

Constitution & By-Laws of the Beaufort Regional Civil Engineer's Club, South Carolina

Article I. Name

The name of this organization shall be "The Beaufort Regional Civil Engineer's Club", and shall be referred hereinafter as the "Club".

Article II. Purpose

The Club shall be dedicated to the advancement, association and professional development of the practice of Civil Engineering and those professionals engaged in the art of Civil Engineering.

Article III. Membership

Membership in the Club shall be divided into three categories: "Members", "Associate Members", and "Student Members".

- a. A member shall be either a civil engineering graduate of an engineering college or university of approved standing, or shall be registered to practice a recognized branch of civil engineering by a state board of engineering examiners.
- b. An associate member shall have at least an associate degree from a college of recognized standing in a profession closely related to civil engineering, or shall be engaged in assisting professionally in the civil engineering field.
- c. A student member shall be not less than 18 years of age at the time of admission, and shall be enrolled in a college of recognized standing and majoring in Civil Engineering or a program closely related to civil engineering or a student enrolled in a STEM or engineering program at the high school level. Any student member shall be in good academic standing with a grade point average of 2.0 or better (on a 4.0 scale).
- d. A retiree membership shall be available for engineers that are no longer practicing or are not full time residents of the Beaufort area. Retiree members will not be required to pay annual dues.
- e. Not more than twenty-five percent (25%) of the Club membership shall be comprised of the sum total of associate members, retiree members, and student members. The 25% may only be exceeded by those who are associate members or student members at the time of the adoption of this provision of the Constitution or if the percentage is exceeded due to a reduction in club membership. In such a case associate and student members shall be fully entitled to continue in their current capacity.
- f. Rights of members and associate members: Members and associate members shall have equal right to vote on all matters affecting the Club. Only members shall be eligible to obtain officer positions. Members and associate members shall be equally eligible for all committee responsibilities.
- g. Rights of Student Members: Student members shall not have the right to vote on matters affecting the club nor may they be eligible to hold Club office positions. Student members shall have the right to serve a supporting role on any committee. A student member shall not be permitted to serve as the chairperson of any committee unless permitted by the President.
- h. As used hereinafter, the term "Member" shall be considered to apply equally to all members and associate members, except as expressly limited by this Article or other Articles of the constitution, or by the By-Laws. The term "Member" shall not be applied to a student

Constitution & By-Laws of the Beaufort Regional Civil Engineer's Club,
South Carolina

member unless specifically stated.

- i. Any member, associate member, or student member may be expelled, suspended, or censured by an affirmative vote of not less than two-thirds (2/3) of the majority of the members of the Executive Committee who consider the conduct of such member prejudicial to the welfare of the engineering profession or of the club.

Article IV. Officers and Administration

The officers of the Club shall be the President, the Vice President, the Secretary, and the Treasurer. These officers, collectively the Executive Committee, shall be elected annually by the members as detailed in this Article.

In the event the office of President becomes vacant prior to end of the fiscal year, the Vice President shall automatically succeed to that office. The succeeding president shall not have authority to reselect elected officers unless those officers voluntarily abandon their positions. In the event any other office similarly becomes vacant prior to the end of the fiscal year, it shall be filled by a majority vote of the remaining officers.

- a. Members shall be notified by electronic notice at least two weeks prior to the meeting scheduled for the nomination and election of officers.
- b. The nomination of officers shall be presented to the membership in attendance at the meeting.
- c. Members or student members may also make nominations for officers from the floor at the meeting.
- d. The election of officers for the ensuing fiscal year shall be by a majority vote of the members in attendance.

Article V. Duties of Officers

The President shall be an active member of the Club and in good standing. He/she shall supervise the affairs of the Club and shall preside at all meetings of the Club. In addition, he/she shall act as the Chairman of the Executive Committee. He/she shall, with the assistance of the Executive Committee, select the Chair people for the Club Committees.

The Vice President shall be an active member of the Club and in good standing. He/she shall preside in the absence of the President.

The Executive Committee shall be the legal representative of the Club and, as such, shall have full control of the management of the affairs of the Club. It shall have power to expend funds of the Club, but must not incur indebtedness beyond the funds available. All questions brought before the committee shall be decided by majority vote of the committee.

Constitution & By-Laws of the Beaufort Regional Civil Engineer's Club,
South Carolina

The Secretary shall be an active member of the club and in good standing. It shall be his/her duty to attend and duly record the proceedings of all meetings of the Club, Executive Committee meetings, and special-called joint committee meetings. He/she shall maintain the membership records of the Club and shall receive applications from prospective members for disbursement to the Membership Committee.

The Treasurer shall be an active member of the Club and in good standing. He/she shall maintain the funds of the Club in a financial institution providing, but not limited to, checking and savings account services. He/she shall collect all moneys due the Club and deposit them in the appropriate Club account within 48 hours of receipt. He/she shall pay all bills against the Club as approved by the President or Executive Committee. He/she shall make verbal report on the collections and expenditures of the funds of the Club for the previous month at each monthly meeting.

Article VI. Duties of Committees

Committees will be created as necessary by the President and officers of the Club. All Committees shall be comprised of at least one Chairman. Committee members, with the exception of the Executive Committee, shall be chosen by the Committee Chairman, as he/she sees fit, to accomplish the duties of the committee.

The Executive Committee shall have duties and members as established in this Constitution.

All other committees necessary for the management of the Club shall be designated and have their duties assigned by the President.

Article VI. Amendments and By-Laws

The Constitution may be amended by a vote of the majority of the members present at a regular meeting. Members are to be notified by electronic notice at least two weeks prior to the vote. The written notice shall include the text of the Constitution to be amended and the amendment. The By-Laws may be amended, repealed, or added to, by a vote of a majority of the members present at a regular meeting. Members are to be notified by electronic notice at least two weeks prior to the vote. The written notice shall include the text of the By-laws to be amended and the amendment.

Constitution & By-Laws of the Beaufort Regional Civil Engineer's Club, South Carolina

By-Laws

Fees and Dues

All members shall pay annual dues of fifty dollars (\$50.00).

Corporate sponsorships shall also be available on the following schedule:

- \$600 Club Sponsor (unlimited number available). This includes 2 memberships and recognition on all Club forums, meetings, events and corporate logo on club correspondence.
 - \$1200 Corporate and Meeting Sponsorship (6 sponsorships available). This includes 4 memberships, recognition as meeting sponsor and option to be presenter. Presentations should be approximately 1 hour education topic at the designated date, as instructed by elected officers. Education topic should be submitted 3 weeks prior to presentation date for review by elected officers. Each corporate membership includes recognition at all Club forums, meetings, events and corporate logo on club correspondence.
- a. The fiscal year of the Club shall begin on July 1st and terminate on June 30st. Annual dues shall be due on July 1st of the fiscal year covered by said dues. It shall be the duty of the Secretary to notify each member in writing before the June meeting of the amount due from the said member for an ensuing year.
 - b. Non-members may attend 1 meeting as a guest or prospective member, and thereafter be charged \$25.00 to attend meetings.

Any member whose dues have not been paid by September 1st shall have their name removed as a member of the Club.

Membership Application

Any person desiring to become a member, associate member, or student member must complete an application form provided by the Club. Each application shall include a concise statement of the applicant's qualifications. Applications shall be forwarded to the Secretary, who shall submit them to the officers. The Officers shall review the application for associate or student membership.

Time and Place of Meetings

Meetings of the general membership shall be held on or around the third Thursday of each odd numbered month and shall be evening meetings. The place of meeting shall also alternate between North of the Broad River and South of the Broad River, so as to promote attendance across the region. In the case where events would make it inconvenient for members to attend, the Officers shall have authority to postpone a meeting and reschedule as appropriate.

Scholarship Fund

- a. Ten dollars (\$10.00) of the fifty dollars (\$50.00) annual dues, shall be set aside for a scholarship fund reserve to be disbursed only as specified elsewhere in this section. The

Constitution & By-Laws of the Beaufort Regional Civil Engineer's Club,
South Carolina

scholarship award shall begin when the Club has accrued enough funding to support an annual award. The Treasurer shall deposit and account for these funds.

- b. The scholarship shall be limited to a student or students from the Beaufort region.
- c. The scholarship(s) shall be granted to a full-time student or students enrolled in a Civil Engineering curriculum at an accredited college or university in the state of South Carolina.
- d. Applicants shall be reviewed by the Officers, and a recommendation for the proposed recipient(s) shall be made to the Club membership. Award shall be made according to a majority vote of members present at a regular meeting.
- e. The recipient(s) shall be entering his/her junior college year when initially awarded the scholarship. Award will be limited to two (2) successive college years for any one recipient. The cumulative award amount will not be more than five hundred dollars (\$500.00) per academic semester and will not exceed one thousand dollars (\$1000.00) per academic year. This amount shall not exceed 25% of the available funds at the close of the previous fiscal year and shall not be supplemented by Club funds in any amount unless as directed by a majority vote of the members present at any regular meeting, having all members been notified two weeks prior to the vote.
- f. The award may be supplemented by contributions in any amount from other individuals or organizations. These other contributions will be administered by the Club.
- g. Payments will be made directly to the college or university at the beginning of each term to be credited to the college account of the recipient(s).
- h. Continuance of funds after the initial award will be contingent on the recipient's academic attainment of a grade of "C" (2.0) or better for the previous term. Recommendation for continuance will be made by the Scholarship Committee. The decision for a continuance at each term will be made by a majority vote of members present at any regular meetings.

Expenditures

All expenses of the Club shall be met by payments made by check or electronic transfers, issued by the Treasurer of the Club, as directed by the President or Executive Committee.

Officers and committee chairmen may pay bills as required by their duties and be reimbursed by the Treasurer on presentation of the receipt, provided such expenditures have been authorized by the President or Executive Committee.