

**BYLAWS OF THE
STRUCTURAL ENGINEERS ASSOCIATION OF NEW MEXICO**

REVISED: 01/05/10

ARTICLE I

THE ASSOCIATION

SECTION 1: The name of this Association shall be the "Structural Engineers Association of New Mexico". The permissible abbreviation is SEANM.

SECTION 2: The office of the Association shall be located at a location as directed by the Board of Directors.

SECTION 3: This Association is a non-profit organization established to pursue the common interest of its membership who practice structural engineering in the state of New Mexico as hereinafter provided. Specific interests include:

- (a) To advance the technical practice of structural engineering through meetings, seminars and education programs.
- (b) To improve the professional and administrative practices of structural engineering consultants and practitioners.
- (c) To advance proper legislation relating to structural engineering practice.
- (d) To establish a network among the members of the Association, and to communicate information of common interests to structural professionals.
- (e) To cultivate social contacts within its membership, and by closer association and a better mutual understanding, discourage unethical and detrimental practices, and inspire, a resolve to act collectively to benefit the structural profession.
- (f) To serve the public; to encourage the pursuit of excellence in the practice of structural engineering, and to maintain the honor and dignity of the profession.
- (g) To serve as consultant to the public on matters pertaining to structural engineering and design guidelines.

ARTICLE II

MEMBERSHIP

SECTION 1: Members: Individuals who are licensed professional engineers in good standing and practice structural engineering shall be admitted as Members of the Structural Engineers Association of New Mexico upon application, approval and collection of dues.

- (a) Members have full voting privileges.

SECTION 2: Associate Members: Individuals, who practice structural engineering and who are not otherwise eligible for membership, and others sharing an interest in the activities of structural engineers and this Association may, upon application, approval, and collection of applicable dues become participants in the Association.

- (a) Associate Member applications shall be reviewed by the Board of Directors of the Association.
- (b) Associate Members shall neither have voting privileges nor be eligible for election as an Officer or Director of the Association.

SECTION 3: Sponsoring Members: Companies, agencies, or corporations servicing the structural engineering industry and sharing an interest in the activities of structural engineers and the Association may, upon application, approval, and collection of applicable dues become participants in the Association.

- (a) Sponsoring Member applications shall be reviewed by the Board of Directors of the Association.
- (b) Sponsoring Member dues allow the participation of up to two individual Member or Associate memberships with full rights as described herein.

SECTION 4: Student Members: Individuals who are attending a place of education on a full-time basis and are interested in the pursuits of structural engineering may, upon application, approval and collection of applicable dues become participants in the Association.

SECTION 5: Lifetime Members: Members recognized by the organization for their outstanding contributions.

- (a) Lifetime members are exempt from paying dues for as long as they choose to be members of the organization.
- (b) Lifetime members are required to fill out a membership application on a yearly basis in order for their membership to remain active.

ARTICLE III

REMOVAL AND SUSPENSION

SECTION 1: Removal of Members: Members that no longer meet the requirements of Article II, Section 1 shall be removed from Membership grade. The removed Member may apply for Associate Member status if the removal was for other than delinquency of dues or misconduct. Delinquent Members may apply for reinstatement upon payment of all deficit dues.

SECTION 2: Members, Associate Members, Sponsoring Members and Student Members are subject to suspension or removal for activity blatantly and knowingly contrary to the purpose of this Association by petition of at least five Members. The Board of Directors shall consider each petition, and if the circumstances warrant, notify the individual concerned, and offer the individual the opportunity to defend himself or herself against the claim at a subsequent Board Meeting. After such a hearing, or the rejection of the offer to attend the hearing, the Board shall vote on the petition. Suspension or removal of any member shall be by majority vote of the Board.

SECTION 3: A member removed from membership shall not be entitled to reinstatement unless the Board of Directors, by a majority vote, decides that circumstances favor such.

SECTION 4: Any member may resign his or her membership in the Association by written communication to the Board of Directors.

ARTICLE IV

DUES AND FINANCIAL ACCOUNTING

SECTION 1: Application fees for all grades of membership will be established by the Board of Directors.

SECTION 2: The annual dues for all grades of membership of this Association will be set by the Board of Directors, and shall be paid in advance.

SECTION 3: Any member whose Association dues are more than three months in arrears shall be suspended and thereby shall forfeit all privileges of membership. However, the Board of Directors, at its discretion, may extend the time of payment and privileges.

SECTION 4: The Board of Directors, at its discretion, may remit part or all of the dues of any member.

SECTION 5: Any additional moneys required to carry on the activities of the Association may be raised through assessments. Any assessment levied by the Board of Directors shall be referred to the members by a letter ballot. If two-thirds of the voting membership are in favor, provided at least 50% of the Members vote, the assessment shall be declared.

SECTION 6: The fiscal year shall begin July 1 and end June 30.

SECTION 7: The Treasurer of the Association shall submit a budget for the upcoming year to the Board of Directors on or before June 30 each year and the budget, as approved by the Board, shall be recorded by August 1.

SECTION 8: The Treasurer shall present a monthly report to be reviewed and approved by the Board. The report shall include the most recent bank and financial account statements for review.

SECTION 9: At the end of the fiscal year, a Treasurer's report, corresponding in form to the approved budget and indicating all fiscal income and expenditures of the immediate past fiscal year, shall be recorded by September 1.

ARTICLE V

BOARD OF DIRECTORS

SECTION 1: The powers of the Association shall be exercised, its property controlled, and its affairs conducted by the Board of Directors, except as limited by these bylaws.

SECTION 2: The Board of Directors shall elect the President, Secretary and Treasurer as the Officers of the Association.

SECTION 3: The Board of Directors of the Association shall consist of at least five persons, all of whom shall be Members as described in Article II, Section 1.

SECTION 4: The term of office for Directors shall be one year.

SECTION 5: The election of Directors shall be as set forth in Article VII.

SECTION 6: Terms of office shall commence on July 1, except in the case of appointments to unexpired terms as hereinafter provided.

SECTION 7: A vacancy in any Directorship caused by death, disability, or resignation shall be filled by nomination by the President and approved by the Board of Directors, and the appointee shall hold office for the remainder of the term.

SECTION 8: The Officers of the Board of Directors shall elect three individuals on a yearly basis as Past Directors. These individuals shall be elected for the purpose of registering as a nonprofit organization with the State of New Mexico. The Past Directors shall be comprised of individuals that have been or are currently members of the organization. Preference will be given to those individuals that formerly served on the Board of Directors. Consent from the elected Past Directors will be obtained from the individuals prior to listing their names on the corporate commission report. The Past Directors will not be voting members of the Board of Directors.

ARTICLE VI

DUTIES OF BOARD OF DIRECTORS

SECTION 1: The Board of Directors shall be comprised of a President, Past President, Vice President, Secretary, Treasurer, and State Director. Directors shall be selected by a majority of the voting membership. The Board shall elect the Officers of the Association from Members within its group.

SECTION 2: The Powers and Duties of the President:

- (a) The President shall be the chief governing officer and shall be the Chairperson at all meetings of the Association and of the Board of Directors.
- (b) The President shall serve as spokesperson for the Association and the Board of Directors.
- (c) The President may make disbursements on behalf of the Association.
- (d) The President is the voting delegate for NCSEA. In the circumstance that the President and State Director are unable to attend the NCSEA conference, the President will appoint a voting delegate to attend.
- (e) The President is a voting Board Member.
- (f) The President sets the Board Member meeting agenda.
- (g) The President acts a Parliamentarian to conduct Board Member voting.
- (h) The President acts as the President's Council representative.

SECTION 3: The Powers and Duties of the Past President:

- (a) The Past President shall fulfill the duties of the Chairperson in the absence of the President.
- (b) In the event that the office of the President is vacated, as herein provided, the Past President shall fulfill the duties of the President, and appoint with approval of the Board, another Director to fulfill the duties of the President, for the remainder of the term.
- (c) The Past President is a voting Board Member.

SECTION 4: The Powers and Duties of the Vice President:

- (a) The Vice President shall arrange activities and speakers for all general membership meetings.
- (b) The Vice President assists the President.
- (c) The Vice President is a voting Board Member.
- (d) The Vice President coordinates marketing and the Organization's website.

SECTION 5: The Powers and Duties of the Secretary:

- (a) The Secretary shall act on behalf of the Association in matters required by the laws of the State of New Mexico.
- (b) The Secretary shall keep an accurate record of all meetings of the Association and of the Board of Directors. A copy of such minutes shall be preserved in the Association's offices.
- (c) The Secretary is a voting Board Member.
- (d) The Secretary is the Organization's Correspondence Officer.
- (e) The Secretary shall preserve the Bylaws, membership lists and all other Association records and have charge of communication and notices to members.

SECTION 6: The Powers and Duties of the Treasurer:

- (a) The Treasurer shall be custodian of all funds and financial records of the Association. The Treasurer may make disbursements on behalf of the Association, and shall be accountable to the Board of Directors.
- (b) The Treasurer shall pay the Organization's bills and deposit the Organization's funds.
- (c) The Treasurer is a non-voting member of the Board.
- (d) The Treasurer shall prepare budgets and financial reports as specified in Article IV and other items as directed by the Board.

SECTION 7: The Powers and Duties of the State Director:

- (a) The State Director shall represent the Association at the National Council of Structural Engineers Associations annual conference and shall provide a written summary of events for the Association's records. In the absence of the President, the State Director will be the voting representative unless another representative is appointed by the President.
- (b) The State Director shall report the efforts of all SEANM committee efforts to the Board.
- (c) The State Director is a voting Board Member.
- (d) The State Director shall maintain membership lists.

SECTION 8: The Board of Directors shall appoint all committees and each committee should have a Director as chair. The Board shall prepare and maintain appropriate forms of application for membership in the Association.

ARTICLE VII

NOMINATIONS AND ELECTION OF DIRECTORS

SECTION 1: The Board of Directors shall select a nominee for each expiring position of Director, and publish the nominations to the membership by March 15. The Board of Directors shall nominate the incumbent Vice President as the upcoming President and the incumbent Treasurer as the upcoming Vice President. The incumbent President shall fill the position of Past President. Additional nominations may be submitted in writing by the membership signed by no fewer than three Members, one month prior to voting.

SECTION 2: The Board's nominees and any additional nominees shall be submitted to the membership for consideration, one month prior to voting. Voting shall be by a show of hands at the annual meeting.

SECTION 3: Those attaining the highest number of votes shall fill the Director vacancies. Ties for any vacant position shall be immediately decided by a simple majority hand vote of the Board of Directors.

SECTION 4: In the event a candidate receiving a majority of the votes is unable to take office, the office shall be filled as outlined in Article V; Section 7.

ARTICLE VIII

VOTING

SECTION 1: Eligible voters must be Members in good standing.

SECTION 2: Each Member in good standing shall have one vote.

SECTION 3: A majority vote of voting Members shall be sufficient to take any action except as otherwise provided or limited by the Bylaws.

ARTICLE IX

MEETINGS AND QUORUMS

SECTION 1: Regular meetings shall be held at times and places hereafter determined by the President, with the approval of the Board of Directors. Special meetings may be held either at the call of the President, or of three other Members of the Board of Directors.

SECTION 2: An Annual Meeting shall be held in June of each year. Notice shall be given to the membership at least thirty days in advance.

SECTION 3: Quorums:

- (a) Representation by Members in good standing shall constitute a quorum at any meeting of this Association.

