

SOUTH JERSEY WATER PROFESSIONALS ASSOCIATION
CONSTITUTION AND BY-LAWS

CONSTITUTION

Preamble

WHEREAS, the rapid development of Southern New Jersey and vicinity makes desirable that concerted and organized action to be taken by those interested in the water supply industry, aid and assist each other in the proper performance of their duty, therefore be it.

RESOLVED, that these interested parties band together to form the South Jersey Water Professionals Association with the view of advancing the knowledge of design, construction, operation and management of water works and the encouragement of social intercourse amongst its members of a friendly change of information and experience, do therefore enact and declare the following as there Constitution and By-Laws and Rules of Order:

ARTICLE I

Section 1. This Association shall be known as the “South Jersey Water Professionals Association”, and shall consist of at least seven (7) active members and cannot dissolve as long as seven (7) active members in good standing object thereto.

Membership

Section 2. There shall be four classes of membership: viz: Active, Blue Drop, Vendor, & Honorary.

Active Membership

Section 3. Any person being a superintendent, manager, or other official of a private or municipal water works and/or engaged in the design, construction, sale, promotion or manufacture of water-works equipment or supplies and possessing a good moral character shall be eligible for active membership and as such shall be entitled to all privileges, including the right to a voice and vote at all times, at any meeting of the association.

Section 4. Election, expulsion or suspension of active members shall be by ballot at any stated meeting of the association and shall require a two-thirds vote of the members present, who are entitled to vote and voting in favor of the candidate's admission, expulsion, or suspension.

Blue Drop Membership

Section 5. The Blue Drop Membership shall include the pre-payment of five (5) bi-monthly meetings, seminars sponsored by the South Jersey Water Professionals, and one (1) Ladies Night Ticket.

Vendor Membership

Section 6. The Vendor Membership is equivalent to a Blue-Drop Membership where it entitles the Vendor to attend all dinner events thrown by the South Jersey Water Professionals Association. The vendor membership is transferable to any ONE person the vendor may choose to send. The representative of a Vendor Membership is entitled to ONE vote. Vendors are not required to purchase a Vendor Membership, but may purchase multiple memberships if they so desire.

Honorary and Life Members

Section 7. Honorary and life membership may be conferred upon any person as an expression of esteem in which the person so honored is held by the Association, provided it is agreeable to two thirds of the active members who are entitled to vote and voting in the affirmative. No dues shall be required of an honorary or life member under this section provided the person has been active in the Association a minimum of twenty-five (25) years.

Section 8. Honorary or life membership shall enjoy all the rights and privileges of an active member.

ARTICLE II

Officers

Section 1. The Officers of the Association shall be: President, First Vice President, Second Vice President, Financial Secretary, Recording Secretary, and Treasurer. There shall be a minimum of four (4) and no more than six (6) Trustees. The term of office for Officers shall be for two (2) years or until their successor is elected for a maximum of four (4) consecutive years in the office of President. The Trustees shall serve for three (3) years with a maximum of two (2) Trustees being elected each year.

Executive Committee

Section 2. The Executive Committee shall consist of the Officers of the Association.

Election of Officers

Section 3. Any active, honorary or life member shall be eligible to hold office and may be nominated and elected at the annual meeting or any meeting called for the purpose of nomination and election of officers. A majority vote of those present who are entitled to vote and voting shall be necessary to elect. Immediately following the election of officers, said elected officers shall assume the duties of same.

Salary of Officers

Section 4. Should the duties of any officer become voluminous, the Executive Committee shall have the power to arrange and provide for an annual salary or other compensation for said officer or officers.

ARTICLE III

Section 1. A minimum of thirty (30) active members shall be present at any meeting called by the Association to constitute a quorum for the transaction of business.

Section 2. A majority of the members of the Executive Committee shall be present at any meeting of the Executive Committee to constitute a quorum for the transaction of business.

ARTICLE IV

Amendments

Section 1. This constitution and By-Laws may be amended by a two-thirds majority vote of the members present, entitled to vote and voting, providing at least two (2) weeks notice has been given each member and that at the call of the meeting mention was made of a proposed change or changes in the Constitution.

BY-LAWS

ARTICLE I

Name of Association

Section 1. The name of this Association shall be the “South Jersey Water Professionals Association”.

ARTICLE II

Section 1. The President, First Vice President, Second Vice President, Financial Secretary, Recording Secretary, and Treasurer shall hold office for a period of two (2) years or until their successor is elected for a maximum of four (4) consecutive years in the office of President.

Section 2. The six (6) Trustees shall also serve for three (3) years with a maximum of two (2) Trustees being elected each year.

Section 3. Vacancies in office shall be filled by the President for the un-expired term.

ARTICLE III

Duties of Officers

President

Section 1. The President shall preside at all business meeting of the Association or Executive Committee and shall strictly enforce the laws, rules, and regulations of the Association, shall decide all questions of order subject to an appeal to the Association: (S)He shall appoint all committees, unless otherwise directed by the Association. (S)He shall not be entitled to vote except when electing officers, or when the members are equally divided on any question. (S)He shall perform such other duties as the Association may direct.

First Vice President

Section 2. The First Vice President shall, in the absence of the President, preside at all meetings of the Association or the Executive Committee. The First Vice President shall serve as chairman of the Program Committee and be responsible for assuring that a suitable notice of meetings is distributed to all members. The First Vice President shall additionally perform all other duties as may be assigned by the Association.

Second Vice President

Section 3. The Second Vice President shall, in the absence of the President and the First Vice President, preside at all meetings of the Association or the Executive Committee. The Second Vice President shall additionally perform all other duties as may be assigned by the Association.

Treasurer

Section 4. The Treasurer shall keep, in suitable books to be provided by the Association, a correct account of all monies received and paid out. The Treasurer shall not make any disbursements unless same are authorized by the Association or Executive Committee. (S)He shall deposit all money in his/her possession, belonging to the Association, in a National Bank or Trust Company; said institution shall have the approval of the Executive Committee. Said account to be in the name of the Association. The Treasurer shall present a financial report at each meeting of the Association or Executive Committee. The Treasurer shall submit his/her books, records, etc., for audit annually or at the will of the Association or Executive Committee. Upon retiring from office (S)He shall surrender all funds, books, records, etc. in his/her possession, belonging to the Association, within two weeks after the election of his successor.

Recording Secretary

Section 5. The Recording Secretary shall conduct all correspondence, and in suitable books provided by the Association, (S)He shall keep complete minutes and records of all meetings of the Association or Executive Committee. Upon retiring from office, the Recording Secretary shall surrender to his/her successor all books and letters in his/her possession, belonging to the Association, within two weeks after the election of his successor.

Financial Secretary

Section 6. The Financial Secretary shall collect all dues and shall send out notices annually advising each active member of his financial standing in the Association. Upon receipt of these dues, a membership card will be issued. The Financial Secretary shall maintain a roster of the membership status with dues posted therein. Upon retiring from office, the Financial Secretary shall surrender to his/her successor all books and letters in his/her possession, belonging to the Association, within two weeks after the election of his successor.

Executive Committee

Section 7. The Executive Committee shall conduct the affairs of the Association between meetings of the Association. They shall formulate plans and have charge of all property, etc., belonging to the Association. They shall perform such other duties as the Association may from time to time direct. Unless otherwise directed in the Constitution and By-Laws, a majority of the officers and Trustees shall constitute a quorum for the transaction of business. Unless otherwise provided in the Constitution and By-Laws, a majority vote of those present entitled to vote and voting shall be necessary to decide any question or issue.

ARTICLE IV

Dues

Section 1. The dues for this Association are as follows:

The dues are set forth by the South Jersey Water Professionals Association executive board members on a fiscal year basis.

Section 2. The fiscal year shall begin January 1, and shall terminate December 31. The annual dues shall be payable in advance and shall be due on January 1. Should a member be elected between the fiscal year period, (S)He shall be required to pay the first year's dues. (S)He shall become an active member immediately upon his selection as such. In case the application or a candidate for membership should be rejected, the applicant shall receive the full amount previously required to pay for dues.

ARTICLE V

Withdrawals

Section 1. Any member may retire from membership by giving notice to the Secretary to that effect and the payment of all dues owing to date of said application for withdrawal.

ARTICLE VI

Expulsion

Section 1. Any member may be expelled from membership in the Association for conduct unbecoming to that of a gentleman or Lady, or for other cause that the Association may deem advisable, said action may be taken at any meeting by a two-thirds vote of the members present, entitled to vote and voting in the affirmative.

ARTICLE VII

Suspension for Non-Payment of Dues

Section 1. Any member who allows himself to become in arrears in the payment of his/her annual dues for a period of more than two (2) years, shall be notified of such arrears and if same are not paid within three (3) months after said notification, (S)He shall be dropped from membership.

Section 2. Any member suspended for non-payment of dues and desiring reinstatement shall be balloted for in the same manner as that of a new member. The entrance fee shall accompany the application for reinstatement.

ARTICLE VIII

Section 1. The time and place of all meetings of the Association shall be decided upon at a prior meeting, or at the call of the chair, or the Executive Committee.

Section 2. The June meeting of each year, shall be the annual meeting at which the election of officers shall be held.

ARTICLE IX

Order of Business

Section 1. The Order of Business of the Association at a regular meeting shall be as follows:

1. Reading of the minutes of previous meeting
2. Treasurer's Report
3. Financial Secretary's Report
4. Recording Secretary's Report
5. Report of Committees, Standing and Special and Membership Committee
6. Report of Executive Committee
7. Communication and Bills
8. Unfinished Business
9. New Business
10. Election of new members (11)
11. Election of Officers (at annual meeting only)
12. Topic or subject to be discussed (can be held before meeting)
13. Suggestions for the good of the Association
14. Adjournment

Section 2. The Chair may deviate from regular order of business to address any issues pending as deemed necessary in the interest of the Association.

ARTICLE X

Committees

Section 1. The standing committees shall be: Membership, Education, By-Laws, Ethics, Awards, Vendors, Legislative, Pipeline, Ladies Night, Sick and Welfare, Program, and such other committees as The Association shall create.

Section 2. Each committee shall consist of at least three (3) members of which one member shall be designated as Chairman.

Section 3. Unless otherwise directed by the Association, all committees shall be appointed by the President.

ARTICLE XI

Rules Not Provided For

Section 1. All rules not provided for in these By-Laws shall be in accordance with Robert's RULES OF ORDER.