

BYLAWS
of the
BROWARD COUNTY CHAPTER
of the
FLORIDA ENGINEERING SOCIETY

ARTICLE I - AFFILIATION

Section I - This Chapter shall operate under charter issued by the Florida Engineering Society, Inc. which shall be affiliated with the National Society of Professional Engineers.

ARTICLE II - DUES

Section I - Chapter dues shall be as set by the Executive Committee but not to exceed \$13.00 per year, in addition to National and State Society dues.

Section II - The State Society will bill and collect Chapter dues and turn over same to the Chapter.

ARTICLE III - DUTIES OF OFFICERS

Section I - The duties of the elected officers shall be those normally associated with their respective offices and as specifically set forth in the Constitution and Bylaws.

Section II - The President shall preside over all meetings of the Chapter and shall be an ex-officio member of all Chapter Committees. The President shall set the meeting time and place of the Executive Committee.

Section III - The President-Elect shall act in behalf of the President when so designated by the President and shall automatically assume the office of President should the office of President be vacated during the Chapter administrative year. He shall serve as Program Chairman and provide timely notice of all meetings to all members.

Section IV - The Secretary shall:

- (a) Keep an accurate record of the proceedings of the Chapter and the Executive Committee. He shall inform the President and the Executive Committee from time to time of duties to be performed at stated times or intervals. He shall issue all calls, notices, etc., as instructed by the Executive Committee and/or President. He shall conduct the correspondence of the Chapter and shall have custody of all books, papers and records except for those kept by the Treasurer.
- (b) Maintain a complete record of past members of the Executive Committee and Nominating Committee for the purpose of establishing eligibility for appointment or election. He shall, before the appointment of the Nominating Committee each year, prepare for the President a list of the members in good standing, showing their place of residence and branch of

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engineering practice of each who is eligible to hold office under the Constitution. The Nominating Committee shall be appointed from this list. The Secretary shall also provide the Nominating Committee with a list of names of members in good standing.

- (c) Automatically serve as an ex-officio member of the Membership Committee.

Section IV- The Treasurer shall:

- (a) Maintain a set of books showing receipts and disbursements of the Chapter and the accounts of each member of the Chapter. He shall submit a complete report of the year's business of the Chapter at the last meeting of each fiscal year which shall be audited as directed by the Executive Committee.
- (b) Have custody of all funds of the Chapter.
- (c) Be Comptroller of the accounts of the Chapter and shall make all collections and disbursements under the supervision of the President and/or as directed by the Executive Committee or by the Chapter.
- (d) Render special reports as required by the President.

ARTICLE IV - MEETINGS

Section I - Regular Chapter meetings shall be held each month on the day designated by the Executive Committee except for the month of July and the month of the State Society Annual Meeting. Special meetings may be held at the direction of the President and/or Executive Committee.

Section II - Visitors who shall be invited to meetings to present papers or otherwise provide the program shall attend as guests of the Chapter. Each member may bring guests at his own expense to any regular meeting of the Chapter, advance notice being given when possible to the Secretary so he may insure adequate accommodations. All members of the Florida Engineering Society whether or not living within the area of the Chapter, shall be welcome at all regular meetings, but shall not have voting privileges unless members of the Chapter. Engineering students enrolled in a college of engineering, and especially members of a student branch duly authorized by the Florida Engineering Society, are welcome to attend all regular meetings.

ARTICLE V - QUORUM

Section I - Five percent (5%) of the Chapter's voting members in good standing including two (2) Chapter officers shall constitute a quorum for the transaction of business at regular meetings.

Section II - A Majority of elected Chapter officers shall constitute a quorum for Executive Committee Meetings.

ARTICLE VI - ORDER OF BUSINESS

Section I - The order of business at Regular Chapter meetings shall be as determined in the order

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of precedence; by the Executive Committee, by the President, or by the majority vote of members present. In the absence of any such determination, the order shall be as follows:

1. Invocation
2. Pledge of Allegiance
3. Dinner
4. Reading of Minutes
5. Treasurer's Report
6. Introduction of Members and Guests
7. Program
8. Reports of Officers
9. Reports of Standing Committees
10. Reports of Special Committees
11. Old Business
12. New Business
13. Announcements
14. Adjournment

Section II - Roberts Rules of Order (Revised) shall govern matters of parliamentary procedure at all Chapter meetings. The most recent past president in attendance shall serve as parliamentarian.

ARTICLE VII - COMMITTEES

Section I - All standing committees, special committees and Ad Hoc committees shall be appointed by the President with the approval of the Executive Committee. Selections and appointments of all committees shall be made at the discretion of the President in keeping with the aims, objectives and goals of the Chapter and the State Society. All committees shall be appointed by the President with the approval of the Executive Committee unless otherwise stipulated in the Bylaws.

Section II - It shall be the policy of the appointment of the committees that an endeavor be made to maintain among their members a balance between the various branches of engineering and between the various practice sections in the Chapter area, as near as practical.

Section III - The duties of the standing committees shall be as defined by the Executive Committee.

Adopted as amended: June 16, 1982.

Amended January 15, 1985

CONSTITUTION
of the
BROWARD COUNTY CHAPTER
FLORIDA ENGINEERING SOCIETY

PREAMBLE

Recognizing that service to God, to society, to the State and to Profession is the premise upon which individual opportunity must be built, the Broward County Chapter of the Florida Engineering Society, Inc. does hereby dedicate itself to the promotion and protection of Professional Engineering as a social and economic influence vital to the affairs of men and of the community.

ARTICLE I - THE CHAPTER

Section I - The name of this Chapter shall be the Broward County Chapter of the Florida Engineering Society, Inc. hereinafter called the Chapter.

Section II - This Chapter shall be a non-profit, educational and fraternal organization operating under charter from the Florida Engineering Society, Inc. hereinafter called the State Society, which is affiliated with the National Society of Professional Engineers, hereinafter called the National Society, the objects of all three being in substantial agreement.

ARTICLE II - OBJECTIVES

Section I - The objectives of this Chapter shall be:

- (a) To advance the public welfare through the exercise of the creative functions of the engineering profession;
- (b) To advance the professional, social and economic interests of the professional engineer;
- (c) To promote high standards of engineering education;
- (d) To protect and advance the interests of the engineer intern;
- (e) To promote and assist in the enforcement of legislation affecting the work of the professional engineer;
- (f) To improve public relations and to cultivate appreciation of the work of the professional engineer;
- (g) To develop civic consciousness of the members of the engineering profession; and
- (h) To establish and maintain high ethical standards and practices.

ARTICLE III - MEMBERSHIP

Section I - Only members of the State Society in good standing shall be eligible for membership

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of the same grade in the Chapter. All grades of membership are subject to the same restrictions and limitations as set forth in the State Society Charter.

ARTICLE IV - DUES

Section I - Chapter dues shall be provided for in the Chapter Bylaws.

Section II - The fiscal year of the Chapter shall be the same as the State Society.

ARTICLE V - ADMINISTRATION

Section I - Officers - The Chapter shall have as elective officers a President, a President-Elect, a State Director, a Secretary, and a Treasurer. Only Florida registered professional engineers shall be eligible to hold elective office.

Section II - Executive Committee - The Executive Committee shall consist of the elected officers and the immediate past president. Ex-officio members shall consist of the Chairman of the Membership Committee and the Chapter Representative of each practice section. The government and management of the funds, properties, and affairs of the Chapter shall be vested in the Executive Committee. The Committee shall have the power to interpret the intent of the Constitution and Bylaws, and shall adopt administrative and professional policies to implement the principles and provisions thereof.

Section III - Emoluments - No officer, appointee, committeeman or member shall receive a salary or compensation for expenses incurred except those approved by the Executive Committee.

Section IV - Vacancies - Any vacancy of elected officers other than the President shall be filled at the next regular meeting of the Chapter by a majority vote of the members present to serve the unexpired term. All Chapter members shall be properly notified of the election prior to the meeting. Should the office of the President be vacated, the President-Elect shall automatically assume the office and duties of the President.

Section V - Term of Office - Elected officers shall assume their duties at the beginning of the Chapter administrative year and shall hold office until their respective successors assume such duties. The term of office for all elected officers, except the State Director, shall be one year. Term of office of the State Director shall be 3 years.

Section VI - Administrative Year - The administrative year shall be the same as the State Society.

ARTICLE VI - NOMINATION & ELECTION OF OFFICERS

Section I - Nomination for officers shall be made by a Nominating Committee. This Committee shall be appointed by the President prior to the third meeting before the close of the administrative year, and shall consist of three members of the Chapter, in good standing, one of whom shall be designated by the president as Chairman of the Committee. No officer shall be eligible for appointment to the Nominating Committee, except the President who shall serve as an ex-officio member.

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Section II - The Nominating Committee shall agree on and shall report the name of at least one nominee for each office to be filled. The Committee shall obtain the consent of each candidate to serve if elected. This report shall be made to the members of the Chapter by written notice prior to the second regular Chapter meeting before the close of the administrative year. At this regular meeting, nominations from the floor will be accepted and added to the official list of nominees. If there is only one candidate for a given office, this candidate as submitted by the Nominating Committee shall be declared the new officer by acclamation.

Section III - If two or more candidates are nominated for a given office, letter ballots bearing the names of these candidates shall be mailed with proper instructions for voting by the Secretary to all voting members at least twenty days before the last meeting of the administrative year. All ballots shall be returned to the Secretary in sealed, blank envelopes enclosed inside a mailing envelope. Envelopes shall be provided by the Chapter. Only qualified ballots returned to the Secretary prior to five days before the date of the last Chapter meeting specified on the ballot shall be canvassed. The qualified unopened ballots shall be delivered to the Nominating Committee who act as tellers. The candidate for any office having the largest number of votes by letter ballot shall be elected. The names of the elected officers, together with vote tabulations and ballots, shall be transmitted to the Secretary before the last meeting of the administrative year, at which time the results of the election shall be announced.

ARTICLE VII - COMMITTEES

Section I - Standing committees and special committees shall be appointed by the President with the approval of the Executive Committee.

ARTICLE VIII - AMENDMENTS

Section I - Amendments to this Constitution and/or Bylaws may be proposed by a majority of the Executive Committee or by petition signed by not less than 10% of the Chapter members. Amendments by petition must be submitted to the Executive Committee at least ten days prior to a regular meeting. The Executive Committee will make its recommendation of the submitted petition at the subsequent regular meeting. After an open discussion of the proposed amendment at the regular meeting, the petitioners may withdraw their names if they so desire. If 10% of the members still remain as signatories on the petition, the proposed amendment will be circulated to the membership.

Section II - Proposed amendments to the Constitution, which shall be balloted in the same manner as prescribed for officers, together with a letter ballot, shall be mailed by the Secretary to each member of the Chapter within ten days after its proposal at a regular meeting. Returned ballots shall be delivered unopened by the Secretary to the tellers committee who shall canvass the ballots at the next regular meeting following mailing of the ballots. Only ballots returned prior to this regular meeting shall be canvassed.

Section III - An amendment to the Constitution shall be adopted only by a two-thirds majority vote of the membership voting by letter ballot.

Section IV - The Bylaws may be amended by an affirmative vote of not less than a simple majority of voting members present at a Chapter meeting, provided that the text of the proposed

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amendment shall have been presented to the Chapter members at the previous meeting, and shall have been circulated to the membership between meetings.

ARTICLE IX - EFFECTIVE DATE

Section I - This Constitution shall become effective upon ratification by the Board of Directors of the Florida Engineering Society, Inc.

Section II - Any amendments to this Constitution, adopted according to the procedure hereinbefore specified, shall become effective as specified in Section III, Article VIII of the Constitution.