. Limitations of Expenditures.

The Association is limited to expending its funds for only those purposes which are recited in Article II of the Bylaws of this Association.

Section 8. Insurance.

At the discretion of the Board of Directors, the Association shall carry appropriate insurance.

Section 9. Revenue.

The Board of Directors shall submit to the Delegate Assembly for approval all proposals for revenue that would affect any monetary obligation of the Member Boards.