

ENVIRONMENTAL ENGINEERING TECHNICAL GROUP

LOS ANGELES SECTION

AMERICAN SOCIETY OF CIVIL ENGINEERS

BYLAWS

ARTICLE I. NAME AND OBJECTIVES

Section A: The name of this organization shall be the Environmental Engineering Technical Group (EETG) of the Los Angeles Section, American Society of Civil Engineers (ASCE).

Section B: The objectives of this technical group shall be:

1. Advancement of engineering knowledge and practice in the field of environmental engineering.
2. Facilitate the exchange of specialized technical information among all engineers in the Section.
3. Establishment and maintenance of high professional standards.
4. Cooperation with other technical groups in order to promote the general welfare of the engineering profession and the ASCE.
5. To serve primarily, but not exclusively, the Members of the Los Angeles Section located within the Los Angeles Basin.
6. To encourage attendance and participation of interested members of the public and other professions in the activities of the EETG so as to expand the positive role that ASCE may play in issues of public policy.

ARTICLE II. MEMBERSHIP

- Section A: Membership shall be offered to all members of the ASCE of all grades, subscribing to the Constitutions and By-Laws of the EETG and the Los Angeles Section of the ASCE as evidenced by payment of current dues of the Los Angeles Section. Members so forth described shall be deemed Regular Members.
- Section B: Members of other Sections of the ASCE and other individuals who, by their educational and/or professional credentials, are associated with the objectives of the EETG may become Adjunct Members of the EETG by appointment by the Executive Committee. Adjunct Members may not hold office or vote in EETG proceedings but may otherwise participate in EETG activities.
- Section C: Corporations, partnerships, companies and organizations may become Corporate Members of the EETG by virtue of their support and/or sponsorship of EETG activities by appointment by the Executive Committee. Corporate Members may not hold office or vote in EETG proceedings, but may otherwise participate in EETG activities. Corporate Members may be recognized by business card or letterhead in EETG publications and notices as authorized by the Executive Committee.

ARTICLE III. GROUP DUES

- Section A: There shall be no initiation fee to the EETG.
- Section B: There shall be no membership dues to the EETG.
- Section C: Adjunct Members shall pay such annual dues as may be prescribed by the Board of Directors of the Los Angeles Section, ASCE. Such dues shall entitle Adjunct Members to be placed on the mailing list of EETG.
- Section D: Corporate Members shall pay such annual dues as may be prescribed by the Board of Directors of the Los Angeles Section, ASCE. Such dues shall entitle Adjunct Members to be placed on the mailing list of EETG.

ARTICLE IV. OFFICERS

- Section A: The officers of the EETG shall be a Chairperson, a Vice-Chairperson, a Secretary and a Treasurer, who with the latest resident Past-Chairperson, shall constitute the Executive Committee in which the government of the group shall be vested.
- Section B: Officers shall be nominated and duly elected by the Members in accordance with the procedures prescribed in the By-Laws of the EETG. The terms of all officers shall be two (2) years beginning biannually at the close of the EETG fiscal year. Any Members of the Los Angeles Section of the ASCE shall be eligible for election. Their duties shall be those usual for such officers.
- Section C: A vacancy in the office of the Chairperson shall be filled by the Vice-Chairperson. Other vacancies may be filled for the unexpired term by appointment of the EETG Executive Committee.

ARTICLE V. MEETINGS

- Section A: Regular meetings shall be held on the dates set by the Executive Committee and set forth in the Master Calendar of the Los Angeles Section, ASCE. The Section will be notified of anticipated variances from the Master Calendar. Location of the meetings shall be determined by the EETG Executive Committee.

ARTICLE VI. FUNDS

- Section A: The EETG will support itself by charging for activities, luncheons, accepting contributions, establishing fees for Adjunct Members and by other means approved by the Executive Committee.
- Section B: The Treasurer will establish a checking account in the name of the EETG and maintain records of receipts and expenditures. Signature authority for the checking account shall be determined by the Executive Committee.

Section C: Contributions to the EETG of materials or services shall be separately recorded by the Treasurer with an estimate of their value provided by the Executive Committee.

Section D: The EETG shall operate on a "pay as you go" basis. No authority to create obligations or debts is granted by, the Los Angeles Section or any Branch. Funds shall be on hand to cover catering contracts, room rentals and other advance arrangements for meetings unless prior commitment is made by the Section or Branch Treasurer to cover any guarantees.

Section E: Funds accumulated in excess of operating needs and prudent reserves may be expended only on furthering the OBJECTIVES as described in ARTICLE I, Section B, above or transferred to the Los Angeles Section Treasurer.

ARTICLE VII. AMENDMENTS

Section A: These By-Laws may be amended only by the following procedure:

1. Amendments must be proposed in writing by at least two Regular Members and presented to the Chairperson of the EETG.
2. The proposed amendment shall be voted upon by a majority of the Members of the EETG as defined in Article II.
3. The proposed amendment shall receive an affirmative vote of not less than two-thirds of the Members voting.
4. To become effective the proposed amendment shall receive the approval of the Board of Directors of the Los Angeles Section, ASCE.

ARTICLE VIII. REPORTS

Section A: Within thirty (30) days from the end of the fiscal year of the Los Angeles Section, the EETG Chairperson shall file with the Los Angeles Section Officer, who is Chairperson of the Technical Groups Committee, an annual report of the activities of the EETG. The report shall include a financial statement summarizing receipts and expenditures; it may also include a budget of anticipated expenditures for the coming fiscal year. The report shall also include a current roster of members of the EETG.

ARTICLE IX. INTERPRETATION

Section A: These By-Laws and Rules adopted by the group, together with all future amendments, shall be interpreted so as to conform to the Constitution, Bylaws and Rules, and policies of the Los Angeles Section, ASCE.

ARTICLE X. APPROVAL

Section A: These By-Laws, and any amendments thereto, shall become effective only upon approval of the Board of Directors of the Los Angeles Section, ASCE.

ARTICLE XI. NOMINATION AND ELECTION OF OFFICERS

Section A: The Nominating Committee shall be composed of the Executive Committee of the EETG.

Section B: The Nominating Committee shall choose one or more candidates for election for each of the offices prescribed by these By-Laws of the EETG and obtain the consent of the nominee(s) to serve if elected.

Section C: The Secretary shall prepare a ballot containing the list of official nominees for each office and present the ballots to the Members attending the Biannual Meeting. Voting shall be by sealed ballot or show of hands by Members as defined in Article n of these By-Laws of the EETG.

Section D: The Secretary shall open and count the ballots or tally the show of hands for each candidate at the Biannual Meeting. For each office the candidate receiving the largest number of votes cast shall be declared elected.

ARTICLE XII. COMMITTEES

Section A: Committees deemed necessary for efficient operation of the EETG shall be appointed by the Executive Committee.

ARTICLE XIII. MEETINGS

Section A: In addition to the Biannual Meeting at least three (3) meetings shall be planned each year at regular intervals.

Section B: The EETG shall endeavor to announce meetings in the Newsletter of the Los Angeles Section, ASCE. Mailings to the EETG roster will constitute the regular form of meeting announcement.

ARTICLE XIV. AMENDMENTS

Section A: By-Laws may be adopted or amended only by the following procedure:

1. The proposed By-Law or Amendment shall be voted upon by . ballot by the Members of the EETG attending the Biannual Meeting at which the vote is to be taken.

2. The proposed By-Law or Amendment shall receive an affirmative vote of not less than two-thirds of the Members voting.
3. To become effective the proposed By-Law of Amendment shall receive the approval of the Board of Directors of the Los Angeles Section, ASCE.

Drawn on this date of April 20, 1993

Submitted by the Ad-hoc Organizing Committee:

Thomas J. Dolan
Jamie Weeks

