

TEXAS SOCIETY OF PROFESSIONAL SURVEYORS

CHAPTER CONSTITUTION

PREAMBLE

Recognizing that the ancient profession of land surveying is now, more than ever, a vital social and economic influence in the State, the Chapter of the Texas Society of Professional Surveyors does hereby dedicate itself to the advancement of the surveying profession so as to serve both the public interest and the interests of its members.

ARTICLE I. OBJECTIVES

The Deep East Texas Chapter of the Texas Society of Professional Surveyors shall be a non-profit organization, chartered under the provisions of Article XII of the Constitution of said Society, whose objectives shall be:

To advance, in the broadest sense, the profession of surveying and mapping in the area served by the Chapter; to aid and contribute to the education of its members and the general public in attaining high surveying standards, both technical and ethical; to provide a local headquarters for a closer association of its members and to provide for local meetings.

ARTICLE II. DEFINITIONS

In this Constitution, unless the context or subject matter otherwise requires, the following definitions shall apply:

"Director" means a Director of the Deep East Texas Chapter.

"Officer" means an Officer of the Deep East Texas Chapter.

"Board" or "Executive Board" means the Board comprised of Directors and Officers of the Deep East Texas Chapter.

"Registered" or "Registered Surveyor" means any person who is registered under the Land Surveying Practices Act of 1979 (V.T.C.S. Article 5282c), as amended in 1989, to the Professional Land Surveying Practices Act, and all amendments thereto.

"Member" and "Membership" designates individually and collectively those persons of all classes of membership, as defined in Article IV hereof, who shall become a member of the Chapter.

"Member in good standing" designates any member of the Texas Society of Professional Surveyors and any member of a local Chapter whose dues are currently paid and who is not subject to any disciplinary action by either said Society or Chapter.

ARTICLE III. NAME AND LOCATION

Section 1. The name of this organization shall be the Deep East Texas Chapter of the Texas Society of Professional Surveyors.

Section 2. The area in which the activities of the Chapter shall be conducted, after approval by the Board of Directors of the Texas Society of Professional Surveyors, shall consist of the following counties: Jefferson, Orange, Hardin, Tyler, Jasper and Newton. The Charter of the Chapter may be revoked or amended at any time by the said Board.

Section 3. The headquarters of the Chapter shall be located in Beaumont, Texas, and the place of meeting shall be selected by the Executive Board.

ARTICLE IV. MEMBERSHIP

Section 1. Only members in good standing in the Texas Society of Professional Surveyors shall be eligible for membership in the Deep East Texas Chapter. Any such member of the Texas Society of Professional Surveyors may become a member of the Deep East Texas Chapter upon approval of his application by the Executive Board and upon payment of the annual dues.

Section 2. Any member of another Chapter whose dues are currently paid and who shall change his domicile to the area served by the Deep East Texas Chapter may, at his election, affiliate with the Deep East Texas Chapter without any further payment of dues for the fiscal year.

Section 3. There shall be six classes of membership, namely: Registered Member, Associate Member, Affiliate Member, Life Member, Honorary Member and Student Member. The classification of each member in the Chapter shall be the same as that held in the Texas Society of Professional Surveyors.

Section 4. The rights and prerogatives of members in the affairs of the Deep East Texas Chapter shall be as follows:

- a. Registered members may hold any office and may vote.
- b. Associate/Surveyor Intern members may hold any office except President and may vote.
- c. Affiliate members may hold the office of Secretary-Treasurer only and may not vote.
- d. Life members shall have the same rights and prerogatives to which they were entitled before attaining life membership.
- e. Honorary members shall not be eligible to vote or hold office.
- f. Student members are any student of a School of Higher Education (College Level) recognized by the Board, who is interested in surveying. Student members shall not be eligible to vote or hold office in the Chapter.

Section 5. A member expelled or suspended from the Texas Society of Professional Surveyors shall be automatically expelled or suspended from the Deep East Texas Chapter.

Section 6. A member may be expelled from the Chapter, suspended for a specified length of time, or reprimanded for a willful disregard of the Chapter's principles and objectives and for professional conduct detrimental to the Chapter's welfare. Expulsion, suspension or reprimand shall require a two-thirds vote of the entire Board, and thirty days notice of the charges against the offending member shall be given in order that the offending member may be present and heard at the hearing on such action. Any member of the Chapter who is disciplined by the Executive Board shall forfeit all rights and prerogatives in Chapter affairs according to the terms of the disciplinary action taken. Any officer or director of the Chapter against whom disciplinary charges are pending shall be disqualified from service on the Executive Board only while the Executive Board is conducting hearings on the charges brought against the offending member.

Section 7. Any disciplinary action approved by the Executive Board shall not affect the status of the individual's membership in the Texas Society of Professional Surveyors, but the Executive Board shall keep the president and Secretary-Treasurer of the Society fully informed of the charges made, the evidence presented and the action taken.

ARTICLE V. OFFICERS AND BOARD

Section 1. The officers of the Deep East Texas Chapter shall consist of a President, First Vice-President, Second Vice-President, and a Secretary Treasurer.

Section 2. There shall be an Executive Board containing ten members which shall consist of: the immediate past President, the immediate past Secretary-Treasurer, the four elected directors and the officers of the Chapter. The President of the Chapter shall act as Chairman of the Executive Board.

Section 3. Each officer and director may be re-elected. In the event that the President and the Secretary-Treasurer are re-elected, the number of members on the Executive Board shall be reduced accordingly.

Section 4. The duties of the officers and the Executive Board shall be in accordance with the Bylaws.

ARTICLE VI. COMMITTEES

Section 1. Standing committees to handle the affairs of the Chapter shall be appointed by the President as soon as possible after the Annual Meeting. Each member of the Chapter and the President and Secretary-Treasurer of the Texas Society of Professional Surveyors shall be notified by mail within fifteen days after all standing committees are appointed. The duties and the method of appointment of standing committees shall be in accordance with the Bylaws.

Section 2. The President may at any time appoint special committees for such purposes as the President may deem fit.

Section 3. The terms of all committees shall expire at the close of the Annual Meeting following their appointment.

ARTICLE VII. ELECTION OF OFFICERS AND DIRECTORS

Section 1. All officers and directors shall be elected for the term of office and in the manner provided in this article.

Section 2. There shall be four directors elected for a term of two years, with two directors elected each year, except that in the first year in which the Chapter receives its Charter, two of the four directors shall be elected for a term of one year.

Section 3. In case of vacancies, officers and directors shall be appointed by the Executive Board to fill the unexpired term.

Section 4. The Nominating Committee shall nominate one or more candidates for each office and directorship to be filled. All candidates must be members in good standing of the Chapter and must be eligible to hold office as specified under Article IV hereof. Nominations may also be made by petition. Each such petition shall be signed by not less than ten (10) members, (at least two of whom must be Registered Members) who are eligible to vote and whose dues are currently paid. Said petition to the Chairman of the Nominating Committee. The names of all nominees of the Nominating Committee and the names of all those nominated by petition, if any, shall be submitted to the Executive Board by the Nominating Committee not later than thirty (30) days before the Annual Meeting. It shall be the duty of the Executive Board to ascertain if all candidates, including those nominated by petition, meet the qualifications for office as set forth in this Constitution and to approve all candidates so qualified. In the event any candidate is not qualified for the office to which the candidate has been nominated, the Executive Board shall select and substitute a qualified candidate for the office. Following approval of the slate of candidates by the Executive Board and not later than 14 days prior to the Annual Meeting, the Secretary-Treasurer shall mail a ballot, containing all nominees for each office, to all members of the Chapter eligible to vote. All ballots to be valid must be returned to the Secretary-Treasurer by 5 p.m. of the day before the Annual Meeting. The Secretary-Treasurer shall transmit all valid ballots to the Tellers Committee appointed by the President to tabulate votes. The Tellers Committee shall certify the result of the vote to the membership of the Chapter at the Annual Meeting.

Section 5. Any officer or director may be removed from office for neglect of duty, inefficiency or malfeasance. A two-thirds vote of the entire Executive Board, after a full hearing before the Board, is necessary for such removal.

Section 6. The new officers and directors shall be installed at the Annual Meeting and shall take office immediately upon the close of said meeting.

ARTICLE VIII. MEETINGS

Section 1. The kind, time and place of meetings shall be as provided in the Bylaws. In order to avoid conflict, no meeting of the Chapter membership shall be held less than two weeks before, or two weeks after, the Annual Meeting of the Texas Society of Professional Surveyors.

ARTICLE IX. AMENDMENTS TO CONSTITUTION AND BYLAWS

Section 1. All amendments to this Constitution and Bylaws must first be approved by a majority of the entire Executive Board before the amendments are submitted to the Chapter membership.

Section 2. After approval by the Executive Board, the Secretary-Treasurer shall mail a ballot containing the proposed amendments to all members of the Chapter eligible to vote, and all ballots to be valid must be returned to the Secretary-Treasurer within thirty (30) days from the date of mailing. A two-thirds affirmative vote of the entire Chapter membership voting shall be required for approval of any amendment.

Section 3. All amendments to this Constitution and Bylaws approved under the provisions of section 1 and 2 above must be submitted to and approved by the Board of Directors of the Texas Society of Professional Surveyors in order to become effective.

Section 4. The Board of Directors of the Texas Society of Professional Surveyors may amend this Constitution and Bylaws at any regular meeting and such amendments shall be binding upon the Chapter.

TEXAS SOCIETY OF PROFESSIONAL SURVEYORS

CHAPTER BYLAWS

ARTICLE I. FISCAL YEAR

Section 1. The name of this organization shall be the Texas Society of Professional Surveyors (TSPS) and the fiscal year of the Chapter shall terminate at the conclusion of the Annual Meeting which shall be held as specified in Article VII, Section 2. of these Bylaws.

ARTICLE II. DUTIES OF THE OFFICERS

Section 1. President. It shall be the duty of the President to preside at all meetings of the Chapter and of its Executive Board. The President shall be an ex-officio member of all committees except the Nominating Committee. The President shall appoint the chairman and members of all committees. The President shall delegate members to represent the Chapter.

Section 2. Vice-President. In the absence of, or in case of inability of the President to act, or at the request of the President, it shall be the duty of the 1st Vice-President, and other officers in order of precedence, to perform all the duties of the President.

Section 3. Secretary-Treasurer. The Secretary-Treasurer shall keep an accurate record of all proceedings of the Chapter and shall have custody of all official papers and records. The Secretary-Treasurer shall notify the membership of the Chapter of the various meetings as well as the slate of nominees for office. The Secretary-Treasurer shall keep in a separate book a copy of the Constitution and Bylaws of the Chapter, entering all amendments as they are adopted and approved, giving date of adoption and approval for reference in order to keep this official Constitution and Bylaws up to date. The Secretary-Treasurer shall notify officers, directors and delegates of their election or appointment and shall furnish committees with all papers referred to them. The Secretary-Treasurer shall keep a register of Chapter members available and shall distribute a Chapter roster to the membership once each year. The Secretary-Treasurer shall act as Secretary for the Executive Board. The Secretary-Treasurer shall conduct the correspondence of the Chapter and shall read all letters at the Chapter Meetings.

Section 4. The Secretary-Treasurer shall also keep an accurate record of all moneys of the Chapter which The Secretary-Treasurer shall deposit in a bank to be designated by the Executive Board. The Secretary-Treasurer shall receive all bills and shall pay same by check when so ordered by the President. The Secretary-Treasurer shall submit a report to the Executive Board when requested, within fifteen (15) days, of the moneys received and disbursed since the previous report. At the Annual Meeting, the Secretary-Treasurer shall submit a written report of the activities of the secretary-treasurer's office, including a complete financial statement of all collections and disbursements. All these records and moneys shall be turned over to the successor and the outgoing secretary/treasurer shall receive a receipt therefore.

Section 5. The Executive Board may, at their discretion, require the Secretary-Treasurer to be bonded and shall fix the amount of the bond. The bond shall be paid out of Chapter funds.

ARTICLE III. DUTIES OF EXECUTIVE BOARD

Section 1. The Executive Board shall have supervision of all matters pertaining to the Chapter. Whenever an emergency demanding immediate attention arises between regular meetings, it shall have the power to act for the Chapter. The action of the Executive Board shall be reported to the membership not later than the next regular meeting.

Section 2. The Executive Board shall meet at least once in each quarter of the year at the call of the President or upon the request of three of its members. A simple majority shall constitute a quorum at any Executive Board meeting.

ARTICLE IV. COMMITTEES

Section 1. There shall be five standing committees: Membership, Program, Public Relations and Education, Nominating and Audit. These committees shall be appointed by the President with the concurrence of a majority of the Executive Board.

Section 2. Membership. The Membership Committees shall solicit applications for membership, shall ascertain the eligibility and classification of the applicant, and shall submit same to the Executive Board. All applicants must meet the qualifications set out in Article IV of the Chapter Constitution. A current membership card shall be accepted as prima-facia evidence of membership in the Texas Society of Professional Surveyors.

Section 3. Program. The Program Committee shall plan and arrange programs which will advance the objectives of the Chapter.

Section 4. Public Relations and Education. The Public Relations and Education Committee shall serve as a contact committee between the Chapter and the general public, the press and other groups in furtherance of the objectives of the Chapter and the Texas Society of Professional Surveyors.

Section 5. Nominating. The Nominating Committee shall consist of three Registered members who shall be appointed by the President subject to ratification by the Executive Board. It shall nominate a slate of officers and directors for submission to the membership prior to the next Annual Meeting as provided in Article VII, Section 4, of the Chapter Constitution.

Section 6. Audit. The Audit Committee shall audit the books of the Secretary-Treasurer at any time an audit may deemed advisable by the Executive Board.

Section 7. Special. Special committees shall meet and report at the earliest possible date after appointment for their specific assignment.

ARTICLE V. DUES

Section 1. The annual dues of the Deep East Texas Chapter shall be fixed by the Executive Board, not to exceed one half the annual dues of TSPS in each classification per year except that Life members and Honorary members of the Texas Society of Professional Surveyors shall not be required to pay dues.

Section 2. Annual dues shall be payable on or before January 1 of each year. The Secretary-Treasurer shall mail a bill to each member before that date stating the amount of dues payable. Members failing to pay dues thirty (30) days prior to the Annual Meeting shall have their votes disqualified. Members in arrears one year shall lose all privileges of membership until such arrears are met and members more than two years in arrears shall be automatically dropped from Chapter rolls.

ARTICLE VI. OBLIGATIONS

Section 1. No obligations except normal operating expenses, shall be incurred. No continuing obligations may be assumed without a two-thirds approving vote of 50 percent of the Chapter membership.

Section 2. The payment of all normal expenses shall be approved by the President and paid by the Secretary-Treasurer.

ARTICLE VII. MEETINGS

Section 1. Regular Meetings. The Chapter shall convene at least once each quarter at a time and place selected by the Executive Board, although additional meetings may be held if desired. Notices of each meeting shall be mailed to the membership at least one week in advance.

Section 2. Annual Meeting. The Annual Meeting of the Chapter and installation of new officers shall be at least two week's prior to the Annual Meeting of the Texas Society of Professional Surveyors.

Section 3. Special Meetings. Special meetings of the Chapter may be called by the President upon his own volition, upon request of the Executive Board, or upon written request of ten members of the Chapter addressed to the President or the Executive Board. The purpose of the meeting shall be fully set out in the notice to the members, and said notices shall be mailed to the membership at least one week prior to the day of the meeting.

ARTICLE VIII. REPORTS TO THE TEXAS SOCIETY OF PROFESSIONAL SURVEYORS

Section 1. Two weeks prior to the Annual Meeting of the Texas Society of Professional Surveyors, a written report shall be submitted to the President and Secretary-Treasurer of the Texas Society of Professional Surveyors and to the Chapter Activities Committee giving the financial and membership status of the Chapter and presenting details of any business desired to be brought before the Texas Society of Professional Surveyors at its Annual Meeting. It shall be the duty of the President to supervise the preparation of this report and sign same. The President, or his duly appointed representative, shall present this report at the Annual Business Meeting of the Texas Society of Professional Surveyors.

Section 2. Any specific reports requested by the Texas Society of Professional Surveyors, other than those covered in Section 1, shall be submitted by the President or Secretary-Treasurer as required.

ARTICLE IX. AMENDMENTS

Section 1. These Bylaws may be amended in accordance with the provisions of Article IX of the Constitution of the Chapter.

ARTICLE X. PROPERTIES

Section 1. All properties, monies and records of the Deep East Texas Chapter shall become the property of and be surrendered to the Texas Society of Professional Surveyors at the time the Charter of the Deep East Texas Chapter is surrendered or revoked.

ARTICLE XI. RULES OF PROCEDURE

Section 1. The business of all meetings of the Chapter and the Executive Board shall be conducted in accordance with "Robert's Rules of Order."

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