

# LOUISIANA SOCIETY OF PROFESSIONAL SURVEYORS BY-LAWS

AS AMENDED THROUGH FEBRUARY 2, 1990

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## ARTICLE I

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### ADMISSION OF MEMBERS

Admission of members shall be by the approval of the Board of Directors.

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## ARTICLE II

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### DUES

Initiation fees shall be as follows:

For Registered Member	\$10.00
For Member:	\$10.00
For Associate Member:	\$10.00
For Affiliate Member:	\$10.00

Annual Dues shall be as follows:

For Registered Member:	\$65.00
For Member:	\$45.00
For Associate Member:	\$35.00
For Affiliate Member:	\$35.00
For Retired Member:	\$10.00
For Student Member:	\$10.00
For Sustaining Member:	\$150.00

Any member whose dues have not been paid by October 31st of calendar year shall be dropped from the rolls.

A member who has been dropped may be reinstated upon approval of the Board of Directors and payment of the current year's dues plus reinstatement fee equal to the initiation fee as amended April 4, 1981.

Applicants approved on or after the annual meeting each year shall have dues applied to the next fiscal year as amended February 2, 1990.

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**ARTICLE III**

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**WITHDRAWAL**

Any member of any classification may withdraw or resign and upon such resignation all liability of such member to the Corporation shall cease; provided however, that the liabilities of such member existing at the time of such resignation shall continue in full force and effect. Upon resignation or expulsion from membership such member shall lose all rights and interests, if any, in the assets of the Corporation.

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**ARTICLE IV**

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**MEETINGS OF THE BOARD OF DIRECTORS**

There shall be an annual meeting of the Board of Directors to be held not more than forty (40) days following the adjournment of the annual meeting,

The Board of Directors shall meet at the call of the President or at the request of three (3) Directors. Notice of such meeting shall be by mail, telegraph or telephone to each Director not less than ten (10) days prior to the time of such meeting.

Two-thirds (2/3) of the total Directors elected shall constitute a quorum. Voting shall be by simple majority except as otherwise provided in the Articles of Incorporation or by the By-laws. Each Director, his qualified alternate, or proxy shall have one (1) vote, except as specially provided in the Articles of Incorporation.

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**ARTICLE V**

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**FISCAL YEAR**

The fiscal year of the Corporation shall begin July 1st each year as amended June 4, 1983.

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**ARTICLE VI**

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**RULES OF PROCEDURE**

Robert's Rules of Order shall govern the conduct of the meetings and the business of this Corporation, both in its membership meetings and in the meetings of the Board of Directors, except as otherwise provided by the By-laws and Articles of Incorporation.

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**ARTICLE VII**

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**SEAL OF THE CORPORATION**

The seal of the Corporation shall set forth its name, the date of incorporation, and the state of its incorporation.

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## ARTICLE VIII

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### USE OF THE CORPORATE EMBLEM

A corporate emblem shall be adopted by the Board of Directors, and members in good standing may use the Corporation name and emblem on their stationery, professional cards, office door, firm signs and equipment.

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## ARTICLE IX

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### OFFICERS

**PRESIDENT** - The President shall be the Chief Executive officer of the Corporation. The President may, subject to the approval of the Board of Directors, appoint committees and assign corporate business to them.

**VICE-PRESIDENT** - In the absence of the President or in the event of his inability or refusal to act, the First Vice-President shall perform the duties of the President, and when so acting shall have all the powers and be subject to all the restrictions upon the President. He may perform such duties which are assigned to him by the President or by the Board of Directors.

**SECRETARY** - The Secretary shall keep the records of the Corporation, including the minutes of both the membership meetings and the Directors' meetings. He shall keep and prepare such records and account books as the Corporation may require and the Board of Directors may direct. He shall countersign all papers and documents requiring the signature of the President. He shall be custodian of the Seal of the Corporation and shall have the authority to affix it to all papers and documents requiring said Seal. He shall have the custody of all membership rolls and records.

**TREASURER** - The Treasurer shall have custody of all moneys, securities and other valuable effects of the Corporation. He shall prepare and keep accurate account of receipts and disbursements and such other records as the President or Board of Directors may prescribe. He shall deposit all moneys and other valuable effects in the name and to the credit of the Corporation, in such depositories as may be designated by the Board of Directors.

He shall disburse the funds of the Corporation as directed by the Board of Directors, taking proper vouchers therefor, and shall render to the President and the Directors at the regular meetings of the Board of Directors, or whenever they may otherwise require, an account of all transactions relating to the financial condition of the Corporation.

The signing of checks, vouchers, and other orders for the payment of money belonging to the Corporation shall be as provided by resolution of the Board of Directors.

**N.S.P.S. GOVERNOR** - The N.S.P.S. Governor shall represent the Louisiana Society of Professional Surveyors on the national level. He shall be responsible for exercising the Society's affiliate responsibilities to the American Congress on Surveying and Mapping as amended April 4, 1981.

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## ARTICLE X

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### ANNUAL REPORTS

The Board of Directors shall make annual reports to the membership meeting.

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**ARTICLE XI**

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**COMMITTEES**

The Board of Directors may create such standing and special committees as it deems necessary.

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**ARTICLE XII**

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**EXPERT ASSISTANCE**

The Board of Directors may employ an attorney-at-law or such other professional or expert assistance as it may deem necessary, including accountants.

The accounts of the Treasurer or other officers of the Corporation shall be examined and audited annually by a special committee appointed by the President and approved by the Board of Directors, or this service may be performed by an auditor.

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**ARTICLE XIII**

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**BOND OF TREASURER**

All officers or employees of the Corporation handling moneys belonging to the Corporation shall, at the option of the Board of Directors, be bonded in such amount as may be determined by the Board, at the expense of the Corporation.

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**ARTICLE XIV**

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**LOCAL CHAPTERS**

The organization of local Chapters as provided for in the Articles of Incorporation, shall be carried out following manner:

A petition executed and signed by not less than a majority of the members authorized to vote, residing within the respective Districts shall be presented to the Board of Directors of the Corporation. Such petition shall set forth the plan of organization, including a proposed Charter and By-Laws for such organization. On approval of such plan of organization, including such Charter and By-laws, such petitioning members shall proceed to organize in accordance therewith. Any amendment to the said Charter or By-laws shall not become effective until approved by the Board of Directors of the Corporation. In the event of the refusal of the Board of Directors to approve any proposed new Charter or By-laws, or failure to approve any of the amendments to such Charter or By-laws presented to the Board of such local Chapter, such local Chapter shall the right of appeal to the membership of the Corporation at the next annual meeting, having given due notice thereof not less than thirty (30) days prior to such annual meeting to each of the respective members of the Board of Directors.

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**ARTICLE XV**

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**HONORARY AND LIFE MEMBERS**

The name of a person for Honorary or Life Membership should be submitted to the Board in writing along with a résumé of the accomplishments of the person. and a member of the local Chapter should be available at the Board meeting to answer any questions.

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## ARTICLE XVI

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### ELECTION OF OFFICERS

At least thirty (30) days prior to the annual meeting of the membership, the Secretary-Treasurer shall mail a ballot to each voting member of the Corporation for the purpose of electing the officers for the ensuing year. Such ballot shall be official and signed by the Secretary-Treasurer and shall provide the names and office of the nominees as provided by the Board of Directors of the Corporation. Offices to be voted upon shall be the President, Vice-President, Secretary-Treasurer and N.S.P.S. Governor. The ballot shall also include a blank space for write-in candidates.

The ballot shall also stipulate the time and date on which ballots will be received; any ballots received after this time and date will be considered null and void and therefore rejected.

Prior to the ballot mail-out the President shall appoint a Tally Committee composed of the Secretary-Treasurer and two voting members of the Corporation. This committee shall tally the vote and issue a report, duly signed by all three members, to the Board of Directors. The Tally Committee shall rule on each ballot and shall have the power to accept or reject any spoiled ballot. Election to office shall be by simple majority of ballots received and accepted, and all ballots shall be maintained in the files of the Corporation for a period of one year following receipt thereof

The Board of Directors of the Corporation shall meet prior to the annual meeting of the membership for the purpose of receiving and accepting the report of the Tally Committee, and transacting any other business of the Corporation.

The President shall announce the results of the election at the annual membership meeting. Newly elected officers shall take office immediately at the close of the annual membership meeting.

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## ARTICLE XVII

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### AMENDMENT OF BY-LAWS

These By-Laws may be amended at any regular meeting of the Board of Directors of the Corporation by a vote of two-thirds (2/3) of the membership of the Board, present in person; and may also be amended by a two-thirds (2/3) vote of the membership present in person, or by proxy, at the annual membership meeting.

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## ARTICLE XVIII

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### RECOGNITION OF SUSTAINING MEMBER

Recognition of the Sustaining Member shall be provided in the following manner:

The Board of Directors shall issue an appropriate certificate attesting to membership in the Society as Sustaining Member.

Listing in all issues of the Louisiana Society of Professional Surveyors NEWSLETTER, or its successors, as a Sustaining Member.

Priority as to availability of ad space in all issues in the event of a conflict with an advertiser who is not a Sustaining Member, provided that both ads are of equal size, or that of the Sustaining Member is larger.

The Sustaining Member shall receive two copies of all issues of the NEWSLETTER.

Recognition by the Society at the Annual Meeting and at District Meetings.

Listing as Sustaining Member in any annual directory that may be published by the Society.

The Secretary of the Society shall notify in writing each Sustaining Member of the expiration of his membership at least thirty (30) days prior to such expiration, and shall include an application form for renewal of membership, unless directed to the contrary by the Board of Directors.