

STRUCTURAL ENGINEERS ASSOCIATION OF GEORGIA
BY-LAWS
ADOPTED 2001

- **Article I: NAME AND LOCATION**
- **Article II: PURPOSE**
- **Article III: MEMBERSHIP**
- **Article IV: GOVERNANCE**
 - A. Executive Committee
 - B. Officers
 - C. Committees
- **Article V: VOTING**
 - A. Membership Voting
 - B. Election of Executive Committee
 - C. By-Laws Amendment
- **Article VI: MEETINGS**
- **Article VII: DUES AND ASSESSMENTS**

ARTICLE I: NAME AND LOCATION

The name of the association shall be **STRUCTURAL ENGINEERS ASSOCIATION OF GEORGIA**. The office of the Association shall be location in the State of Georgia.

ARTICLE II: PURPOSE

This Association is established for the following purposes:

- To advance the professional practice of Structural Engineering.
- To advocate for a professional environment which emphasizes public safety and promotes dependable, high quality engineering services.
- To encourage the pursuit of excellence in Structural Engineering work.
- To educate others regarding the responsibilities of the Structural Engineer.
- To support the continuing education of Structural Engineers.
- To influence legislation affecting Structural Engineering practice.
- To influence codes and standards affecting Structural Engineering practice.
- To cooperate with other professional organizations on issues affecting Structural Engineering practice.
- To foster social contacts which advance the Association's goals.

ARTICLE III: MEMBERSHIP

Membership in the Association is open to individuals who practice or who have a vital interest in the profession of Structural Engineering. All members of the Association shall be of good character and reputation.

There are three classes of membership in the Association: General Membership, Associate Membership, and Affiliate Membership. The requirements for each membership class are as follows:

- **General Membership:** General Membership is open to individuals who are registered to practice engineering in the State of Georgia.
- **Associate Membership:** Associate Membership is open to graduates of four-year engineering programs, or to students in such programs who are not yet registered to practice engineering in the State of Georgia.
- **Affiliate Membership:** Affiliate Membership is open to individuals who work in fields affiliated with professional Structural Engineering practice. This includes other design professionals, purchasers of Structural Engineering services, vendors of structural products or services, builders, and others who in the opinion of the executive committee are in a position to advance the professional practice of Structural Engineering.

Membership applications shall be made upon the Association's Membership Application Form. Applications shall be ratified by a majority vote of the executive committee.

ARTICLE IV: GOVERNANCE

A. Executive Committee:

The Association shall be governed by an Executive Committee elected by the General Membership. Executive Committee Officers shall be General Members of the Association.

The Executive Committee shall exercise all powers consistent with the purposes of the Association except those reserved for its Officers and General Members.

Four members of the Executive Committee constitute a quorum for conducting business. The executive committee shall meet at least quarterly.

B. Executive Committee Officers:

The Executive Committee shall consist of eight members: the President, Vice-President, Past-President, Secretary, Treasurer, and three Directors. The duties of the officers are as follows:

- **President:** The President shall:
 - Preside over meetings of the General Membership and of the Executive Committee.
 - Designate two signatories for checks drawn against the Association checking account.
 - Appoint chairmen and members of Committees.
 - Propose an annual budget for approval by the Executive Committee.

- Serve as a spokesman for the Association, and be responsible for official releases of information.
 - Perform other duties normally exercised by the President of an association.
- **Vice-President:** The Vice-President shall have the responsibilities assigned to him by the President. He shall perform the duties of the President in the event that the President is unable to do so.
- **Past-President:** The Past-President shall:
 - Serve as an advisor to the President and the Executive Committee.
 - Help the President to ensure continuity of the Association.
- **Treasurer:** The Treasurer shall:
 - Receive and disburse funds.
 - Maintain financial records.
 - Collect member dues and assessments.
 - Be responsible for filing tax returns.
- **Secretary:** The Secretary shall:
 - Record and distribute minutes of Executive.
 - Create and distribute meeting notices.
 - Maintain an official membership list.
 - Distribute, collect and count ballots for votes of the General Membership.
 - Maintain corporate documents. (Added 08/11/2008.)
- **Directors:** The Directors shall have the responsibilities assigned to them by the President.

C. Committees:

The Executive Committee shall create committees in pursuit of the goals and purposes of the Association. Committee Chairmen shall be appointed by the President and serve at his pleasure. Committee Chairmen shall appoint Committee Members from the General Membership.

Standing committees of the organization are as follows:

- **Membership Committee:** This committee shall encourage membership in the Association. It shall maintain a current list of Association members. The Chairman of the membership committee shall be the Secretary of the Association.
- **Publicity Committee:** This committee shall promote the Association and its activities among members and non-members. It shall educate others regarding the role of the Structural Engineer and encourage a positive image of the Association. The committee shall be responsible for the Association Newsletter. It shall assist the Secretary in with meeting announcements, and the President with official releases of information.
- **Programs Committee:** This committee shall be responsible for educational and social programs. In particular it shall arrange for periodic educational programs for the Membership.
- **Professional and Governmental Liaison Committee:** This committee shall maintain contact with professional and governmental organizations

whose activities have a bearing on the professional practice of Structural Engineering. It shall brief the Executive Committee and the Membership of pending laws, standards or policies which would affect the Association's membership.

- **Nominating Committee:** This committee shall be responsible for nominating a slate of Executive Committee Officers for the annual elections. The President shall be the chairman of the Nominating Committee.

Special Task Committees shall be formed on a temporary basis to address specific issues which may arise.

ARTICLE V: VOTING

A. Membership Voting:

One fifth of all General Members shall constitute a quorum for conducting business. A simple majority of votes cast shall decide matters under consideration.

B. Election of Executive Committee:

The officers of the executive committee shall be elected bi-annually by the General Membership to serve two-year terms that begin on July 1. There shall be no limit on the number of terms that an officer may serve.

The election shall be by written or electronic ballot sent before April 1 of the year preceding the officer's term. The ballot shall include the candidates chosen by a Nominating Committee appointed by the President, as well as write-in candidates of the voter's choosing. A majority of votes cast is required for election. The election shall be ratified by a majority vote of the General Members at a meeting held prior to July 1. Ties will be decided by a majority vote of the General Members at this meeting.

Vacancies will be filled by a majority vote of the General Members at the next membership meeting.

C. By-Laws Amendment:

Any member of the organization may propose amendments to these By-Laws. The Executive Committee will promote amendments which it finds in the best interests of the Association.

By-Laws amendments shall be decided by written ballot sent to the General Membership. The ballot shall include a written description of the proposed amendment. A two-thirds majority of votes cast is required for adoption.

ARTICLE VI: MEMBERSHIP MEETINGS:

Membership Meetings shall be held at least quarterly for the following purposes:

- To brief Members as to the activities of the Executive Committee.
- To solicit the opinion of the General Membership on important issues.
- To consider matters brought to the floor by any General Member.

- To facilitate social interaction among the members.
- To present educational programs related to the practice of Structural Engineering.

Special meetings may be called by the President, the Executive Committee, or by one third of the General Membership.

ARTICLE VII: DUES AND ASSESSMENTS:

Membership dues shall be established by the Executive Committee. Dues for Associate members shall be 50% of the dues for General Members. Dues for Affiliate Members shall be five times the dues for General Members.

The Executive Committee may establish special assessments on Members if necessary in pursuit of the Association's mission. Payment of assessments is voluntary.

The Executive Committee may also establish special assessments on Affiliate Members in compensation for allowing them to promote the commercial interests of themselves or their organizations. Such permission shall only be given for activities which are in accordance with the goals of the Association.

Roberts Rules of Order shall govern the conduct of all business at the Membership Meetings, except where it is in conflict with the provisions of these By-Laws.