



## BYLAWS

### Article 1: General

- 1.1** *Name.* The name of this organization shall be the Younger Member Group (YMG), of the North Jersey Branch, New Jersey Section, American Society of Civil Engineers (ASCE), hereinafter referred to as the YMG.
- 1.2** *Objective.* The objective of the YMG shall be to supplement North Jersey Branch activities in the advancement of the science and profession of engineering in a manner consistent with the purpose of the ASCE, particularly in reference to Younger Members as defined under Article 2. To that end, the YMG shall strive toward the following goals:
- To foster and encourage professionalism among Younger Members.
  - To provide opportunities for developing future leaders of the ASCE and the civil engineering profession.
  - To provide a forum to Younger Members for discussing issues and subjects of interest related to civil engineering.
  - To foster social fellowship among Younger Members.
  - To otherwise promote and further the objectives and values of the ASCE.
- 1.3** *Authority.* The actions of the YMG shall be consistent with the provisions set forth in the Constitution and Bylaws of the New Jersey Section and the North Jersey Branch. All provisions within the North Jersey Branch Bylaws shall apply to the YMG.

### Article 2: Membership

- 2.1** *Members.* All Assigned Members and Subscribing Members of the North Jersey Branch who are 35 years of age or less shall be members of the YMG.
- 2.1.1** *Rights of Subscribing Members.* Only Subscribing Members of the North Jersey Branch who are 35 years of age or less shall be eligible for election to and holding of a YMG office or other board position, or to vote in YMG elections. Refer to Article 7.1.

### Article 3: Separation from Membership

- 3.1** *Separation from Membership.* Members of the YMG who cease to be members of the North Jersey Branch, for any reason, or who attain 36 years of age shall cease to be members of the YMG.

### Article 4: Dues

- 4.1** *Dues.* There shall be no membership dues or fees assessed by the YMG.

### Article 5: Management

- 5.1** *YMG Board.* The governing body of the YMG shall be the YMG Board. The YMG Board shall be responsible for the supervision, control and direction of the YMG, except as superseded by the

control of the North Jersey Branch, including overseeing the various YMG activities and communicating with the Branch.

- 5.2** *Budget.* YMG activities shall be financed by the North Jersey Branch according to available funds from the North Jersey Branch budget.

## **Article 6: Officers and Directors**

- 6.1** *Officers.* The officers of the YMG shall be the President, President-Elect, Vice President, Secretary, and Treasurer.

- 6.2** *YMG Board.* The YMG Board shall consist of the officers, the 1<sup>st</sup> Past President, 2<sup>nd</sup> Past President and any other positions appointed by the board. All members of the YMG Board are considered voting members.

**6.2.1** *YMG Board Membership.* In the event that the 1<sup>st</sup> Past President or 2<sup>nd</sup> Past President ceases to be a member of the YMG as provided herein, they shall be considered advisory members of the YMG Board with no voting power. In the event that any other YMG Board member ceases to be a member of the YMG as provided herein, they shall vacate the position.

- 6.3** *Terms.* All officers shall be elected for terms of one (1) year, which terms shall begin upon installation by the North Jersey Branch and shall end upon the installation of the following year's board members by the Branch.

**6.3.1** *Term Limits.* The term limit for the President of the YMG shall be one term, except the President may remain in that capacity for a second term if the President-Elect is unable to succeed to the office and there are no candidates for President in the resulting election. Should this occur:

- The 2<sup>nd</sup> Past President shall cease to be a member of the YMG Board.
- The 1<sup>st</sup> Past President shall be considered the 2<sup>nd</sup> Past President for the following term.

**6.3.2** *Terms for Appointed Positions.* Regardless of when an appointed position is created or filled, terms for appointed positions shall expire within 30 days following the installation of the YMG Board officers by the Branch. The YMG Board shall vote within that 30 day period to confirm the continuation of any appointed positions from the previous term and to confirm the members appointed to those positions.

- 6.4** *Vacancies.* A vacancy in the office of President shall be filled by the President-Elect. A vacancy in the office of President-Elect shall be filled by the Vice President. Other vacancies in elected officer positions shall be filled for the unexpired term by a majority vote of the YMG Board. Vacancies in appointed board positions shall not be required to be filled.

- 6.5** *Removal of Board Members.* Any North Jersey Branch Board of Directors or YMG Board member may call for the removal of a YMG Board member. Any YMG member may also call for the removal of a YMG Board member by submitting a petition with the signatures of at least twenty (20) other YMG members. The procedures for removal shall be the same as for removal of North Jersey Branch Board members as provided in the Branch bylaws, except that the remaining elected and appointed voting members of the YMG Board shall be the only members with the authority to vote. All voting YMG Board members must be present for this vote.

## Article 7: Elections and Appointments

- 7.1** *Nominations.* All YMG Subscribing Members may submit their candidacy for nomination to one or more elected officer positions. The consent of each nominee to serve if elected shall be obtained. Nominations shall not be accepted if the candidate would turn 36 years of age during the next term. The YMG Board shall set the date by which nominations must be received, not later than two (2) months prior to the installation of the next YMG Board.
- 7.1.1** *Succession of President-Elect.* The President-Elect shall succeed to the office of President with no election unless extenuating circumstances prevent succession.
- 7.2** *Elections.* The need for an election shall be determined based on the nominations received. No election shall be necessary for a given position if the following conditions are met:
- **President:** If the President-Elect does not succeed to this office, and if there is only one nomination for this position, the nominee shall be considered elected as the next President.
  - **President-Elect:** If only one nomination for this position remains following succession or election of the President, that nominee shall be considered elected as the next President-Elect.
  - **Vice President:** If only one nomination for this position remains following succession or election of the President and President-Elect, that nominee shall be considered elected as the next Vice President.
  - **Secretary and Treasurer:** If, following the succession or election of the positions above, there is only one nomination remaining for either Secretary or Treasurer, that nominee shall be considered elected accordingly. If the remaining position has only one nomination remaining, that nominee shall also be considered elected accordingly.
- 7.3** *Ballots.* Should an election for one or more positions be required, the YMG President shall send a ballot containing a list of all nominees for each contested position to all YMG Subscribing Members within one (1) week of the date by which nominations must be received. The deadline for returning ballots shall be one (1) month from the time they are sent.
- 7.3.1** *Distribution of Ballots.* Ballots may be mailed physically, electronically or by any other method that is agreed to by a majority of the YMG Board. The YMG President shall break any tie in determining the method of distribution.
- 7.4** *Tallying the Ballots.* The procedures for tallying ballots shall be established by the YMG Board based on the method of distribution. For each contested office, the candidate receiving the highest number of votes cast shall be declared elected. In the event of a tie, the YMG President shall cast the deciding vote.
- 7.5** *Appointments.* Any YMG Subscribing Member may apply to the YMG Board at any time to be nominated for an appointed YMG Board position. An affirmative vote by a majority of voting members of the YMG Board shall be required to confirm all appointments, including for vacated elected positions. Nominations shall not be accepted if the candidate would turn 36 years of age during the next term.

## Article 8: Meetings

- 8.1** *Open Meetings.* At least one open meeting shall be held during each YMG Board term. This meeting shall be open to all ASCE members regardless of YMG membership. The locations and dates of open meetings shall be established by the YMG Board.
- 8.1.1** *Meeting Notice.* Notice of an open meeting shall be sent to all YMG members not less than fourteen (14) days in advance of the meeting.

- 8.2** *YMG Board Meetings.* Meetings open only to YMG Board members shall be held at such locations and dates as established by the YMG Board.
- 8.3** *North Jersey Branch Board Meetings.* The YMG President shall be responsible for attending meetings of the North Jersey Branch Board of Directors. If the YMG President is unable to attend a Branch Board meeting, the YMG President shall designate another YMG Board member to serve as a delegate to that meeting.

### **Article 9: Student Chapters**

- 9.1** *Student Chapters.* The YMG shall assist the North Jersey Branch in coordination and interaction with any ASCE student chapter or club that is located within the boundaries of the North Jersey Branch.

### **Article 10: Amendments**

- 10.1** *Process.* Except as noted in Article 10.2, these Bylaws may be amended only by the following procedure:
- 10.1.1** *Proposal.* An amendment to these Bylaws may be proposed by any member of the North Jersey Branch Board of Directors, by any member of the YMG Board, or by written petition submitted to the YMG Secretary containing the text of the amendment and signed by at least twenty (20) YMG members.
- 10.1.2** *Approval.* The proposed Bylaws amendment shall be approved by a majority of the YMG Board. The YMG President shall provide the approved amendment to the North Jersey Branch Board of Directors no less than two (2) weeks prior to the Board of Directors meeting at which the amendment is to be considered. At that meeting, the proposed Bylaws amendment shall be approved through action of the North Jersey Branch Board.
- 10.1.3** *Notice of Adoption.* Upon approval of the YMG Board and the North Jersey Branch Board of Directors, approved Bylaws amendments may be adopted by a majority vote of the YMG members present at an open meeting, where at least twelve (12) YMG members are in attendance, provided that a written notice containing the text of the proposed amendments is published to the YMG membership at least twenty (20) days in advance of the meeting.
- 10.2** *Amendments to Branch Bylaws.* If amendments adopted to the North Jersey Branch Bylaws are in conflict with these YMG Bylaws, the YMG Board shall draft and approve necessary amendments to the YMG Bylaws to remove the conflict within thirty (30) days of the adoption of the Branch Bylaw amendments. Upon approval by the North Jersey Branch Board of Directors as provided in Article 10.1.2, amendments required under this Article shall be considered adopted. The text of the adopted amendments shall be provided to the YMG membership.