

CONSTITUTION AND BY-LAWS
OF THE
RICHMOND JOINT ENGINEERS' COUNCIL

CONSTITUTION
Revised: Dec. 2002

ARTICLE I – NAME

Sec. 1. - The name of this organization shall be the Richmond Joint Engineers' Council.

ARTICLE II – PURPOSE

Sec. 1. - Promote Engineering Education and National Engineers' Week in the Richmond/Petersburg (Tri-Cities) Metropolitan Areas of the Commonwealth of Virginia.

Sec. 2. - Provide a forum for the discussion of issues and activities of common interest that may be brought before it by member societies, community groups, institutions, or persons.

Sec. 3. - Promote the dissemination of knowledge and information by means of meetings, newsletters, and publications relating to the art and science of engineering in general.

Sec. 4. - Notwithstanding any of the foregoing provisions which may be construed to the contrary, RJEC shall not engage in any activity which is not educational, scientific, or charitable within the meaning of Section 501 © (3) of the 1986 Internal Revenue Code; and on dissolution of RJEC, its assets shall be distributed proportionally among societies in good standing and operated for similar educational, scientific, or charitable purposes. No part of the income or principal of the Corporation shall inure to the benefit of or be distributed to any Member, Director, or Officer of the corporation or any other private individual. No part of the activities of the Corporation shall be the carrying on of propaganda or otherwise attempting to influence legislation.

ARTICLE III – MEMBERSHIP

Sec. 1. - The membership of the Council shall consist of engineering, scientific, and technical societies in the Richmond/Petersburg Metropolitan Areas of Virginia. Invitations to join this Council may be extended to recognize engineering, scientific, and technical societies by a vote of the member societies in good standing.

Sec. 2. - A member society may be put on "inactive" status, or suspended, with loss of voting rights and membership privileges for non-payment of dues.

Sec. 3. - One delegate and one vote will represent each member society of the Council that is in good standing. Each delegate should have an alternate appointed to insure his society's representation at each Council Meeting. Societies may have additional participants working to assist RJEC meet all of its goals and obligations, but each society will only have (1) official delegate. Additional participants will not be considered when determining a quorum.

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The delegate should be a past or present member of the participating society's executive committee or governing board and shall be appointed to the Council by the member society, by June of each year.

The alternate delegate shall be appointed by the respective society and may change as deemed necessary by the society.

ARTICLE IV – OFFICERS

Sec. 1. - Officers shall be elected and installed by the Society delegates at the last meeting of the retiring council in May of each year. The first official meeting of the new fiscal year will be held in August.

Sec. 2. - The officers of the Council will be the Chair, Chair-Elect, Vice-Chair, Secretary/-Newsletter Editor, Treasurer, and Historian. They are to serve for a term of one (1) year or until their successors are elected.

- a) The Historian will be appointed by the Chair and will serve as an officer.
- b) No more than one officer may be elected from the same member society within the same year.
- c) During their term of office, the officers should represent the Council and as such should not serve as delegates of their respective member societies.
- d) Exception to c): In the case where a society has only one person willing to represent them on the council, that representative may serve in a dual capacity as an officer of RJEC and as a delegate of their respective Society.

Sec. 3. - The Past Chair, not serving as a delegate of a member society, will be eligible to serve in an ex-officio and advisory capacity for one (1) year.

ARTICLE V – GOVERNING BODY

The Council shall be governed by a Board of Delegates, which shall consist of the Societies delegates and the officers of the Council.

ARTICLE VI – FINANCIAL RESPONSIBILITY

Sec. 1. - The Council will not be liable for financial responsibility nor for the acts of the member societies nor shall it, in turn, take action that involves financial responsibilities for the member societies.

Sec. 2. - No member of the Council shall engage in or sign any agreement or contract without a majority vote of the officers. The Treasurer must be informed of any such agreements prior to signing or entering into the agreement to determine the financial impact of said agreement.

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Sec. 3. - Every officer will be allowed to approve expenditures of up to \$50 for operation of the council on an event-by-event basis. Receipts should be turned in to the Treasurer for refund of said expenditure.

ARTICLE VII – FINAL DISTRIBUTION OF FUNDS

Sec. 1. - If the Council is disbanded, any funds of the Council after payment of debts will be disbursed proportionally among the societies in good standings (paid their dues) at the time of disbandment. Additionally, said societies must comply with Article II, Section 4 above.

ARTICLE VIII – ELECTION AND MEETINGS

Sec. 1. - Officers shall be elected annually as provided in the Bylaws.

Sec. 2. - Meetings shall be held at the time and place approved by the Board of Delegates. The Council shall furnish meeting notification to all members with a minimum advanced notice of four (or five) business days. Notification can be sent through any media accessible to members.

ARTICLE IX – BYLAWS

Sec. 1. - A two-thirds majority vote of the Council Officers, Board of Delegates representing Member Societies, and available Past Chairs from the previous three (3) years at a duly constituted regular or special meeting shall have the power to pass, repeal, or modify any Bylaws. Such revisions shall become effective upon approval by the Council.

ARTICLE X – AMENDMENTS/CHANGES

Sec. 1. - Amendments/changes to this Constitution may be proposed by any Council Officer or Delegate or by any officer of a member society that is in good standing of the Council. A proposed amendment/change shall be submitted in writing to the Secretary of the Council and signed by the Chairman/President, or designated Officer, of the Society proposing the amendment. The Chairperson of the Constitution and By-Laws committee may also propose amendments/changes.

Sec. 2. - Proposed amendments/changes to this Constitution shall be presented in writing to the Council membership one (1) month in advance of formal action. Written notice of the vote on the proposed amendment(s) shall be sent to all Council Officers and Delegates and Chairmen or Presidents of member societies in good standings at least 14 days before vote is to be taken.

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Sec. 3. - To become effective, proposed amendments/changes to the Constitution must be affirmatively voted upon by two-thirds of the Council Officers and Delegates of Member Societies in good standing who are participating in the vote, with each society having one (1) vote, at a duly constituted regular or special meeting. There must be a minimum affirmative vote of 20 percent of the Society Members in good standing. The Secretary shall notify the Council Membership of all approved amendments/changes to the Constitution.