

SECTION 7

ANNUAL REPORTING

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MDS Annual Call for Reports

Each year, on behalf of the MDS Secretary, the Executive Office sends an email to each district chair and district secretary requesting the following information:

- A completed District Delegate Report that has the list of delegates to the MDS House of Delegates. (Delegates serve a two-year term.)
- Application packets for any Board of Trustees nominations
 - District nominee for Regional Trustee if applicable. (Districts in Regions 2, 3, and 5 submit a nominee for Regional Trustee every even year; Districts in Regions 1, 4, and 6 submit a nominee for Regional Trustee every odd year. See Section 1 for more information on regions.)
 - District nominees for At-Large Trustee.
 - District nominee for any open MDS Officer position
- A completed District Election Report indicating the District Officers for the coming governance year.
 - This Election Report includes the district appointments to the MDS Trustee Selection and Vetting Committee. District appointees to the MDS Trustee Selection and Vetting Committee serve a two-year term.

We will provide the districts with the following tools to aid them in gathering this information:

- An excerpt from the manual of the House of Delegates that provides the methodology for the selection of delegates
- A breakdown of the number of active district members as of December 31 and the number of delegates allowed for each district
- A blank district delegate form for districts to complete with their delegates to the upcoming House
- A blank district election form for districts to complete with the officers and representative to the MDS Trustee Selection & Vetting Committee for the upcoming governance year
- A template for resolutions in the event the district wants to submit a resolution
- An application for the Board of Trustees positions for distribution to any interested candidates for the Board.

In 2027 submit a list of delegates, submit a nominee for At-Large Trustee, and submit a nominee for Regional Trustee (Regions 1, 4, & 6). Also, submit annual Election Reports.

GENERAL INFORMATION FOR DELEGATES & ALTERNATES

The Annual Session of the House of Delegates shall be held at such date, time, and place approved by the Board of Trustees. The session is made up of two meetings, separated by the Reference Committee Hearings.

Special and emergency meetings may be called by the President.

Official Call

The Secretary of this Society shall cause to be published in the newsletter, or other Society publications, notice of the time and place of the regular session and shall send to each member of the House of Delegates and all Alternate Delegates notice of the time and place of the regular session at least 30 days before the opening of the session.

Quorum

Fifty percent (50%) plus one Delegate of the House of Delegates must be present and voting to constitute a quorum for the transaction of business at any meeting.

Officers

The Officers of the House of Delegates shall be the Speaker of the House of Delegates (The Speaker) and the Secretary. The Secretary shall be the Secretary of the Massachusetts Dental Society. They shall jointly determine the date(s), time(s), and place of any meeting, subject to approval by the Board of Trustees.

Speaker of the House of Delegates

The Speaker shall preside at all meetings of the House of Delegates and together with the Secretary shall determine the order of business for all meetings, subject to the approval of the House. The Speaker shall appoint tellers, and perform such other duties as custom and parliamentary usage require, and may appoint special committees of the House.

Secretary

The Secretary shall serve as the recording officer of the House and the custodian of its records and shall cause a record of the proceedings of the House to be distributed to the membership.

These shall be charged with issuing credentials and registering the members of the House. In the event of a contest over the credentials of any Delegate or Alternate, the Secretary shall hold a hearing and report his findings and recommendations to the House for final action.

Voting Members of the House of Delegates

1. **Delegates** are elected by their District Component Societies. **[+56]**

Each District component shall be represented by at least 4 Delegates. In addition, for every 100 active members in good standing exceeding 200 active members in good standing calculated in each District Society, one additional Delegate will be added to that District's Delegation at the House of Delegates. The calculation of active members shall be made as of December 31 of the previous calendar year. Each Delegate shall serve for a term of two years.

Each District component shall elect Alternate Delegates who may serve in the absence of a Delegate.

The Secretary of each District Society shall file with the Secretary of this Society, at least 60 days before the Annual Session of the House, the names of the Delegates and Alternates elected by the District vote.

2. **Elective Officers** of the Society: **[6]**

The President, Vice President, Speaker of the House (who shall vote only when the vote makes a difference in the outcome), Secretary, Treasurer, and Immediate Past President.

3. **Trustees** of the Society. **[7]**

4. **Student** members. **[4]**

5. **Past Presidents** **[3]**

MDS House of Delegates June 2027

District
Election Reporting Form
2027-2028

District Officers

Chair	Term Expires
Vice Chair	Term Expires
Chair Elect	Term Expires
Secretary	Term Expires
Assistant Secretary (optional)	Term Expires
Treasurer	Term Expires
Assistant Treasurer (optional)	Term Expires
Editor	Term Expires

RETURN FORM TO COLLEEN CHASE AT

Massachusetts Dental Society
Two Willow Street, Suite 200
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MDS Trustee Selection and Vetting Committee Appointment

Nominee

Term Expires

District Ethics Committee

Chair

Term Expires

Member #1

Term Expires

Member #2

Term Expires

Peer Review Committee

The District Peer Review Committee shall be comprised of a minimum of seven members each; one of these members shall serve as chair, and one shall be designated as the mediator.

Chair

Term Expires

Mediator

Term Expires

Elected Member #3

Term Expires

Elected Member #4

Term Expires

Elected Member #5

Term Expires

Elected Member #6

Term Expires

Elected Member #7

Term Expires

**Optional Additional or
Alternate Member**

Term Expires

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