

**CONSTITUTION AND BYLAWS OF THE CENTRAL VALLEY  
CHAPTER OF THE CALIFORNIA LAND SURVEYORS ASSOCIATION**

**PREAMBLE**

Recognizing that the true merit of a profession is determined by its service to society, the Central Valley Chapter of the California Land Surveyors Association does hereby dedicate itself to advancing the profession of land surveying because of its social and economic contributions to the welfare of community, state, and nation.

**ARTICLE I**

**Name and Location**

Section 1. The name of this organization shall be the Central Valley Chapter of the California Land Surveyors Association. It shall hereinafter be called the "Chapter".

Section 2. The Chapter headquarters shall be located at the office of the President.

**ARTICLE II**

**Objectives**

The purpose of the Chapter shall be to further the common good of its members in their practice of land surveying, to encourage and maintain high standards of professional ethics and practices, to promote professional uniformity, to foster the public's trust of land surveyors, and to encourage its use of their services.

**ARTICLE III**

**Scope**

The Chapter shall be non-partisan and non-sectarian in its activities and membership. The Chapter shall be an integral part of the California Land Surveyors Association, hereinafter referred to as the "Association".

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## ARTICLE IV

### Membership and Dues

Section 1. The Chapter membership shall be as provided in the Association's constitution and bylaws.

Section 2. A Chapter member in good standing is a person whose dues and assessments are current in conformance with these bylaws and who is not currently suspended by the Chapter.

Section 3. The Chapter annual dues and all assessments shall be recommended by the Executive Board and approved by a majority of those voting at a Chapter meeting. Dues shall be paid to the Treasurer in advance on or before the first day of January of each year. Assessments shall be due and payable as specified in the motion establishing them. The Treasurer shall notify those whose dues or assessments are three (3) months in arrears. The Chapter membership of any person whose dues and assessments are not paid within fourteen (14) days thereafter shall be automatically terminated.

Section 4. Each Chapter member shall become an Association member on or before the beginning of the Association fiscal year immediately following their admission to the Chapter. However, a first-time applicant may have membership in the Chapter, conditional upon attaining membership in the Association within one (1) year. The Chapter membership of any person who fails to become an Association member, as described above, shall be automatically terminated and all dues and assessments paid to the Chapter shall be forfeited.

Section 5. Association admission, dues, and assessments are separate and controlled by the Association.

Section 6. A member may be expelled or suspended from the Chapter for willfully disregarding the Association's or Chapter's principles and purposes, or for conduct that is detrimental to the Association's or Chapter's welfare. Expulsion or suspension from the Chapter shall require a two-thirds majority of those voting at a Chapter meeting. Thirty (30) days notice shall be given to the alleged offending member so he may be present and heard, if he chooses, at the discussion of such action.

## ARTICLE V

### Chapter Meetings

Section 1. A Chapter meeting is a meeting of the general membership at which Chapter business may be discussed and voted upon.

Section 2. All Chapter members in good standing shall have equal voting privileges except that only those Association members shall vote on Association

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business who are eligible to vote upon such business under the Association constitution and bylaws.

Section 3. A regular Chapter meeting shall be held each month at a time and place specified by the Executive Board. In advance of each regular Chapter meeting, the Secretary shall notify in writing each member of the time and place of the meeting.

Section 4. A special Chapter meeting may be called by the President or the Executive Board. The purpose of the special Chapter meeting shall be stated in the call. Only matters enumerated in the call for a special meeting shall be discussed at the special meeting. Except in an emergency, at least seven (7) days notice shall be given.

Section 5. A quorum for a Chapter meeting shall be ten percent (10%) of the Chapter members in good standing.

## ARTICLE VI

### Officers and Elections

Section 1. The Chapter officers shall be a President, a Vice-President, a Secretary, a Treasurer, and as many Chapter Representatives as permitted by the Association's constitution and bylaws. The officers shall perform the duties prescribed in these bylaws and in the parliamentary authority adopted by the Chapter.

Section 2. The officers shall be elected to serve a one (1) year term except the Chapter Representatives who shall serve a two (2) year term as provided in the Association's bylaws. Terms of office shall begin at the close of the regular Chapter meeting in December.

Section 3. Each officer shall be a Chapter member in good standing and a corporate member of the Association. The President and the Vice-President shall hold a valid license as a Land Surveyor in the State of California. No member shall hold more than one office at a time. No member shall serve more than two (2) consecutive terms in the same office.

Section 4. At the regular Chapter meeting in November, the Nominating Committee, as set forth in these bylaws, shall nominate candidates for Chapter officers.

Section 5. Elections shall be held at the regular Chapter meeting in December. At that Chapter meeting, but before the election, additional nominations from the floor shall be permitted. Elections shall be by ballot.

Section 6. If a vacancy occurs in an office other than the presidency, the vacancy shall be filled for the remainder of the term by majority vote of the Executive Board. If a vacancy occurs in the presidency, the Vice-President shall succeed the President for the remainder of the term.

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## ARTICLE VII

### Duties and Powers of Officers

Section 1. The President shall be the executive officer of the Chapter and shall preside at Chapter meetings and Executive Board meetings. The President shall appoint all required committee chairpersons and shall serve as an ex-officio member with the right to vote on all standing and special committees except the Nominating Committee.

Section 2. The Vice-President shall have such powers and duties as may be prescribed by the President and the Executive Board. Unless otherwise specified, the Vice-President shall arrange the program and place for each Chapter meeting and shall notify the Secretary of those arrangements at the Executive Board meeting preceding each Chapter meeting. Should a vacancy occur in the presidency, the Vice-President shall succeed the President for the remainder of the term.

Section 3. The Secretary shall notify the members before each Chapter meeting as prescribed in these bylaws. The Secretary shall announce the time and place for the next Executive Board meeting at each Chapter meeting. The Secretary shall attend each Chapter meeting and Executive Board meeting and duly record the proceedings. The Secretary shall conduct the Chapter's correspondence and keep a full record thereof.

Section 4. The Treasurer shall receive all monies, dues, and assessments, and shall deposit them in the Chapter's name. The Treasurer shall pay Chapter obligations and shall report on the treasury at each Chapter and Executive Board meeting. The Treasurer shall make an annual report to the Association at the end of each calendar year.

Section 5. The Chapter Representatives shall be the Chapter's liaisons with the Association's Board of Directors. They shall represent the Chapter at Association Board of Directors' meetings, cast the Chapter's votes, and report thereon at the next Chapter meeting. The President shall name alternates to fulfill their duties during their absence.

## ARTICLE VIII

### Executive Board

Section 1. The Chapter officers, including the Chapter Representatives, together with the Immediate Past President shall constitute the Executive Board. The Immediate Past President shall be the latest person, other than the current President, to have held the office of President before the close of a regular Chapter meeting in December.

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Section 2. The Executive Board shall supervise the Chapter's affairs including exercising business and fiscal authority between Chapter meetings, fix the time and place for Chapter meetings, make recommendations to the Chapter, and perform such other duties as specified by these bylaws. The Executive Board shall be subject to the orders of the Chapter and none of its acts shall conflict with actions taken by the Chapter.

Section 3. The Executive Board shall meet at least once each month at a time and place specified by the President. The President shall inform the Executive Board members of their meeting time and place. One-half of the Executive Board members shall constitute a quorum.

## ARTICLE IX

### Committees

Section 1. A Membership Committee composed of at least three (3) members shall be appointed by the President promptly after the regular Chapter meeting in December. The Membership Committee shall encourage membership and participation in the Chapter. It shall assist the Treasurer in soliciting and collecting Chapter dues and assessments as described in these bylaws. Additional members may be appointed to the Membership Committee from time to time at the President's discretion. This committee may be chaired by the Treasurer.

Section 2. An Education Committee composed of at least three (3) members shall be appointed by the President promptly after the regular Chapter meeting in December. The Education Committee shall encourage the continuing education of the members, induce members to serve as teachers in educational programs, promote and present educational programs, and assist educational institutions. Additional members may be appointed to the Education Committee from time to time at the President's discretion.

Section 3. A Government Liaison Committee composed of at least three (3) members shall be appointed by the President promptly after the regular Chapter meeting in December. The Government Liaison Committee shall inform members about changes in laws and procedures related to land surveying, influence those changes to benefit the members and the citizenry, and when appropriate express the Chapter's point of view at public meetings. Additional members may be appointed to the Government Liaison Committee from time to time at the President's discretion.

Section 4. A Joint Professional Practices Committee composed of at least three (3) members shall be appointed by the President promptly after the regular Chapter meeting in December after consulting the President of the Central Valley Chapter of the California Council of Civil Engineers and Land Surveyors. The Joint Professional Practices Committee shall encourage a high ethical standard of practice in the land surveying profession, encourage compliance with the

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Professional Land Surveyors Act and other applicable laws, report to the Chapter or proper authorities any occurrences which may need their attention, and cooperate with other professional organizations in pursuing the above stated purposes. Additional members may be appointed to the Joint Professional Practices Committee from time to time at the President's discretion.

Section 5. A Nominating Committee composed of at least three (3) members shall be appointed by the President at the regular Chapter meeting in October. The Nominating Committee shall solicit candidates for the offices to be filled by elections in December. It shall nominate candidates for Chapter officers at the regular Chapter meeting in November.

Section 6. Other committees, standing or special, shall be appointed by the President as the Chapter or the Executive Board shall from time to time deem necessary to carry on the Chapter's work.

## **ARTICLE X**

### **Fiscal Year**

The Chapter fiscal year shall be January 1st to December 31st, inclusive.

## **ARTICLE XI**

### **Parliamentary Authority**

Section 1. The rules contained in the latest edition of *Robert's Rules of Order* shall govern the Chapter in all cases in which they are not inconsistent with these bylaws and any special rules of order the Chapter may adopt.

Section 2. The presiding officer of any meeting concerning Chapter business may appoint a parliamentarian to act as an advisor.

## **ARTICLE XII**

### **Amendment to Bylaws**

These bylaws may be amended by a two-thirds majority of those voting at a Chapter meeting, provided that the amendment has been submitted in writing to each member at least fourteen (14) days in advance. All proposed amendments to the bylaws must be approved by the Association. In the event of conflict between the Chapter bylaws and the Association bylaws, the Association bylaws shall prevail.

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