



CONSTITUTION

Northeast Chapter of the Wisconsin Society of Land Surveyors (Last changed January 2022)



Article I The name of this organization shall be the **Northeast Chapter of the Wisconsin Society of Land Surveyors**

Article II The purpose of this organization shall be to promote the common good and welfare of its members in their activities in the profession of land surveying; to foster higher standards of professional ethics and practices; to encourage the continuous study of land surveying; to advocate and support the education of land surveyors; and to promote public faith and confidence in the reliability of land surveyors and their work

Article III This organization, its activities and membership shall be non-political, non-partisan, non-discriminatory and non-sectarian, in affiliation as a recognized regional chapter of the Wisconsin Society of Land Surveyors

Article IV Membership in the Chapter shall be of five grades: *Professional, Affiliate, Life, Sustaining and Student*

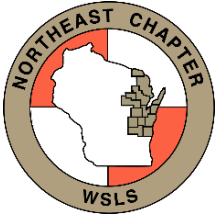
1. Any person who is registered as a Professional Land Surveyor in the State of Wisconsin shall be eligible to apply for membership as a PROFESSIONAL MEMBER. Newly Registered Land Surveyors residing within the Northeast Chapter shall be eligible for a one-year free membership in the Northeast Chapter the year following registration. Professional members shall have full office holding and voting privileges
2. Any non-registered person having an interest in the advancement of, or service to the Land Surveying Profession, shall be eligible to apply for membership as an AFFILIATE MEMBER. Affiliate members shall have no office holding or voting privileges, but may actively participate and assist in the management of chapter matters and committee assignments, except as committee chairperson
3. Any person having reached the age of 65, or retired from active practice, having been a member for the two years prior to the date of retirement, shall be eligible for the membership as a LIFE MEMBER. Life Members shall have full office holding and voting privileges
4. Any commercial or professional institution or individual interested or engaged in surveying or the manufacture of the instruments, equipment or supplies for the land surveying profession shall be eligible to apply for membership herein as a SUSTAINING MEMBER

5. Any person pursuing a course of study on a full-time basis leading to a career in the profession of Land Surveying shall be eligible to apply for membership as a STUDENT MEMBER

Article V The Chapter Board of Directors shall consist of the *President, President-Elect, Immediate Past President, Secretary-Treasurer, Assistant Secretary-Treasurer, Chapter Representative to WSLs and one (1) Director*. The Professional and Life Members as provided in the By-laws of the Chapter shall elect the Officers of the Chapter. No two elective offices may be held by one person at the same time. The term of the Office of the President and President-Elect shall be one (1) year, with the current President-Elect becoming President the year after the President's final term. The term of the Office of Secretary Treasurer shall be one (1) year, but the incumbent may be elected to any number of successive terms. The term of the Office of Assistant Secretary-Treasurer shall be one (1) year, but the incumbent may be elected to any number of successive terms and must be a former Board of Directors member. The term of the Chapter Representative to WSLs shall be two (2) years, and eligible to be elected no more than four (4) consecutive terms. The term of Director shall be limited to one (1) successive term in the same office. The members of the Board of Directors may appoint a Professional or Life Member as an officer, by unanimous approval, for any Board of Directors vacancies

Article VI The Chapter Constitution shall be amended by the following procedure: A proposed amendment must be a signed, written petition submitted by a Professional Member or a Life Member to the Secretary-Treasurer to initiate an amendment. Within 30 days after Board of Directors approval of such amendment, the Secretary-Treasurer shall submit the proposed amendment to the Professional and Life Membership by U.S. mail or Electronic Mail (email) ballot. Sealed ballot vote shall be returned by U.S. mail or Electronic Mail (email) to the Secretary-Treasurer within 10 days of receipt. The ballots shall be counted, within 45 days after the mailing date, by a committee consisting of the President, Secretary-Treasurer and one signer of the petition as selected by the President. If two-thirds (2/3) of the ballot votes received are affirmative, the amendment shall be adopted. The Secretary-Treasurer shall notify the Board of Directors within 10 days, and publish the results in the following newsletter

Article VII There shall be By-Laws which shall govern the procedures for conducting the affairs of the Chapter. Changes in, or additions to these By-laws may be made at any time by an affirmative vote of two-thirds (2/3) of the Professional and Life Members of the Chapter who participate in a ballot or voice vote at a General Membership meeting



BY-LAWS

NORTHEAST CHAPTER OF THE WISCONSIN SOCIETY OF LAND SURVEYORS



This Chapter shall function in accordance with the following by-laws:

Section I **Duties of the Officers**

The President shall preside at all meetings of the General Membership and of the Board of Directors. The President shall be the principal officer of the Chapter and guide its functions. He or she shall advise the Secretary-Treasurer of any verbal official acts or other actions that may be performed by this office, which may involve the Chapter and its members. A copy of all correspondence, during the President's term of office, shall be delivered to the Secretary-Treasurer for recording as part of the permanent record of the Chapter. The President-Elect will assist the President and will act in the absence or by the direction of the President. In case of vacancy in the office of President, the President-Elect shall discharge the duties of the President until the next regular election. The Secretary-Treasurer shall be the custodian of the records, books, and financial matters of the Chapter. The Secretary-Treasurer shall conduct the official correspondence of the Chapter under the direction of the Board of Directors or any elected Chapter Officer. The Secretary-Treasurer shall prepare reports of all meetings of the Chapter or its Board of Directors and perform such other duties as the Board of Directors may determine. The Secretary-Treasurer shall maintain an account of all receipts and expenditures of the Chapter funds and render financial statements as directed by the Board of Directors. The Secretary-Treasurer or Newsletter Editor shall prepare and publish a newsletter report to the Chapter Membership quarterly on affairs of the Chapter and related items of interest to the profession of land surveying. A copy of the newsletter shall be sent to each member and the Executive Director of the Wisconsin Society of Land Surveyors by U.S. Mail or Electronic Mail (email) at least 10 days before each General Membership meeting. Names of elected Chapter Officers and membership shall be forwarded to each Chapter Officer and the Executive Director of the Wisconsin Society of Land Surveyors within 10 days of the election of Chapter Officers. The Board of Directors shall have the option to appoint a Newsletter Editor who shall assume the responsibility of preparing and distributing the newsletter. The Assistant Secretary-Treasurer shall work with the Secretary-Treasurer and assist in any of the duties of the Secretary-Treasurer, including any votes that may be needed while serving as back-up. The duties assigned to the Assistant Secretary-Treasurer will be assigned by the sitting Secretary-Treasurer. The Assistant Secretary-Treasurer will also be named on Chapter accounts. The Immediate Past-President and the Director shall assist the President, President-Elect and the Secretary-Treasurer in the conduct of Chapter affairs. All Board of Directors shall provide the Secretary-Treasurer a copy of all correspondence they may conduct during their term of office, which concerns Chapter matters

Section II **Board of Directors**

The Board of Directors shall have vested in them the government of the Chapter, control of its property, and the direction of its activities. The Board of Directors shall consist of all elected officers of the Chapter. At the expiration of the President's term, this office holder shall be the Immediate Past President. The Board of Directors shall adopt rules for the conduct of business and activities of the Chapter and shall have the power to fill any vacancy on the Board of Directors. The Board of Directors shall review all applications for membership in the Chapter, and no membership application will be approved without the majority of the Board of Directors. The Board of Directors shall meet a minimum of once quarterly, and at other periodic time intervals deemed necessary by the Board of Directors in the interest of the Chapter. The Board of Directors may establish a salary for the Secretary-Treasurer, Assistant Secretary-Treasurer and Newsletter Editors they deem equitable and necessary.

Section III **Committees**

The mandatory standing committees are: Auditing and Nominating. The President shall appoint all Chapter committees and their Chairpersons and instruct them in their duties. The Board of Directors shall approve appointed committees. An appointed committee shall function and make its report to the Board of Directors and/or to the General Membership, as directed by the President. Each committee shall submit a written annual report to the Board of Directors. The report shall consist of a committee's actions during the past year. The Secretary-Treasurer will permanently record such writings in the Chapter records

Section IV **Meetings**

The Board of Directors shall schedule regular and special meetings of the General Membership or the Board of Directors. A regular General Membership meeting, to be known as the Annual Meeting, shall be held each year in January, prior to the Wisconsin Society of Land Surveyors Institute, and shall be for the primary purpose of electing officers. Other General Membership meetings shall be held in April, July and October. The Secretary-Treasurer shall send notices to each member at least ten days prior to the date of any General Membership meeting, giving the time, place and purposes of the meeting. The notice of the Annual Meeting shall include the names of the candidates for offices. At the Annual Meeting, elections shall be conducted, fiscal reports and President's report given, and other business as might be included on the agenda. Every member shall be entitled to speak twice, for a length of time deemed reasonable by the presiding officer, on any subject or question coming before the meeting. Members may not vote if dues are delinquent. Robert's Rules of Order, latest edition, shall govern all meetings

Section V **Elections**

A President-Elect, Secretary-Treasurer, Assistant Secretary-Treasurer and

Director shall be elected at the Annual Meeting to serve a one- (1) year term. The Chapter Representative shall be elected every other year to serve a two- (2) year term. In addition to those nominated by the nominating committee, nominations for the office may be made by Professional or Life Members from the floor during such meeting. After nominations are closed, the Professional and Life Members will proceed to elect the officers nominated by ballot or proxy vote. No Chapter officer shall be elected to office without a vote of the majority of the total paid Professional or Life Members present or their proxies. The Secretary-Treasurer and a Professional or Life Member not nominated for office will tally ballots. The Secretary-Treasurer will notify all paid Professional and Life Members of the results in the following newsletter. The officer's term shall expire at the annual meeting and the newly elected officers shall assume their duties under new business

Section VI **Dues**

Dues for membership shall be annual and payable on or before the Annual Meeting. New members who apply for membership before July 1 must remit 100% of the annual dues. New members who apply for membership on or after July 1 must remit 50% of the annual dues. Annual dues for a Professional Member shall be at 100%. Annual dues for an Affiliate Member shall be at 50%. Annual dues for a Sustaining Member shall be at 200%. Annual dues for Life Members shall be at no charge. Annual dues for a Student Member shall be at 25%. Newly registered surveyors who reside within the Northeast Chapter shall be offered free membership until the second January 1st following their registration. The Board of Directors may recommend changes in dues which shall become effective after a majority vote of the Professional and Life Members present and proxies at the General Membership meeting. New dues shall be effective on January 1st of the year following year of adoption. Dues paid shall not be refunded to member upon their suspension of membership. The Secretary-Treasurer may provide each member with a membership card upon payment of dues as evidence thereof. Each new member may be provided with a membership card, a copy of the Chapter Constitution and by-laws, and other official publications adopted by the Chapter Board of Directors as minimum standards

Section VII **Affiliation**

The Chapter shall function in affiliation with the Wisconsin Society of Land Surveyors and shall be governed by the provisions of its Constitution and By-Laws, and other officially adopted standards of conduct and practices. The Chapter shall not adopt provisions in conflict with those of the Wisconsin Society of Land Surveyors. Any donation to the Wisconsin Society of Land Surveyors or

Wisconsin Society of Land Surveyors Foundation may be made at the discretion of the Board of Directors

Section VIII Ethics and Practice

It is the primary intent of the Chapter to support the highest standards of ethical conduct and professional practices of land surveying by its members, so as to attain the confidence and respect of the public and to attract those aspiring to become a Land Surveyor by personal endeavor. Membership in the Chapter shall be subject to suspension by the Board of Directors for any member who, in the opinion of the Board of Directors or by complaint, has exhibited conduct detrimental to professional image of land surveyors. Any such member shall personally appear upon request before the Board of Directors in closed session to answer for his or her conduct. Failure to appear before the Board of Directors will constitute cause for suspension of membership in the Chapter

Section IX Chapter Objectives

The Board of Directors shall direct the affairs of the Chapter in such a manner as to promote land surveying as a profession, including professionalism among its members and ethical standards of practice, continually supporting both its own stated objectives and those of its parent organization, Wisconsin Society of Land Surveyors

Section X Membership Responsibility

Chapter members are expected to be responsible for regular attendance and voting at General Membership meetings. Further support must be shown by prompt payment of dues and service on committees as necessary. Members are expected to act professionally at all times