

CHAPTER BYLAWS

CENTRAL CHAPTER, SOUTH DAKOTA ENGINEERING SOCIETY

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TABLE OF CONTENTS

Mission Statement.....2

Bylaw I – Name.....2

Bylaw II – Administration.....2

Bylaw III – Membership.....3

Bylaw IV – Dues.....3

Bylaw V – Officers and Directors.....3

Bylaw VI – Nomination and Election of Officers and Directors
..... 4

Bylaw VII – Meetings.....4

Bylaw VIII – Committees and Task Forces5

Bylaw IX – Amendments.....5

Bylaw X – Duties of Officers.....6

Bylaw XI – Order of Business.....6

Mission Statement

The goals of the Central Chapter of the South Dakota Engineering Society are:

- To promote the licensed practice of engineering and to provide learning opportunities that enable licensed engineers to maintain practice competency;
- To maintain high ethical standards for the practice of engineering and lead the profession in adhering to these principles;
- To protect the public health, safety, and welfare; while being good stewards of the environment;
- To incorporate engineering principles and perspectives in government decisions that protect the public; and
- To consider community service a professional obligation.

Bylaw I – Name

Section 1. The name of this organization shall be the “Central Chapter” of the South Dakota Engineering Society, hereinafter called the Chapter.

Section 2. The Chapter shall be an affiliate of the South Dakota Engineering Society hereinafter called the State Society and shall be bound to the requirements of the Articles of Incorporation, Constitution, and Bylaws of the State Society, dated July, 2006, or as subsequently amended.

Bylaw II – Administration

Section 1. The Chapter shall be administered by a Board of Directors, hereinafter referred to as the Board. With the provisions of these Bylaws, the Board shall have the full authority and power of the Chapter between meetings.

Section 2. The Board shall consist of the latest past president, the president, president-elect, vice-president, secretary-treasurer, two chapter directors, and a state director. Election of directors shall be staggered as determined by the Board to avoid a complete change of directors in any one year.

Section 3. A majority of the Board members shall constitute a quorum. An affirmative vote of a majority of the Board members present at any regular or duly called meeting shall be required to pass any motion consistent with the Bylaws of the Chapter.

Section 4. The Board shall have such powers and duties as are prescribed by these Bylaws and shall determine all questions of policy.

Section 5. The Board shall direct the investment and care of funds of the Chapter, shall make appropriations for specific purposes or establish a budget, and cause the accounts of the secretary–treasurer to be audited annually within 60 days of the end of the administrative year. The new president shall appoint at least three members for the audit, one of which shall be the new secretary-treasurer.

Bylaw III – Membership

Section 1. The area served by this Chapter shall consist of the following counties: Corson, Campbell, Walworth, Potter, Sully, Hyde, Hughes, Buffalo, Brule, Tripp, Todd, Mellette, Lyman, Jones, Jackson, Haakon, Stanley, Ziebach, and Dewey.

Section 2. Membership in the Chapter shall be open to all professional engineers, graduate engineers, engineering students, and other persons who are engaged in the practice of technical skills allied to the engineering profession and who have demonstrated their interest in the advancement of the profession, and meet membership requirements of the State Society Bylaws.

Bylaw IV – Dues

Section 1. The dues of the Chapter shall be proposed by the Board. Changes to the dues shall be enacted at the annual meeting for the upcoming fiscal year. A majority of the members present and voting at the annual meeting shall be required for a change in the chapter dues.

Section 2. The fiscal year of the Chapter shall be July 1 through June 30. The administrative year of the Chapter shall run from the State Society’s annual conference to annual conference.

Bylaw V – Officers and Directors

Section 1. The Chapter shall have four annually elected officers, a president, president-elect, vice-president, and a secretary-treasurer. The Chapter shall also have three elected directors, two Chapter directors and one State director.

Section 2. No member of the Board shall receive a salary or compensation, except for expenses incurred in behalf of the Chapter and as approved by the Board, and no member may hold two positions on the Board simultaneously. Fees and expenses of persons serving the Chapter shall be allowed at the discretion of the Board.

Section 3. Newly elected members of the Board shall assume their duties at the beginning of the administrative year and shall hold office until their respective successors shall have been duly elected.

Section 4. In the event the office of the president becomes vacant or the president is unable to serve, the president-elect shall assume the office of the president. Other vacancies in the elected officers and directors on the Board occurring during the year shall be filled for the unexpired term by appointment by the Board.

Bylaw VI – Nomination and Election of Officers and Directors

Section 1. The current president shall appoint a nominating committee.

Section 2. Nominations for elective officers and directors shall be made by the nominating committee. The nominating committee shall also appoint its representation on the state society's nominating committee.

Section 3. One or more nominations shall be made for each office and for each director position, but no member of the nominating committee shall be eligible for nomination by the nominating committee. All nominees shall be members of the Chapter.

Section 4. The nominating committee shall report the names of its nominees at the annual meeting, and in addition the names of the nominees may be sent to the membership along with notice of the annual meeting. At the annual meeting additional nominations may be made from the floor.

Section 5. Voting shall occur at the Chapter's annual meeting and be by ballot. However, if the nominating committee shall nominate only one candidate for an elective office and if, in addition, no nominations are made from the floor, then in such event the secretary - treasurer shall certify the individual(s) so nominated to be elected.

Section 6. The secretary - treasurer shall then transmit the names of these elected individuals to the State Society at least 30 days prior to the State Society's annual meeting. The secretary – treasurer will also include the names of the new officers and directors be included in the next Chapter meeting notice or minutes.

Bylaw VII – Meetings

Section 1. The Chapter shall hold at least six meetings each year at such time and such place as may be selected by the Board, which meetings shall be open to all members and their guests. A majority of the Board shall be present in order for the meeting to constitute an official meeting. One meeting designated as the Chapter's annual meeting

shall be held during the months of February or March, at least 30 days prior to the state society's annual meeting.

Section 2. Special meetings of the Chapter shall be called by the president, or a two-thirds vote of the Board, or upon petition by fifty percent of the voting members of the Chapter.

Section 3. The Board shall hold at least three meetings each year. All meetings of the Board shall be called by the president, or upon petition of twenty-five percent of the members of the Board.

Bylaw VIII – Committees and Task Forces

Section 1. Standing committees and task forces shall be appointed by the president, following concurrence of the Board.

Section 2. The duties of the standing committees and task forces shall be defined by the Board.

Section 3. Standing committees and task forces may be appointed in like manner to act in the following areas:

Bylaws	Public Relations
Membership	Legislative
Licensure	Scholarship
MATHCOUNTS	Discovery Center
Professional Development	Community Service
Engineer's Week	Internet Communications
Entertainment	Annual Conference
Design Professionals Coalition	

Bylaw IX – Amendments

Section 1. Amendments to these Bylaws may be proposed by a majority of the Board, or by a petition signed by not less than fifty percent of the members of the Chapter in good standing..

Section 2. Proposed amendments to the Bylaws shall be included in the meeting notice and opportunity given for discussion of the amendments at the next Chapter meeting. The amendments may be voted upon following their discussion. An affirmative vote of the majority of the members present shall be required to approve the proposed amendments.

Section 3. Copies of revised Bylaws will be prepared and made available to members upon request.

Bylaw X – Duties of Officers

Section 1. The president shall be an ex-officio member of all committees and task forces.

Section 2. In the absence of the president, the order of succession as presiding officer at a meeting of the Chapter or of the Board shall be the president-elect, the vice-president, the secretary-treasurer, and the past president.

Section 3. The secretary-treasurer shall keep an accurate record of the funds, books, papers and proceedings of the Chapter and of the Board. The secretary-treasurer shall inform the president and the Board, from time to time, of duties to be performed at stated times or at stated intervals. The secretary-treasurer shall issue all calls, notices, etc., as instructed by the president or by the Board. The secretary-treasurer shall conduct the correspondence of the Chapter, and shall have custody of all books, papers, records and documents. The secretary-treasurer shall maintain a complete record for establishing information for appointments or election. The secretary-treasurer shall maintain a set of books showing receipts and disbursements of the Chapter and the account of each member. The secretary-treasurer shall submit all bills to the Board, and shall issue warrants for payment as directed. The secretary-treasurer shall submit a complete report of the year's business of the Chapter at each annual meeting, which shall be audited as directed by the Board. The secretary-treasurer shall have custody of all funds of the Chapter.

Bylaw XI – Order of Business

Section 1. The order of business at meetings shall be determined by the president, with approval of the Board, if necessary.

Section 2. Robert's Rules of Order Revised shall govern matters of parliamentary procedure of the Chapter.

