

**American Society of Civil Engineers
Los Angeles Section
Los Angeles Geo-Institute Chapter
BYLAWS**

Article I: Name and Objectives

Section 1. The name of this organization shall be Los Angeles Geo-Institute Chapter, Los Angeles Section, American Society of Civil Engineers.

Section 2. The object of the Los Angeles Geo-Institute Chapter (Chapter) shall be the advancement of knowledge in the technical fields related to Geotechnical Engineering, the professional application of this knowledge to the solution of engineering problems, and the promotion of the overall objectives of the Los Angeles Section.

Section 3. The actions of the Chapter shall be consistent with the provisions as set forth in the Constitution and Bylaws of the Los Angeles Section

Article II: Membership

Section 1. Chapter membership is open to all members of the Geo-Institute who subscribe to the rules of the Geo-Institute and who have satisfied current dues requirements of the Los Angeles Section or Geo-Institute. All members are Voting Members

Section 2. A Student Member shall be any member of a Geo-Institute student chapter or Los Angeles Section Student Chapter. Student Members are Non-Voting Members.

Section 3. Geo-Institute members and student shall apply for membership in the Chapter by submitting an application form to the Secretary of the Chapter.

Article III: Dues and Finances

Section 1. There shall be no Los Angeles Geo-Institute Chapter dues.

Section 2. The Board of Directors of the Los Angeles Geo-Institute Chapter shall be responsible for the revenue and expenditures of the Chapter and shall comply with the financial reporting and budgeting requirements of the Los Angeles Section.

Article IV: Officers

Section 1. The officers of the Geo-Institute Chapter shall be Chair, Vice Chair, Secretary, Treasurer, and two Directors, who with the latest active resident Past-Chair shall constitute a Board of Directors.

Section 2. The term of office for the officers of the Chapter shall coincide with the Los Angeles Section fiscal year beginning October 1st.

Section 3. All officers must be members of the Geo-Institute and the Chapter.

Section 4. A vacancy in the office of Chair shall be filled by the Vice Chair. Other vacancies shall be filled for the unexpired term by appointment by the Board of Directors.

Section 5. The duties of officers shall be those usual for such officers, as determined by the Board of Directors.

Section 6. At meetings of the Board of Directors, four members shall constitute a quorum.

Article V: Nomination and Election of Officers

Section 1. Officers shall be nominated and duly elected by Voting Members of the Chapter in accordance with policy and procedures prescribed by the Board of Directors.

Section 2. Nominations of candidates for open Board positions may be made by any Voting Member.

Section 3. The Secretary shall send a letter or electronic ballot containing a list of official nominees and a space for a write-in vote for another candidate for each office, to each Voting Member of the Chapter at least 20 days previous to the September Meeting. Election may be by letter ballot, electronic ballot, or a voice vote at a noticed meeting.

Article VI: Meetings

Section 1. Meetings shall be held on such date and at such place as the Board of Directors designate.

Section 2. All business meetings shall be governed by the current edition of *Robert's Rules of Order Newly Revised*, except as provided in Chapter Policy and Procedure as approved by the Board of Directors.

Article VII: Committees

Section 1. The Chair each year shall appoint committees as needed to operate the Chapter.

Section 2. The President may appoint other committees as deemed necessary.

Article VIII: Amendments

Section 1. Any amendment to the Chapter's bylaws must first be approved by the Los Angeles Section and the G-I Board and may be amended only after a 20 day notice to the Chapter membership of the meeting at which the Board of Directors will vote on the amendment.

Article IX: Reports to the Los Angeles Section and Geo-Institute of the American Society of Civil Engineers

Section 1. The Chapter Board of Directors shall be responsible for providing an annual report and financial reports as required by the Los Angeles Section and the Geo-Institute.

Article X. Approval

Section 1. These Bylaws and any amendments thereto shall become effective only upon approval of the Board of Directors of the Chapter.

Approved by the Los Angeles Section Board of Directors on February 3, 2010