

Kansas Society of Radiologic Technologists

BYLAWS

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KANSAS SOCIETY of RADIOLOGIC TECHNOLOGISTS BYLAWS

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ARTICLE I: NAME

The name of this organization shall be the Kansas Society of Radiologic Technologists, hereinafter referred to as the **KSRT**.

ARTICLE II: OBJECTIVE

The Board of Directors shall be the governing body within the KSRT.

The American Society of Radiologic Technologists (ASRT) shall be the governing body for KSRT as an affiliate. The society shall be governed by the ASRT Bylaws and regulations pertaining to ASRT affiliate organizations.

SECTION 3: Purpose

The purpose of the **KSRT** shall be to advance the professions of radiation and imaging disciplines and specialties; to maintain high standards of education; to enhance the quality of patient care; and to further the welfare and socioeconomics of radiologic technologists.

SECTION 4: Function

- A. To provide meetings at which to transact **KSRT** business, to present scientific papers, to carry on educational activities, to discuss professional problems; to encourage similar programs among organizations affiliated with the **KSRT**.
- B. To publish and disseminate information pertinent to the conduct of the **KSRT** or the profession.
- C. To assist in establishing and enunciating high standards of education and training, and to implement them through appropriate channels.
- D. To stimulate and encourage research designed to provide the knowledge needed to assure increasingly efficient patient care.
- E. To expand educational opportunities and to develop programs designed to broaden the scope of technological services.
- F. To enunciate policies concerning the professional status, legislative activities, and the welfare of its members.
- G. To cooperate with external organizations or agencies whose policies are not in conflict with those of the American Society of Radiologic Technologists, and the **KSRT** as may be necessary to maintain continued progress and growth of the **KSRT**.

SECTION 5: Policies

The **KSRT** is committed to equal opportunity and nondiscrimination in all programs and activities. No one shall be denied opportunities or benefits on the basis of age, sex, color, race, creed national origin, religious persuasion, marital status, sexual orientation, gender identity, military status, political belief or disability.

The **KSRT** shall be nonsectarian and nonpartisan. No candidate for public office shall be endorsed by it.

The name of the **KSRT** or any of its Board of Directors or its staff, in their official capacities, shall not be used in connection with a corporate company for other than the regular functions of the **KSRT**.

SECTION 6: Qualifications

A member who is without qualifications entitling him/her to practice as a physician or surgeon shall not accept patients for diagnostic or therapeutic procedures except under direct ethical supervision.

ARTICLE III: MEMBERSHIP

SECTION 1: Policy and Procedure

- A. The **KSRT** is committed to equal opportunity and nondiscrimination in all programs and activities. No one shall be denied opportunities or benefits on the basis of age, sex, color, race, creed, national origin, religious persuasion, marital status, sexual orientation, gender identity, military status, political belief or disability.
- B. The **KSRT** shall be nonsectarian and nonpartisan. No candidate for public office shall be endorsed by it.

- C. The name of the **KSRT** or any of its Board of Directors or its staff, in their official capacities, shall not be used in connection with a corporate company for other than the regular functions of the **KSRT**.

SECTION 2: Categories

The membership of the **KSRT** shall consist of Active, Associate a, Associate B, Life, Senior, and Student, Graduate Bridge, and Radiologist Assistant members. All candidates for membership except Life members shall submit the prescribed application form, properly completed, together with required fees, and shall furnish any additional information as may be required.

- A. Active members shall be those radiologic technologists registered by the American Registry of Radiologic Technologists (**ARRT**) or its equivalent or hold an unrestricted license in medical imaging or radiation therapy under state statutes, and active members in good standing with the American Society of Radiologic Technologists. Active members shall have all rights, privileges and obligations of membership including the right to vote, debate, hold office, and serve as a delegate in the **ASRT** House of Delegates.
- ~~B.~~ Associate A members shall be those radiologic technologists registered by the American Registry of Radiologic Technologists and actively practicing in the field of radiologic technology. Associate A members are those persons who are not active members of the American Society of Radiologic Technologists. They shall have all the privileges and obligations of Active members with the exception of holding an office or serve as a delegate to the House of Delegates to the **ASRT**.
- C. Associate B members shall be those persons practicing the art and science of radiologic technology who are not certified by the American Registry of Radiologic Technologists and are not registry eligible; or, those persons who are interested in promoting the purposes and functions of the **KSRT**, but who are not eligible for Active, Associate A, Life, Senior or Student membership. They shall have all the privileges and obligations of Active members except the right to hold office or serve as a delegate to the House of Delegates to the **ASRT**.
- D. Life members shall be members who have rendered unusual service to the **KSRT**. Life members shall be selected by a majority vote at a regular meeting, upon a unanimous recommendation of the Board of Directors. They shall pay no dues and have all the privileges and obligations of Active members.
- E. Senior members are those members who are 65 years or older. They shall pay one half the regular registration fees assessed Active members for **KSRT** functions and one half annual dues. They shall have the right to debate and vote at **KSRT** meetings; additionally, if remaining an **ASRT** member, they shall have the right to hold office.
- F. Student members shall be those persons who are enrolled in a **JRCERT** approved or state radiologic technology licensure board approved school of radiologic technology. Student members have voting privileges, may exhibit and serve as committee members. Student members may not hold elective office. Eligibility for student membership shall terminate upon graduation from **JRCERT** approved or state radiologic technology licensure board approved school of radiologic technology.
- G. Graduate Bridge members are those who meet the following qualifications:
 - a. Have graduated from an accredited program in their initial medical imaging or radiation therapy program within the past 24 months; or
 - b. Are registered by the American Registry of Radiologic Technologists (**ARRT**) or equivalent and are within 24 months of their graduation date.
 - c. They shall have all rights, privileges and obligations of Active members.
- H. Radiologist Assistants are those registered radiologic technologists who hold the credential R.R.A. They shall have all rights, privileges and obligations of Active members.

SECTION 3: Membership Dues

- A. The annual dues for Active, Associate A, Associate B, Life, Senior, ~~and~~ Student, Graduate Bridge and Radiologist Assistant members shall be established by majority of the members present and voting at the annual meeting.
- B. Intent to change dues structure shall be announced 45 days prior to the annual meeting and presented at the first business meeting and voted on at the second business session at the annual meeting.
- C. Upon receipt of membership dues, Active, Associate, Senior, Student, Graduate Bridge and Radiologist Assistant **KSRT** membership shall be in effect for a period of 12 months.
- D. Dues shall be paid within thirty (30) days of the expiration date.
 - 1. A member is in arrears thirty (30) days AFTER the expiration date.
 - 2. No member who is in arrears for dues shall vote or hold office or shall be entitled to receive reports of the transactions of the **KSRT**.
 - 3. It shall be the duty of the Executive Secretary to erase from the rolls of the membership the name of any person who is in arrears.
 - 4. Any Member dropped from the rolls for nonpayment of dues may be reinstated only upon reapplying and paying annual dues.

SECTION 4: Resignation

1 Any member may resign from membership in the **KSRT** by making written application to the Executive Secretary, providing all dues
2 or other indebtedness to the **KSRT** has been paid.

3 SECTION 5: Reinstatement

4 A. Any member who has resigned or whose membership has been deleted from the **KSRT** for other reasons may be
5 reinstated after filing a new application and paying the dues for the year in which he/she is reinstated.

6 ARTICLE IV: OFFICERS

7 SECTION 1: The elected officers of the **KSRT** shall be: President, President Elect, Vice-President, and Secretary-Treasurer.

8 SECTION 2: Qualifications

- 9 A. Shall be a voting member of the **ASRT** and an Active, Life, or Senior member of the **KSRT**.
10 B. Shall be employed or have been employed in the healthcare field.
11 C. Show proof of continuing education.

12 SECTION 3: Eligibility

- 13 A. Any officer who meets eligibility requirements at the time of assuming office shall be permitted to complete the term,
14 even though employment status changes.
15 B. The Vice-President and Secretary-Treasurer may be re-elected.
16 C. The nominees for President-Elect and Vice-President shall have served at least one (1) year on the Board of Directors
17 prior to being elected.

18 SECTION 4: Duties

- 19 A. President:
20 1. Shall perform all duties consistent with the office.
21 2. Shall be ex-officio member of all committees, except the Nominating Committee.
22 i. 5. Shall serve on the Executive Committee.
23 B. President Elect:
24 1. Shall perform all duties consistent with the office.
25 2. Shall serve as Vice Chair on the By-Laws Committee of the **KSRT**.
26 C. Vice-President:
27 1. Shall perform all duties consistent with the office.
28 D. Secretary-Treasurer:
29 1. Shall perform all duties consistent with the office.

30 SECTION 5: Term of Office

- 31 A. The Vice-President and Secretary-Treasurer shall serve for a term of one (1) year or until their successors are elected.
32 B. The Secretary-Treasurer may be elected for a two (2) year term upon recommendation of the Board of Directors and
33 ratification by the membership.
34 C. The President-Elect shall serve for a term of one (1) year as President-Elect, one (1) year as President, one (1) year as
35 Immediate Past President and one (1) year as senior board member...
36 D. All officers shall surrender to their successors all records and properties belonging to the **KSRT**.
37 E. The term shall begin at the close of the Annual Convention.

38 SECTION 6: Elections

39 A Nominations Chair shall be appointed by the Board of Directors.

- 40 A. Nominations for all **KSRT** officers may be submitted by the nominations chair or any voting member of the **KSRT**.
41 B. Balloting, Election of the President-Elect, Vice-President, and Secretary-Treasurer shall be by a plurality vote of the voting
42 members of the **KSRT**.
43 1. The President-Elect, Vice-President, Secretary-Treasurer and Director-At-Large shall be elected by a plurality ballot at
44 a regular business session. When there is only one nominee for each office, election will be by voice vote.
45 2. Ballots prepared by the Sergeant-At-Arms shall be given to each voting member present at the second business
46 session at the annual meeting.
47 3. Write-in votes are prohibited for all officers.
48 D. Notification:
49 1. Election results will be announced before the close of the second business session at the annual
50 meeting.
51 2. In the event of a tie among the highest vote getters, a runoff election shall be held between the
52 tied parties.

53 SECTION 7: Installation

1 A. The newly elected officers shall be installed into office under the direction of the Board of Directors.

2 SECTION 8: Vacancies

3 A. A vacancy in the office of President shall be filled by the Vice-President.

4 B. In the event the President-Elect position is vacant, it shall remain vacant until the next annual meeting where a President
5 and President-Elect shall be elected by the members.

6 C. The Board of Directors shall appoint a member who has served as a Past President to complete the unexpired term of a
7 vacant office with the exception of the office of President-Elect. All appointments shall be by two-thirds (2/3) vote of the
8 remaining membership of the board of directors.

9 D. In the event the Chairman of the Board position is vacant the Executive Committee shall select a new Chairman of the
10 Board from among their members.

11 E. A vacancy of any committee chair shall be filled by appointment by the President.

12 SECTION 9: Censure, Reprimand or Removal

13 Any officer may be censured, reprimanded or removed from the office for dereliction of duty or conduct detrimental to the **KSRT**.

14 Such action may be initiated when the Board of Directors receives formal and specific charges against an officer.

15 A. If the Board of Directors deems the charges to be sufficient, the person charged shall be advised in writing of the charges.

16 B. A statement of the charges shall be sent by certified or registered mail to the last recorded address of the officer at least
17 twenty (20) days before final action is taken.

18 C. The statement shall be accompanied by a notice of the time and place of the meeting of the Board of Directors at which
19 the charges shall be considered.

20 D. The officer shall have the opportunity to appear in person and be represented by counsel to present any defense to such
21 charges before action is taken.

22 E. Censure, reprimand or removal shall be by two-thirds (2/3) vote of the remaining membership of the board of directors.

23 ARTICLE V: THE BOARD OF DIRECTORS & EXECUTIVE COMMITTEE

24 SECTION 1: Composition of the Board of Directors

25 A. Chairman of the Board:

26 1. Is elected by the Executive Committee

27 2. Shall perform all duties consistent with the office.

28 3. Shall serve as the Chairman of the Executive Committee.

29 B. Immediate Past President:

30 1. Shall perform all duties consistent with the office.

31 2. Shall serve as Chairman of the Bylaws Committee choosing three (3) at large members.

32 3. Shall serve on the Executive Committee.

33 C. Director At-Large:

34 1. Shall be elected by plurality vote at an annual meeting.

35 2. Shall serve on the Board of Directors.

36 3. Shall perform all duties consistent with the office.

37 D. Chairman of the Professional Development Committee:

38 1. Shall serve on the Board of Directors.

39 2. Shall perform all duties consistent with the office.

40 3. Shall be appointed by the President and ratified by the Executive Committee.

41 E. Chairman of the Education Committee:

42 1. Shall serve on the Board of Directors.

43 2. Shall perform all duties consistent with the office.

44 3. Shall be appointed by the President and ratified by the Executive Committee. .

45 F. Student Representative:

46 1. Shall be appointed by the President.

47 2. Shall serve on the Board of Directors.

48 3. Shall perform all duties consistent with the office.

49 G. Area Representative:

50 1. Shall be appointed by the Board.

51 2. Shall serve on the Board of Directors.

52 3. Shall perform all duties consistent with the office.

53 H. Senior Delegate:

1. Shall act as the Board of Director's liaison to the ASRT.
 2. Shall be selected through application process by the Board of Directors.
- I. The Executive Committee will be composed of the President and the two Immediate Past Presidents.
1. The Chairman shall be elected by the committee.
 2. The Chairman of the Executive Committee will be the Chairman of the Board.
 3. The President-Elect and the Vice-President shall attend the Executive Committee meetings as observers.

SECTION 2: Qualifications

- A. Members of the Board of Directors shall be Active, Life, Senior, or Student, Graduate Bridge, or Radiologist Assistant members of the **KSRT** and be members in good standing with the **ASRT**.

SECTION 3: Quorum

- A. Board of Directors:
- B. Shall be established when at least two (2) Executive Committee members and three (3) Board members are present.
- C. Executive Committee:
 1. Shall be established when at least two (2) of three (3) Executive Committee members are present.

SECTION 4: Responsibilities of the Board of Directors

- A. Shall provide for the audit of the books and accounts of the **KSRT**.
- B. Shall control all funds and/or properties of the **KSRT**.
- C. Shall change the dates or locations of the annual meeting, if found advisable.
- D. Shall employ such personnel as may be necessary to conduct the business of the **KSRT**, with the exception of the Executive Secretary (see section 6).
- E. The Board of Directors shall determine the number and boundaries of the areas of the state of Kansas. These divisions will have a voice on the Board of Directors through the appointment of an Area Representative. These representatives shall be appointed by the Board of Directors.
- F. Fulfill requirements of ASRT regarding annual renewal, including documentation of corporate existence and proof of current IRS tax-exemption status and documentation of appropriate tax returns being filed with the IRS in the prior year.

SECTION 5: Meetings

- A. The Board of Directors shall meet a minimum of three (3) times during the fiscal year. Members of the Board of Directors will be required to attend two (2) out of three (3) of the scheduled board meetings excluding the pre- and post-convention meetings. The date of the meetings will be determined by the acting president. The President will inform all Board and Committee Chairs of the dates of the meeting.
- B. The president or a majority of the members of the Board of Directors, upon written request to the president, may call a meeting, and the meeting shall occur, provided no less than a 15-day notice to all Board members is given.
- C. Meetings of the Board may be held by teleconference, at the discretion of the Chairman. The Society shall pay set-up costs or other administrative costs of holding a special meeting by teleconference. Standing rules specific to meetings held by teleconference may be adopted by the Board. The Secretary-Treasurer shall be responsible for preparing minutes of all meetings conducted via teleconference.

SECTION 6: Executive Secretary

- A. Shall be a paid employee of the **KSRT**.
- B. Shall be appointed by the President and ratified by the Executive Committee.
- C. Shall be a Past President of the **KSRT** with membership status of Active, Senior or Life.
- D. Shall keep a correct and permanent record of the membership, conduct correspondence, and perform all duties that usually and customarily pertain to the office of Secretary.
- E. Shall receive and keep funds of the **KSRT** and pay out same only upon order of the Board of Directors.
- F. Shall make a full financial report at each business meeting, including the annual meeting, and the report shall be incorporated into the minutes.
- G. Shall be reimbursed 100% for expenses related to attending meetings and performing duties.

ARTICLE VI: MEETINGS

SECTION 1: Number of Business Meetings

- A. The **KSRT** shall hold an annual meeting each year.
- B. Special meetings of the **KSRT** may be called at such time and place as may be designated by the Board of Directors. A majority of the Board of Directors shall constitute sufficient authority. Members shall be notified at least fifteen (15) days in advance of such meetings, together with a statement of the business to be transacted. No essential business other than that specified shall be transacted at a special meeting. Conference calls may be substituted for a special meeting.
- C. The site of the annual meeting shall be decided by the Board of Directors.

- 1 D. Money collected as registration for meetings or to offset meeting expenses shall be forwarded to the Executive Secretary
2 within five days of receipt. No moneys may be deposited in a personal or separate account for any reason.

3 SECTION 2: Quorum

- 4 **A.** A quorum for any meeting shall be established by a vote of the members represented at an annual
5 meeting. Such quorum shall not be less than twenty-five percent (25%) of the voting members
6 registered on the day of the business sessions, and includes not less than two (2) officers.

7 SECTION 3: Educational Sessions

- 8 A. The **KSRT** shall hold educational sessions during the fiscal year.
9 B. Cancellation policy for any **KSRT** function must be printed in the brochure to specify a cancellation date and a fee not to
10 exceed 20% of full registration.
11 C. A record of Continuing Education Unit (CEU) will be made available to individual members upon written request to the
12 Executive Secretary. Executive Secretary will maintain the record of Continuing Education Unit (CEU) for three years from
13 the date of the CEU offering.

14 ARTICLE VII: COMMITTEES

15 SECTION 1: Appointments

- 16 A. The Board of Directors shall establish committees as deemed necessary to aid the **KSRT** in carrying
17 out society activities. Such committees shall be responsible to the Board of Directors and may be
18 altered or eliminated at any time by the Board of Directors.

19 SECTION 2: Vacancies

- 20 A. A vacancy in any committee shall be filled by an appointment of the President.

21 ARTICLE VIII: REPRIMAND AND REMOVAL

22 Any member may be suspended or terminated for cause. Sufficient cause for such suspension or termination of membership shall
23 be a violation of the Bylaws or any lawful rule or practice duly adopted by the **KSRT**, or any other conduct prejudicial to the
24 interests of the **KSRT**.

- 25 A. If the Board of Directors deems the charges to be sufficient, the person charged shall be advised in writing of the charges.
26 B. A statement of the charges shall be sent by certified or registered mail to the last recorded address of the member at
27 least twenty (20) days before final action is taken.
28 C. The statement shall be accompanied by a notice of the time and place of the meeting of the Board of Directors at which
29 the charges shall be considered.
30 D. The member shall have the opportunity to appear in person and be represented by counsel to present any defense to
31 such charges before action is taken.
32 E. Suspension or reprimand shall be by two-thirds (2/3) vote of the entire membership of the Board of Directors.

33 ARTICLE IX: KSRT DELEGATES TO THE ASRT HOUSE OF DELEGATES

34 SECTION 1: Selection

- 35 A. Two **KSRT** delegates (one (1) Senior delegate and one (1) Junior Delegate) alternate delegates shall be appointed to the
36 **ASRT** House of Delegates by the **KSRT**.
37 B. The **KSRT** shall submit to **ASRT** the names of the **KSRT** delegates and alternate delegates by the last business day of
38 January or the **KSRT** delegate positions shall remain open until after the **ASRT** House of Delegates' meeting.
39 a. A delegate shall show proof of continuing education
40 b. A delegate shall be a voting member of the **ASRT** and the **KSRT** for two (2) years immediately preceding
41 nomination.
42 c. A delegate shall have served as an officer, or on the Board of Directors or as a committee member in the **KSRT**.
43 d. The senior delegate must have at least one year experience as a voting delegate.
44 e. A delegate shall practice in the radiologic science profession or health care.
45 f. A delegate may serve concurrently on the board of any national radiologic science certification or national
46 accreditation agency.
47 g. A delegate shall have the time and availability for necessary travel to represent the **KSRT**.
48 C. A delegate shall attend the **ASRT** House of Delegates meeting and all meetings required of delegates.
49 D. The **KSRT** has the power to remove affiliate delegates in accordance with Article VI.

- 1 E. Absence: An absence exists when an appointed **KSRT** delegate is unable to fulfill the duties of the position during the
 2 **ASRT** House of Delegates' meeting. The delegate shall be considered absent for the purpose of that meeting only. It is the
 3 responsibility of the **KSRT** delegate to notify the **ASRT**, the Speaker of the House, and the alternate delegate of the
 4 delegate's inability to attend the conference as soon as possible. The alternated delegate shall be seated for that meeting
 5 only. Any delegate position or alternate delegate position not filled by the appointment process remains open. There shall
 6 be no on-site credentialing of delegates.
- 7 F. Delegate appointment:
 8 a. The Senior Delegate to the ASRT and Immediate Past President (Junior Delegate) shall represent the **KSRT** as
 9 Affiliate Delegates to the American Society of Radiologic Technologists, House of Delegates. The Board of
 10 Directors will appoint alternate delegate(s). Delegates attending the **ASRT** House of Delegates shall act as
 11 official representatives of the **ASRT** at the **KSRT** Annual meeting.
- 12 G. Responsibilities:
 13 a. The Senior Delegate to the ASRT shall serve a three (3) year term. The Senior Delegate's term may be extended
 14 in one (1) year increments upon recommendation by the Board of Directors and ratification by the membership.
 15 b. Delegates shall be required to submit a written report to the Board of Directors regarding the **ASRT** meeting.
 16 Delegates shall be required to submit a written report to the **KSRT** Annual meeting regarding the **ASRT** meeting.
- 17 H. Vacancies:
 18 a. A vacancy exists when a delegate has submitted a written letter of resignation or when a delegate position has
 19 not been filled by the appointment process. A delegate vacancy caused by written resignation of a delegate
 20 shall be filled by the appointed alternate delegate.

21 SECTION 2: Reimbursement

- 22 A. A fee to be determined by the Board of Directors will be reimbursed to each delegate.

23 ARTICLE X: PARLIAMENTARY AUTHORITY

24 SECTION 1: Rules of Order

- 25 A. The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the **KSRT** in all cases to
 26 which they are applicable and in which they are consistent with these bylaws.

27 ARTICLE XI: AMENDMENTS

28 SECTION 1: Notification of Amendments

- 29 A. Amendments to these bylaws, which are not in conflict with the bylaws contained herein, may be approved by a two-
 30 thirds (2/3) vote at any business session of the **KSRT** in accordance with the voting procedure adopted by the **KSRT**.
 31 Notice of such amendments shall be given to all voting members no less than forty-five (45) prior to the annual meeting.
 32 Such amendments will be published in the **KSRT** publications.

33 ARTICLE XII: DISSOLUTION

34 SECTION 1: Dissolution

- 35 A. In the event of dissolution or final liquidation of the **KSRT**, all of its assets remaining, after payment of its obligations shall
 36 have been made or provided for, shall be distributed to and among such corporations, foundations, or other
 37 organizations organized and operated exclusively for scientific and educational purposes, consistent with those of the
 38 **KSRT**, as shall be designated by the Board of Directors.

39 ARTICLE XIII: INDEMNIFICATION

40 Every office, director, employee or delegate of the **KSRT** shall be indemnified by the **KSRT** against all expenses and liabilities,
 41 including attorney's fees, in connection with any threatened, pending or completed proceeding in which he/she is involved by
 42 reason of his/her being or having been an officer, director, employee or delegate of the **KSRT** if he/she acted in good faith and
 43 within the scope of his/her authority and in a manner reasonably believed to be not opposed to the best interests of the **KSRT**. In
 44 no event shall indemnification be paid to or on behalf of any above-named individual going beyond or acting beyond the powers
 45 granted by authority of this organization or bylaws. The forgoing right of indemnification shall be in addition to, and not exclusive
 46 of, all other rights to which such officer, director, employee or delegate may be entitled.