

LOCAL GOVERNMENT LAW SECTION OF THE KENTUCKY BAR

ASSOCIATION

BY-LAWS

ARTICLE I

NAME AND PURPOSE

Section 1. Name.

The organization shall be known as the LOCAL GOVERNMENT LAW SECTION (SECTION) of the KENTUCKY BAR ASSOCIATION (KBA).

Section 2. Purpose.

The purpose of the section shall be as follows:

- (A) To provide a forum for and promote the exchange of ideas within the KBA on matters of interest to lawyers whose legal practice involves local government law;
- (B) To provide through the KBA programs and information which will assist lawyers practicing local government law to more capably, efficiently, and economically discharge their professional responsibilities; and
- (C) To enhance the image of the legal profession while promoting the objectives of the KBA.

## ARTICLE II

### MEMBERSHIP AND VOTING

#### Section 1. Membership.

Membership in the SECTION shall be open to all members in good standing of the KBA. A membership fee shall be assessed annually to those members of the KBA who wish to be members of the SECTION. The annual membership fee shall be established by the Executive Committee, subject to approval by a majority vote of the SECTION members present and voting at the SECTION'S annual meeting. The annual membership fee shall be due and payable with the KBA dues.

#### Section 2. Voting.

Only dues-paying members of the SECTION shall be qualified as electors and eligible to vote on any matter under consideration. Unless otherwise provided in these by-laws, any and all official action taken by the SECTION at any meeting shall be by a majority vote of those present and voting.

## ARTICLE III

### OFFICERS AND COMMITTEES

#### Section 1. Officers.

(A) The officers of the SECTION shall be the Chairman, the Chairman-Elect, and the Vice-Chairman. Only dues-paying members of the SECTION shall be eligible to hold any office in the SECTION.

(B) The officers shall be elected during the SECTION'S annual meeting and shall qualify by acceptance. Each officer shall be elected for a term of one

(1) year, beginning upon adjournment of the annual meeting at which he or she is elected, and ending with the adjournment of the next annual meeting or thereafter, when his or her successor has been duly elected and qualified. The member of the SECTION elected Chairman-Elect at the Annual Meeting shall, upon expiration of his or her term as Chairman Elect, succeed to the office of Chairman for a term of one year, beginning upon adjournment of the annual meeting at which he or she assumes the office, and ending with the adjournment of the next Annual Meeting or thereafter, when his or her successor has assumed office.

In the event that any officer is unable or unwilling to serve or becomes ineligible to hold office during his or her term, the Executive Committee shall declare the office vacant and shall appoint an officer to serve until the next Annual Meeting.

(C) Duties of the Officers:

(1) Chairman. The Chairman shall preside at all meetings of the SECTION and of the Executive Committee and, in addition to the duties enumerated in these by-laws, shall perform such other duties as assigned by the membership or the Executive Committee. The Chairman shall prepare a report of the SECTION'S activities during the year of his or her term for presentation at the Annual Meeting. The Chairman shall prepare periodic reports detailing the activities of the SECTION and shall submit such reports to the KBA for inclusion in KBA publications. The Chairman or the Chairman's designated representative

shall serve as a liaison between the SECTION and other national, state, and local organizations interested in local government law.

(2) Chairman-Elect. The Chairman-elect shall serve as the assistant to the Chairman and shall perform the duties assigned by the membership, the Executive Committee or the Chairman. The Chairman-elect shall endeavor to become thoroughly familiar with the duties of the Chairman and with the programs and activities of the SECTION and the KBA. The Chairman-elect shall perform the duties of the Chairman during the absence or disability of the Chairman.

(3) Vice-Chairman. The Vice-Chairman shall serve as the secretary-treasurer of the SECTION. The Vice-Chairman shall maintain the roll of the SECTION's members, issue notice of all meetings of the SECTION and the Executive Committee, keep a record of the proceedings in all meetings, monitor the SECTION's financial status, and in addition, shall perform such other duties as may be assigned by the membership, Executive Committee, or Chairman.

## Section 2. Committees.

(A.) Executive Committees. The Executive Committee shall be composed of the Chairman, the Chairman-Elect, the Vice-Chairman, the immediate past Chairman (except in the SECTION's first year), and two (2) other non-officer members of the SECTION. The Chairman shall appoint the two non-member officer members of the Executive Committee. In making such appointments, the Chairman shall consider the qualifications, size and type of

legal practice, and the diversity of geographical location of each person appointed, so that, insofar as possible, the makeup of the Executive Committee represents a fair cross-section of the legal profession interested in and practicing local government law within the Commonwealth. The terms of the appointed non-officer members shall be co-extensive with the term of the appointing Chairman. The Executive Committee, by two-thirds (2/3) vote, may act for the SECTION's membership during any period the SECTION's membership is not meeting, subject to such limitation as may be imposed by the SECTION membership.

(B) Standing Committee. The SECTION's standing committees shall be as enumerated herein. These committees shall be advisory to the Chairman and the Executive Committee and, in addition to such duties as may be assigned by the Chairman and the Executive Committee, shall have the following duties.

(1) Nominating Committee. In the SECTION's first year, the Nominating Committee shall be appointed by the Chairman at least ninety (90) days prior to the SECTION's Annual Meeting. In each subsequent year, the Nominating Committee shall be appointed by the Chairman within sixty (60) days following the adjournment of the Annual Meeting. The Nominating Committee shall consist of at least three (3), but not more than five (5) members of the SECTION and shall include at least one (1) past Chairman of the SECTION, if any are willing and able to serve. In the SECTION's first year, the Chairman shall serve as a member of the Nominating Committee.

The Nominating Committee shall receive and consider suggestions of persons to serve as officers for the SECTION and shall report a slate of nominees to the SECTION at the Annual Meeting. The Nominating Committee may nominate more than one (1) person for each office.

(2) Planning and Budget Committee. The Planning and Budget Committee shall advise the Chairman and the Executive Committee on the goals and financial status of the SECTION. The Vice-Chairman shall serve as a member of this committee.

(3) Continuing Legal Education Committee. The Continuing Legal Education Committee (CLE) shall study and recommend CLE programs to the Executive Committee for presentation to the SECTION membership.

(4) Special Committees. The Chairman shall with the approval of the Executive Committee create such special committees as deemed necessary.

(C) Committee Chairs and Memberships. Unless otherwise provided in these by-laws, the Chairman shall, with the approval of the Executive Committee, appoint the membership of each standing and special committee and shall appoint the chairman of each standing and special committee.

## ARTICLE IV

### MEETINGS

#### Section 1. Annual Meeting.

An Annual Meeting of the SECTION shall be held during the KBA Convention.

Section 2.    Executive Committee Meetings.

The Executive Committee shall meet not less than one (1) time each year. The meetings of the Executive Committee shall be called by the Chairman or upon written request of a majority of the Executive Committee members. The time and place of the Executive Committee meeting shall be announced at least ten (10) days in advance via first class mail to its members.

Section 3.    Special Meetings.

Special meetings of the SECTION may be called by the Chairman, by a majority of the Executive Committee, or by the Vice-Chairman upon written request of not less than fifteen (15) members of the SECTION. The time and place of any special meetings shall be announced at least ten (10) days in advance, either by publication in the Kentucky Bench and Bar or by notice to each of the SECTION's members via first class mail.

Section 4.    Quorum.

At all meetings, the members of the SECTION present, but not less than three (3), shall constitute a quorum for the purpose of transacting business. The latest edition of Roberts' Rules of Order shall govern the proceedings in all meetings.

## ARTICLE V

### ELECTION OF OFFICERS

#### Section1. Election of Officers to Be Held During Annual Meeting.

The officers of the SECTION shall be elected at the Annual Meeting by a majority vote of those present and voting. Nominations shall be received from the Nominating Committee and from the floor. Elections may be by secret ballot.

## ARTICLE VI

### AMENDMENTS

#### Section 1. Amendments.

These by-laws may be amended only at the Annual Meeting of the SECTION membership by a two-thirds (2/3) vote of the SECTION members in attendance and voting, provided that notice of the substance of the proposed amendments shall either have been published with the notice of the meeting in the Kentucky Bench and Bar or sent to all SECTION members with notice of the meeting via first class mail at least ten (10) days in advance of the meeting.

Adopted \_\_\_\_\_, 1984.

Attest:\_\_\_\_\_