

AMERICAN INSTITUTE OF PROFESSIONAL GEOLOGISTS

BYLAWS OF THE

Georgia SECTION

PREAMBLE

WHEREAS, the American Institute of Professional Geologists was founded on November 15, 1963, and was incorporated under the laws of the State of Colorado on November 3, 1964; and

WHEREAS Article VIII of the Bylaws of the Institute provides for the organization of a Section within each state, or within contiguous states, when said state(s) shall have not less than ten Institute Members, subject to the approval of the Executive Committee of the Institute; and

WHEREAS, there are now ten or more Members of the Institute who reside within the State(s) of Georgia and who desire to organize a Georgia Section in order to meet the local needs as provided by the Bylaws of the Institute;

NOW, THEREFORE, it is appropriate that the Georgia Section of the American Institute of Professional Geologists be formed.

ARTICLE I

NAME

The name of the organization is the Georgia Section of the American Institute of Professional Geologists.

ARTICLE II

STATEMENT OF PURPOSE

The purpose of the Section shall be:

1. To encourage higher professional and scientific standards of its Members for the protection of the health, welfare and economy of the public, and to discourage the nonprofessional practice of geology;
2. To promote the interests and further the purposes of the American Institute of Professional Geologists within the State(s) of Georgia;
3. To provide liaison between the Members of the Georgia Section and the local geological community, the State(s) and the public;
4. To provide liaison between the Members of the Georgia Section and the Institute by the selection of a delegate or delegates for service on the Advisory Board of the Institute;
5. To enforce the Code of Ethics of the Institute;
6. To disseminate information about the geological profession to schools, civic organizations and the general public for the enhancement of the image of the profession;

7. To be alert for legislation and other regulation affecting the professional activities of geologists, actively supporting favorable measures and vigorously opposing unfavorable ones;
8. To observe the scientific and professional attributes of nonmember geologists and to encourage those who qualify to apply for membership in the Institute;
9. To maintain a screening board within the State(s) as provided in Article VIII, Section 5, Bylaws of the Institute;
10. To support the work of the Institute Editor and of the public relations staff by supplying them with local information of interest to the public and the profession; and
11. To conduct professional meetings of the Section in order to promote and accomplish the above purposes.

ARTICLE III

DEFINITIONS

The following terms and phrases as used in these Bylaws are abbreviations of the definitions and official nomenclature tabulated below:

Institute:	American Institute of Professional Geologists
Section:	The <u>Georgia</u> Section of the Institute.
Member(s):	Member(s) of the <u>Georgia</u> Section.
Executive Committee:	Executive Committee of the <u>Georgia</u> Section.
Officers:	President, (Vice-President), (1st Vice-President), (2nd Vice-President), (Secretary), (Treasurer), (Secretary-Treasurer) of the <u>Georgia</u> Section.
Screening Board:	The Screening Board of the <u>Georgia</u> Section.
Delegate(s):	Delegate(s) from the <u>Georgia</u> Section to the Advisory Board of the Institute.

ARTICLE IV

MEMBERSHIP

- Section 1. Qualifications
The membership of the Section shall consist of Members of the Institute, as prescribed in Article II, Bylaws of the Institute, who are residents of the State(s) of Georgia, and are not affiliated with another Section of the Institute. The Section may also include any Member of the Institute who resides in a contiguous state that does not have an organized state section. The rights and duties of the Members shall be as prescribed in the Constitution and Bylaws of the Institute.
- Section 2. Admission to Membership
The Secretary of the Section, upon receipt of notification from General Headquarters of the Institute of the approval of a new Member, or transfer of a Member, within the jurisdiction of the Section, shall advise the Member of his responsibility to the Section, and supply him with information on the organization and programs of the Section, and invite him to active participation in the activities of the Section.

ARTICLE V

SEPARATION, SUSPENSION AND TERMINATION

- Section 1. Separation
Any Member who has ceased to reside within the jurisdiction of the Section shall cease to be a Member of the Section.
- Section 2. Suspension
Any Member who has been suspended from membership in the Institute shall be suspended from membership in the Section.
- Section 3. Termination
Any Member who has been dropped from the rolls of the Institute shall be dropped from the rolls of the Section.
- Section 4. Reinstatement
Any person who has ceased to be a Member of the Institute and the Section by suspension or termination shall be reinstated to Section membership if, and at the time, his membership in the Institute is reinstated. Any Member who has ceased to be a Member of the Section by separation shall have his Section membership reinstated when he once again resides within the jurisdiction of the Section.

ARTICLE VI

OFFICERS

The Officers of the Section shall consist of a President, (a 1st Vice-President), (a 2nd Vice-President), (a Vice-President), (a Secretary), (a Treasurer), (a Secretary-Treasurer), and the immediate Past President, each of whom shall be a Member in good standing in the Institute. The President and the Vice-President(s) may not succeed themselves in office, except that if a Vice-President replaces the President, the Vice-President shall be eligible to a full term as President. The (Secretary) and (Treasurer), (Secretary-Treasurer) shall be eligible for re-election for as many as three consecutive terms. The Officers shall assume office on January 1 of the calendar year following their election, and shall continue in office until their respective successors have been qualified. If any Officer or Executive Committeeman, other than the President, is unable to serve his term of office, the President, with the consent of the majority of the Executive Committee, shall appoint a Member to fill the vacancy for the unexpired term.

The duties and powers of the Officers of the Section, relative to the conduct of the business and programs of the Section, shall be the same as the duties and powers of the Officers of the Institute, as set forth in Article IV, Section 4, Bylaws of the Institute, and such other duties and powers as are identified with their respective positions and as generally prescribed in Robert's Rules of Order.

ARTICLE VIII

EXECUTIVE COMMITTEE

The Executive Committee of the Section shall consist of the Officers as defined in Article VII of these Bylaws, and two (2) or three (3) Executive Committeemen (whichever number is necessary to constitute an Executive Committee with an uneven number of members) elected from the membership to serve terms coincidental with the terms of the Officers.

ARTICLE IX

ELECTIONS

- Section 1. The President shall appoint a Nominating Committee of three or more Members, whose duty it shall be to submit to the Executive Committee, not later than August 1, a list of (one name) (two names) for each Officer and Executive Committeeman to be elected for the ensuing year. It shall be the duty of the Nominating Committee to determine each candidate's willingness to serve.
- Section 2. The Executive Committee shall determine that all nominees are in good standing and eligible to hold office, and make any substitutions that may be required. The Executive Committee shall also accept such nominations as have been submitted to the Secretary, on or before August 1, supported by petitions signed by not less than ten (10) Members in good standing. The Secretary shall prepare a paper ballot showing names, with Certificate numbers, arranged in alphabetical order for each office. Spaces shall be provided for write-in names for each position on the ballot.
- Section 3. The ballot shall be mailed to each Member eligible to vote not later than August 15. The marked ballot shall be sealed in a plain unmarked envelope which is enclosed in an outer envelope bearing the name of the voting Member and addressed to the Secretary, to reach him not later than September 15.
- Section 4. The Secretary shall certify the eligibility of all ballots returned, record the number and report to the Executive Committee. The President shall appoint not less than two Members to tally the vote with the Secretary, who will then report the results to the President not later than September 20.
- Section 5. The President shall announce as elected the name of the Member receiving a plurality of votes for each office. A tie vote for any one of the Officers to be elected shall be decided by a vote of the incumbent Executive Committee, with a majority plus one of the Committee voting.

ARTICLE X

DELEGATES TO THE ADVISORY BOARD

- Section 1. Immediately upon notification of their election to office, prior to the ensuing Annual Meeting of the Institute, the Executive Committee for the succeeding annual period shall appoint a Senior Delegate to the Advisory Board of the Institute, and as many additional Delegates as may be authorized by the Bylaws of the Institute.
- Section 2. Delegates shall assume office on January 1 of the calendar year following their appointment, but shall attend a meeting of the Advisory Board for the succeeding annual period, as stated in Article VI, Section 2, Bylaws of the Institute, for the purpose of electing four representatives to serve on the Executive Committee of the Institute with the newly elected Institute Officers.
- Section 3. Each authorized Delegate shall have an equal vote.
- Section 4. A Delegate to the Advisory Board of the Institute is a representative of the Members of his Section, and should attend all meetings of the Board for presentation of the views and proposals of the Section to the Board for its recommendations to the Executive Committee of the Institute on any matter concerning the management and determination of policies of the Institute. The President, with the advice of the Executive Committee, shall appoint a Member to act as alternate for any Delegate unable to attend an Advisory Board meeting.

Section 5. In the event the Section is authorized two or more Delegates, the Senior Delegate shall act as Chairman of the Delegation.

ARTICLE XI

SCREENING BOARD

- Section 1. The Screening Board, as required by Article VIII, Section 5, Bylaws of the Institute, shall consist of a Chairman, appointed annually by the Executive Committee, and at least three (3) other Members selected by the Chairman. The number of Members will vary with need, but ideally there should be one Member to represent each district or professional specialty constituting a significant geological community. Each Member of the Screening Board may enlist the aid of such other Members as he may consider necessary.
- Section 2. The screening of applicants for membership in the Institute is a major and critical function of the Section. This duty should be shared by all Members when called upon by the President of the Section or the Chairman of the Screening Board, but the responsibility of decision belongs to the Screening Board, which answers directly to the Executive Committee of the Institute. The work requires a meticulous examination of the application and the letters of sponsors and references, and a special investigation of the applicant if such is indicated by the record, and all must be done without bias or emotion, but with a strict sense of ethics and in accordance with the spirit and intent of the Constitution and Bylaws of the Institute in its efforts to maintain the high standards required for Certification of Professional Geologists.
- Section 3. The review of all applications for membership in the Institute shall originate with the Chairman of the Screening Board, who shall maintain a log showing receipt and disposition of each application, and a record of action taken by the Board. He shall transmit the application to a Member, or Members, of the Board for the purpose of reviewing the application and making whatever investigation may be necessary.

At the conclusion of the investigation, the Chairman shall sign the endorsement on the application, indicating the recommendation of the Board to approve or not approve, and noting if the recommendation of the Board is unanimous. If the recommendation is not unanimous, the Chairman shall note the number opposing the recommendation.

The Chairman shall preserve all inquiry material in strict confidence, except that all pertinent material relating to an application may be reviewed by the Executive Committee of the Institute when called for. The files relating to the investigation shall be kept by the Chairman until the final recommendation has been made, whereupon the application and all of the inquiry material and supporting data shall be forwarded to Institute Headquarters as a part of the dossier of the applicant. Applications upon which action has not been completed by the end of the term of office of the Chairman will be transmitted to his successor.

ARTICLE XII

MEETINGS

- Section 1. The Annual Meeting of the Section, for the transaction of business, shall be held at such time and place as may be prescribed by the Executive Committee.

- Section 2. Special meetings of the Section may be called with the consent of the majority of the Executive Committee.
- Section 3. Notice of the date, time and place of the Annual Meeting, or of a special meeting, shall be mailed to all Members not less than fifteen (15) days before the date of said meeting.
- Section 4. A quorum for any meeting shall be ten percent (10%) of the Members eligible to vote, but in no event shall a quorum be less than five (5) Members.
- Section 5. A Member eligible to vote may name a proxy to cast his vote, provided the proxy is presented for certification by the Secretary before the meeting is called to order.
- Section 6. "Robert's Rules of Order" shall be the authority for all parliamentary questions and procedures not specifically defined herein.

ARTICLE XIII

COMMITTEES

- Section 1. The President shall appoint Section committees to perform the same functions as the Standing Committees of the Institute, using the same committee names, but with the number of members depending on the availability of Members in the Section. The purpose of these committees is to support the work of the same committees of the Institute, and to provide liaison with the Institute programs in the respective areas.
- Section 2. The President is authorized to appoint any ad hoc or special committees as may be needed for special projects and functions of the Section.

ARTICLE XIV

FINANCES

- Section 1. The annual dues of the Section shall be determined by the newly elected Executive Committee for the fiscal year of their service in office, but in no event shall the annual dues exceed \$5.00 unless the amount in excess of \$5.00 has been approved by an affirmative vote, by ballot, of a majority of the Members eligible to vote. The Treasurer shall notify Institute Headquarters of the amount of the Section annual dues on or before October 15.
- Section 2. The fiscal year of the Section shall be the calendar year.
- Section 3. Funds of the Section shall be disbursed by the Treasurer, with approval of expenditures by the Executive Committee.
- Section 4. Any Member who fails to pay annual dues in the manner defined in Article X, Section 3 B, Bylaws of the Institute, on or before March 31, shall be denied the right to vote on Section business, or to hold Section office.
- Section 5. Special assessments may be levied by the Section upon recommendation of the Executive Committee, and an affirmative vote, by ballot, of a majority of the Members eligible to vote. Special assessments shall be collected by the Treasurer of the Section. Any Member who fails to pay a special assessment shall lose his right to vote on Section business or to hold Section office until such special assessment has been paid.

ARTICLE XV

ETHICS

The Code of Ethics of the Institute shall be the Code of the Section, and it shall be the duty of every Member to maintain these standards and to report any deviation to the Institute as provided in Article II, Section 6, Bylaws of the Institute.

ARTICLE XVI

DISSOLUTION

Upon dissolution of the Section, the Executive Committee shall pay, or make provision for payment of all debts and other liabilities of the Section, and dispose of all remaining assets of the Section by donating these assets to the Institute.

ARTICLE XVII

AMENDMENTS

- Section 1. These Bylaws may be amended by an affirmative vote of two-thirds of the Members eligible to vote and present at an Annual Meeting, provided that the proposed amendment has been approved by the Executive Committee, or is contained in a written petition signed by at least twenty percent (20%) of the Members of the Section, and is presented for discussion at an Annual Meeting.
- Section 2. These Bylaws may also be amended or altered by a mail vote of the Members of the Section, provided the proposed amendment has been approved by the Executive Committee, or is contained in a written petition signed by at least twenty (20%) of the Members of the Section. A copy of the proposed amendment, and an appropriate ballot, shall be mailed to each Member of the Section. A majority affirmative vote of the ballots received within thirty (30) days after the mailing of the ballot is required for adoption of an amendment.
- Section 3. These Bylaws may not be amended or altered in any manner that will bring them into conflict with the Constitution and Bylaws of the Institute. Any amendment or alteration of these Bylaws must be submitted to the Executive Committee of the Institute for approval.

ADOPTION

The foregoing seventeen (17) Articles of the Bylaws of the Georgia Section of the American Institute of Professional Geologists were adopted by a majority of the Certified Professional Geologists residing in the State(s) of Georgia, on the 14 day of October, 19 81, at Atlanta, Georgia.

Earl G. Hoover, Interim Section President