

**CONSTITUTION AND BYLAWS FOR THE
COASTAL PLAINS CHAPTER OF THE
FLORIDA SECTION OF THE
AIR & WASTE MANAGEMENT ASSOCIATION**

ARTICLE I

SECTION 1. COASTAL PLAINS CHAPTER

This organization shall be known as the Coastal Plains Chapter (herein referred to as the "Chapter") and is one chapter of the Florida Section (herein referred to as the "Section") of the Air and Waste Management Association, (herein referred to as the "A&WMA").

SECTION 2. GEOGRAPHICAL LOCATION

The Chapter service area is comprised of the following boundaries: west of the Apalachicola River in Florida, North from the Gulf of Mexico to the Alabama state line, and to the east of the Alabama state line. The Postal codes are identified by the first three digits called SCF Numbers. The SCF numbers that cover our chapter area and territory of service to the members would be as follows:

324-- PORT ST. JOE AND VICINITY NORTH TO STATE LINE
325-- PENSACOLA AND VICINITY NORTH TO STATE LINE

SECTION 3. ADDRESS

COASTAL PLAINS CHAPTER
FLORIDA A&WMA SECTION
P.O. BOX 12623
PENSACOLA, FL 32591

ARTICLE II

SECTION 1. PURPOSE

It shall be the purpose of the Chapter to promote better understanding of the problems of air pollution control and waste management and related environmental concerns among government agencies, research personnel, educators, representatives of industry and the general public within the geographical areas of the Chapter, and to work toward resolution of these problems. It shall also be the purpose of the Chapter to promote closer professional and personal relations among members of the Chapter and to further the mission and objectives of the A&WMA.

SECTION 2.

The Chapter shall have all the powers granted to it by the A&WMA and shall have the ability to do all things necessary and incident to its purposes, provided, however that the Chapter shall not engage in any activities or exercise any powers not permitted under Chapter 501 (c) (3) of the Internal Revenue Code of 1954.

ARTICLE III

SECTION 1. MEMBERSHIP

The membership of the Chapter shall consist of Members, Honorary Members and Student Members as defined herein. Membership is primarily available to persons residing or conducting business within the geographical area of the Chapter.

SECTION 2. MEMBER

Any individual who supports the purpose of the Chapter is entitled to engage in activities of the Chapter. Only members of the International A&WMA are eligible to be elected officers or directors of the members of the Executive Board (hereinafter referred to as the "Board," per Article IV Section 4) .

SECTION 3. HONORARY MEMBERS

Honorary members of the Chapter residing in the geographic area of the Chapter are entitled to engage in all activities of the Chapter, except holding office. Honorary Members shall pay no dues. Honorary memberships, not exceeding two each year, may be conferred upon persons who have attained eminence in some field related to the purpose of the Chapter or who have rendered valuable service to the Chapter. Approval of their membership must be by vote of the Board. In addition, Honorary Members of the A&WMA residing in the geographic area of the Chapter are entitled to all privileges of Chapter Members but are excused from payment of dues.

SECTION 4. STUDENT MEMBERS

Any full-time student enrolled at the level of senior high school or above shall be eligible to be a Student Member and be entitled to all privileges of Chapter members, but not the privileges of nominating for, voting for, or holding office.

SECTION 5. DUES

Annual dues for Members shall be \$30.00 for a fiscal year that shall run January 1 through December 31 of each year, payable at the time of joining the Chapter or by January 31 for existing members. The \$30.00 fee pays both the Chapter and, as directed by the Board, the Section Annual dues. The Treasurer of the Chapter shall forward these monies collected for the Section to the Treasurer of the Section.

SECTION 6. NONPAYMENT OF DUES

Members and Student Members who are six months delinquent in payment of dues (June 30th) shall be dropped, by Board vote, from membership rolls of the Chapter.

SECTION 7. No financial commitment by any Chapter shall be binding on the Section.

ARTICLE IV

OFFICERS, DIRECTORS, EXECUTIVE BOARD

Section 1. Officers

- (a) There shall be four Chapter Officers designated as Chair, Vice Chair, Secretary and Treasurer. All officers shall be members of the International A&WMA.
- (b) Officers shall be elected to serve a two-year term by a majority vote of the members voting. They shall hold office for the ensuring year(s) or until their successors have been elected and have taken office.
- (c) The Chair and Vice Chair shall not hold the same office for more than one term consecutively.
- (d) The most recently retired Chair shall be a member of the Board.
- (e) Every two years or at the end of each term, the Secretary shall assume the position of Vice Chair and the Vice Chair shall assume the position of Chair.

Section 2. Directors

There shall be 6 Directors of the Chapter. Initially, 3 shall be elected to serve a one-year term and 2 shall be elected to serve a two-year term. Thereafter, 3 Directors shall be elected annually to serve a two-year term by a majority vote of the members present and voting at the last business meeting of each calendar year.

Section 3. Special Directors

Directors of the A&WMA living within the area of the Chapter shall be Directors of the Chapter.

Section 4. Executive Board

- (a) The executive, financial and general administrative functions of the Chapter shall be vested in the Executive Board (referred to as

the “Board”) whose members shall be the Officers, Directors and the retiring Chair.

- (b) Interim vacancies of elected Officers or Directors shall be filled by appointment by the Board until successors have been elected at the next annual elections.

Section 5. All Officers, Directors, and other members of the Board shall be members of the A&WMA.

Section 6. The Officers and other members of the board shall serve without remuneration.

ARTICLE V

DUTIES OF OFFICERS

Section 1. Chair

The Chair shall: preside at all meetings of the Chapter; call such special meeting as may be necessary; appoint the membership and the Chair of all Standing and temporary committees; appoint an auditor on an annual basis; be the final authority, within his jurisdiction, on the Constitution and Bylaws of the Chapter; be authorized, in the absence of the Treasurer, to sign checks or make other financial transactions on behalf of the Chapter as directed by the Board; and conduct both internal and external business on behalf of the Chapter.

Section 2. Vice Chair.

The Vice Chair shall: preside at all meetings in the absence of the Chair; assume all powers and duties of the Chair should the Chair be unable to so perform; and assume the duties of the Chair at the end of each term.

Section 3. Secretary

The Secretary shall: give written notice of general business, technical, special and Board meetings; keep a record of the minutes of all meetings of the Chapter and Board; conduct appropriate correspondence of the chapter; make an annual report to the A&WMA regarding affairs of the Chapter; active membership, summary of public meetings, business transactions, and Treasurer’s report; and surrender at the end of his/her term of office to his successor, or to such person as may be authorized by the Chair to receive them, all properties and records of the Chapter and/or A&WMA as may be in his custody. The Secretary shall assume the duties of the Vice Chair at the end of each term.

Section 4. Treasurer

The Treasurer shall: receive all monies of the Chapter and deposit or invest them as directed by the Board; disburse monies as directed by the Chapter or by the Board; keep accurate and complete records of all

financial transactions; furnish a financial report at the business meetings of the Chapter or as called for by the Chair and/or Board; submit his records and accounts for audit on an annual basis by an auditor appointed by the Chair; and surrender at the end of his/her term of office to his successor, or to such person as may be authorized by the Chair to receive them, all properties and records of the Chapter and/or the A&WMA as may be in his/her custody.

ARTICLE VI

COMMITTEES

Section 1. Standing Committees. Standing committees shall consist of:

Membership Committee that shall promote the growth of the A&WMA by soliciting membership in the Chapter, Section, and A&WMA;

Arrangements Committee that shall make all the physical arrangements for meetings including meeting place, meal arrangements, special equipment and the like;

Program Committee that shall secure speakers and arrange and present the program for technical meetings;

Nominating Committee consists of the Vice-Chair as chair and two other members. Missed attendance at three meetings in a row can be reason for dropping volunteers;

And other Standing committees may be established by the Board to promote the purposes of the Chapter.

Section 2. Standing Committee Chair shall prepare and submit an annual report.

Section 3. Other Committees. The Chapter Chair may appoint temporary committees as deemed necessary, provided such appointment does not conflict with other provisions of the Bylaws.

ARTICLE VII.

OPERATIONS

Section 1. Dues. The Board may establish annual dues.

Section 2. Calendar. The fiscal year, the membership year and the operating year of the Chapter shall be January 1 to December 31 during which at least one technical meeting shall be held.

- Section 3.** Meetings. The Chapter Chair may call board meeting by notifying the members of the Board. The Board shall designate the dates for the general business and technical meetings and the Secretary shall give written notices thereof.
- Section 4.** Quorum. Fifteen (15) active Members shall constitute a quorum for any general business or special meeting. Five (5) members of the board shall constitute a quorum for a meeting of the Board.
- Section 5.** Voting. Only members of the Chapter are entitled to vote. Unless otherwise provided, a majority vote of the members present and voting shall rule.
- Section 6.** Elections. The Nominating committee shall prepare a list of nominees by October 1st, or as near to that date as is practical, for Officers and Directors, shall obtain their acceptance and shall present the slate at the business meeting when elections are scheduled. Additional nominations may be made from the floor. The nominees shall reflect employment and geographic representation to insure a broad and fair administration of the business of the Chapter. Elections shall be held by December 1st, or as close to this date as is practical, The new Officers and Directors will assume their duties upon election beginning January 1st of each year.
- Section 7.** Rules of Order. Unless otherwise provided, Robert's Rules of Order shall govern the procedure for all meetings.
- Section 8.** Chapter members shall pay Section dues and shall be entitled to all privileges of Section Membership
- Section 9.** No financial commitment by any Chapter shall be binding upon the Section.

ARTICLE VIII

AMENDMENTS

- Section 1.** Any Member may propose an amendment to the Bylaws to the Board. Before the amendment can be submitted for consideration of the membership, it must be approved by the Board and bear the written endorsement of at least fifteen members.
- Section 2.** The Board shall promptly submit to the membership any proposed amendment approved or endorsed as provided in Chapter 1. Adoption shall require affirmation by two-thirds of the votes cast at a regular business meeting for which due notice has been given. Amendments shall become effective immediately upon adoption by such two-thirds majority vote.

Section 3. Any chapter of the Bylaws or amendments adopted hereafter that conflicts with the Bylaws or policy of the A&WMA are null and void.

ARTICLE IX

DISSOLUTION

Section 1. In the event of dissolution of the Chapter, any remaining assets after discharge of all liabilities and obligations shall be transferred to the A&WMA or a successor organization. No part of the net earnings of the Chapter shall inure to the benefit of any private shareholder of individual. Upon dissolution, if the A&WMA is unable, unwilling or ineligible to receive assets, they will be distributed to one or more not-for-profit organizations exempt under Section 501 (c)(3) of the Internal Revenue Code of 1986.