

BY-LAWS
OF THE
LOS ANGELES COUNTY BAR ASSOCIATION
SECTION ON
STATE AND LOCAL GOVERNMENT LAW PRACTICE

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BY-LAWS

**OF THE
LOS ANGELES COUNTY BAR ASSOCIATION
SECTION ON
STATE AND LOCAL GOVERNMENT LAW PRACTICE**

ARTICLE I

NAME

This organization is known as the Los Angeles County Bar Association (“Association”) Section on State and Local Government Law Practice (the “Section”).

ARTICLE II

PURPOSES

The purposes of the Section include enhancement of the knowledge of the members of the Section and of the Bar and of the citizenry generally, of the organization and operations of, procedural and substantive rules pertaining to, and the laws and statutes concerning the powers, limitations, and liabilities of state and local government agencies in California; the formation and effective operation of committees to assist in the activities of the Association; and otherwise to further the interest of the Association and of the legal profession.

In addition, the Section provides a forum for discussion of current legal issues affecting state and local government agencies, including their legislative and administrative branches. The Section also serves as means of communication between attorneys representing governmental agencies, including staff members of city attorneys, the County Counsel, and the Attorney General.

ARTICLE III

MEMBERSHIP

Any member of the Association is eligible for membership in the Section. The prerequisite to membership is the payment of dues required of the Section members for the current fiscal year.

ARTICLE IV

OFFICERS

The officers of the Section are as follows: Chair, Vice-Chair, Second Vice-Chair and Secretary. In accordance with ARTICLE X, SECTION 6, of the By-Laws of the Association, the officers of the Section are to be elected annually by the Section's members.

ARTICLE V

DUTIES OF OFFICERS

SECTION 1. CHAIR. The Chair as chief executive officer presides at all meetings of the Section and of the Executive Committee. The Chair may

exercise such other executive powers and perform such other duties as are consistent with these By-Laws and with the By-Laws of the Association.

SECTION 2. VICE-CHAIR. The Vice-Chair, and, if absent or unable to act, the Second Vice-Chair, performs all duties of the Chair during the latter's absence or inability to act, and when so acting has all the powers of, and is subject to all the restrictions upon, the Chair. The Vice-Chair and Second Vice-Chair may exercise such other powers and perform such other duties as are consistent with these By-Laws and which, from time to time, may be assigned by the Chair or by the Executive Committee.

SECTION 3. SECRETARY. The Secretary is responsible for recording minutes at each meeting of the Section, of the Executive Committee, and of any standing committees, distributing these minutes, notifying members of meetings of the Section and its committees, and publicizing announcements of these meetings.

SECTION 4. TERM. The term of office of each of the officers commences on the first day of July of each year, and ends on the last day of June of the following year.

ARTICLE VI

EXECUTIVE COMMITTEE

SECTION 1. MEMBERSHIP. The officers, and any additional persons appointed by the Chair, including those specified in this SECTION 1, constitute the Executive Committee. The Executive Committee may consist of no more than twenty (20) active Section members, including all the officers of the Section, the Chairs of the standing committees, and the immediate past Chair of the Section if that person remains a member of the Section. In appointing the members of the Executive Committee for each year, the Chair must make an effort to appoint at least two Section members who did not serve on the Executive Committee during the previous year.

SECTION 2. TERM. The term of office of each member of the Executive Committee runs concurrently with the term of office of the officers of the Section. During the interim between annual elections, the Executive Committee may fill vacancies on the Executive Committee and in the offices.

SECTION 3. DUTIES. The Executive Committee supervises and directs the affairs and determines the policies of the Section, in accordance with these By-Laws and the By-Laws of the Association. It is authorized to take action in the name of the Section during intervals between meetings when necessary or desirable.

SECTION 4. MEETINGS. The Executive Committee may act at a meeting duly called by a poll of each of its members. A majority of the Executive Committee constitutes a quorum to transact business. Meetings may be called by the Chair, or by a majority of the Executive Committee. Notice of a meeting

must be given to the members of the Executive Committee not less than two days prior to the meeting. A poll of the members of the Executive Committee may be conducted by the Chair by telephone, facsimile, or mail.

SECTION 5. DUES. The Executive Committee has the authority to assess annual dues for Section membership in a amount not to exceed Twenty-Five Dollars (\$25) per person.

ARTICLE VII

COMMITTEES

SECTION 1. STANDING COMMITTEES. The Chair may appoint members to the following standing committees of the Section, which will be composed of not less than two nor more than ten (10) Section members. The Chair and Vice-Chair, if any, of each standing committee will be selected by the Section Chair.

- a. Legislation Committee** has responsibility for studying pending legislation and proposing new legislation pertaining to state and local government.
- b. Litigation Committee** has responsibility for reviewing pending litigation and making recommendations with respect to amicus curiae briefs.
- c. Program and Continuing Legal Education:** has responsibility for studying and disseminating information on issues affecting state and local government law practice, programs and speakers for regular Section meetings.

SECTION 2. INTERIM COMMITTEES. The Chair has the power, without Executive Committee approval, to appoint any interim committees that may be necessary or desirable for the purposes of furthering the objectives of the Section.

SECTION 3. TERM. The term of the Chair, Vice-Chair, and members of each committee runs concurrently with the term of office of the Section officers.

ARTICLE VIII

MEETINGS OF MEMBERS

SECTION 1. MEETINGS. The Section will hold regular meetings of its members during each year. Meetings of the members may be called by the Chair, Vice-Chair, or by a majority of the members of the Executive Committee.

SECTION 2. NOTICES. Notice of the time and place of all meetings must be given to all members at least five days in advance.

SECTION 3. QUORUM. The members of the Section present constitute a quorum for the transaction of business at any meeting of the Section. Action must be by a majority vote of the members present.

SECTION 4. RULES. All meetings of the Section will be conducted in accordance with Robert's Rules of Order Revised.

SECTION 5. APPROVAL OF ACTIONS. No report, recommendation, news release or other action of the Section or of any Committee of the Section , may be construed as the action of the Association unless it has been approved

by the Executive Committee and the Board of Trustees of the Association, or the Association's designated representative or committee.

ARTICLE IX

AMENDMENTS TO BY-LAWS

These By-Laws may be amended by a majority vote of a quorum present at any Executive Committee meeting duly called or by a two-thirds vote of the members of the Executive Committee polled in accordance with the provisions of ARTICLE VI, SECTION 4, of these By-Laws.

ARTICLE X

ELECTIONS

SECTION 1. TIME. The Section will hold a regular annual election for the election of officers. The date of that election is May 15th of each year, unless that date falls on Saturday, Sunday, or a holiday, in which event the next business day is the election day. The terms of officers begin on July 1st.

SECTION 2. NOMINATING COMMITTEE. There will be a three-members Nominating Committee appointed by the Chair of the Section from active Section members. The Nominating Committee must nominate one or more members of the Section for the offices of Chair, Vice-Chair, Second Vice-Chair, and Secretary. The written report of the Nominating Committee, stating

the names of the persons so nominated, must be forwarded to the Chair of the Section at least 45 days prior to the date of the regular annual election. The names of those persons nominated by the Nominating Committee must be mailed to the general membership of the Section.

SECTION 3. ADDITIONAL NOMINATIONS. Additional nominations for any office may be made by filing, with the Chair of the Section, at any time prior to 30 days before the annual election, a written nomination signed by at least 20 members of the Section who are entitled to vote.

SECTION 4. ELECTION BY PROCLAMATION. If the nominating Committee nominates only one candidate for each office, and if no one is nominated in accordance with SECTION 3 of this ARTICLE, then the slate as nominated will be declared to have been unanimously elected.

SECTION 5. BALLOTS. Unless SECTION 4 is applicable, a ballot containing the names of the nominees for each office with a blank write-in space after each office, must be mailed to each member of the Section entitled to vote not later than 15 days prior to the annual election date. The ballots will be in a form and contain such instructions as may be prescribed by the Executive Committee. Each member is entitled to vote for a nominee, or other member of the Section, for each office to be filled at the election.

SECTION 6. VOTING. Ballots must be received at the Association office in accordance with the instructions furnished with the ballot not later than 4:00 p.m. on the election day, at which time the voting ceases and the polls close.

SECTION 7. VOTE TABULATION. Immediately upon the close of the balloting, the votes will be canvassed and tabulated by the Association staff in accordance with standard procedure, and the results will be reported in writing to the Executive Committee of the Section. The Chair will send a written report of the results of the election to the Section members of the Section.

SECTION 8. VOTES TO ELECT PLURALITY REQUIRED. A plurality of votes cast will elect a nominee. If two or more candidates for one office receive an equal number of votes, a ballot containing the names of those candidates must be distributed and voted upon at the first regular monthly meeting after the date of the election.