

**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 (ASCE).

Section 2. The objective of the Los Angeles Geo-Institute Chapter (hereinafter referred to as the Chapter) shall be the advancement of the science and profession of engineering in a manner consistent with the purpose of ASCE. The objectives of the 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 Geo-Institute of ASCE.

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

Article II: Membership

Section 1. Membership is open to all members of ASCE and/or the Geo-Institute who subscribe to the rules of the Chapter and who have satisfied current dues requirements of the Section(s) and Chapter. Membership is also open to members of related professional societies, e.g. the Association of Environmental & Engineering Geologists, the Association of General Contractors, and students enrolled in civil engineering programs at local colleges or universities.

Section 2. A Regular Member shall be any subscribing member of the Los Angeles Section of ASCE and the Geo-Institute, other than an affiliate member, who applies for this status. Non-ASCE members of the Geo-Institute residing in the Los Angeles area may also become Regular Members. Voting privileges shall be restricted to Regular Members of the Chapter.

Section 3. A Student Member shall be any member of an ASCE student chapter or a Geo-Institute Graduate Student Organization within the Los Angeles area who desires to be affiliated with the Chapter or to attend its meetings.

Section 4. An Affiliate Member shall be any subscribing Affiliate member of the Los Angeles Section of ASCE who applies for this status. Members in good standing of related professional societies, e.g. the Association of Environmental & Engineering Geologists and the Association of General Contractors, may also apply for Affiliate status.

Section 5. Regular Members and Affiliate Members who are members in good standing of their associated professional organizations shall automatically receive status and be placed on the contact list of the Chapter after making application for membership to the Secretary of the Chapter. No formal action shall be required in connection with Student Members, and they shall not be placed on the contact list.

Article III: Dues and Finances

Section 1. There shall be no dues except those paid to the L.A. Section of ASCE and the Geo-Institute.

Section 2. Bills of mailing expenses, speakers, dinners, and other legitimate Chapter expenditures, may be submitted to the L.A. Section Secretary for approval and payment. At the option of the Board of Directors some of these expenditures may be paid from Chapter funds.

Section 3. The Board of Directors of the Chapter shall be responsible for all funds and expenditures of the Chapter.

Article IV: Officers

Section 1. The officers of the Chapter shall be Chair, Vice Chair, Secretary and/or Treasurer, who with the latest active resident Past Chair shall constitute a Board of Directors in which the government of the Chapter shall be vested. In addition, the Chapter may elect one or more Directors as determined by the Board of Directors.

Section 2. The term of office for the officers of the Chapter shall coincide with the fiscal year beginning October 1. A member shall not be eligible to hold more than one office at a time or to succeed himself or herself in the same office, except for Director, for which the term of office shall not exceed two years.

Section 3. All officers must be members in good standing of the Los Angeles Section of ASCE and the Geo-Institute. Affiliate members shall not have the right to hold office.

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.

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

Article V: Nomination and Election of Officers

Section 1. Officers shall be nominated and duly elected by Regular Members of the Chapter in accordance with procedures prescribed by the Board of Directors, or in accordance with any Bylaws and Rules of the Chapter. Neither Affiliate Members nor Student Members have the right to vote.

Section 2. The Nominating Committee shall consist of the current Chair and two other members of the Board of Directors and/or the past two Chairs. The Nominating Committee shall choose one or more candidates for election to each office.

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

Article VI: Meetings

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

Section 2. All business meetings shall be governed by *Robert's Rules of Order, Revised*, except as provided in local Institute rules.

Article VII: Committees

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

Section 2. The Chair shall appoint such other committees as are from time to time deemed necessary.

Article VIII: Amendments

Section 1. Any changes to the Chapter's Bylaws must first be approved by the Geo-Institute Board and may be amended only after a 20-day notice to the Chapter membership and a majority vote of those in attendance at a given meeting or by an email ballot.