

BYLAWS of the San Francisco (Golden Gate) Section
of the
Illuminating Engineering Society of America

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revised September, 2009

San Francisco (Golden Gate) Section of the Illuminating Engineering Society of America

BYLAWS

ARTICLE I

NAME

The name of this organization shall be the San Francisco Section of the Illuminating Engineering Society, IES.

ARTICLE II

PURPOSE

The purpose of this Section is to advance the art, science, and practice of illumination by investigation, evaluation, and dissemination of knowledge to consumers, producers, and general interest groups through educational, literary, and scientific means, as these Bylaws may provide, all within the meaning of Section 501(c)(3) of the Internal Revenue Code.

ARTICLE III

MEMBERS

Section 1 - Assignment

The membership of this Section shall include all members of the Society who are in the area assigned by Vice Presidents Committee to this Section, except those members submitting requests to the Executive Vice President for membership in another Section.

Section 2 - Classification

The members of this Section shall be designated according to the classification recorded in the Society's official records.

ARTICLE IV

STUDENT CHAPTERS

Section 1 - Establishment

Subject to approval of the Regional Vice President, the establishment of a Student Chapter may be authorized by the Board of Managers of the Section, either as individual Section sponsor or in co-sponsorship with other Sections, at any university, college, or two-year accredited technical school, provided, however, that membership in the proposed student Chapter will be at least five Student Members and that there will be a faculty member who has agreed to participate actively as an advisor to the Student Chapter and to serve as Chairman of the Student Chapter Advisory Committee.

Section 2 - Revocation

Should the membership of a Student Chapter fall below five or should there be no faculty member to serve as an advisor, the Section, or co-sponsoring Sections,. Subject to the Regional Vice President, may revoke the authorization of a Student Chapter.

Section 3 - Student Chapter Representative

A Student Member who has been selected to represent a Student Chapter shall have the right to vote in Section meetings provided Section has previously passed a resolution granting the Student Chapter Representative the privilege of voting.

Section 4 – Duties

The duties, function and operations of a Student Chapter shall be in accordance with the official Student Guide.

ARTICLE V

OFFICERS, TERMS AND DUTIES

Section 1 - Officers

The officers of this Section shall be: a President; a First Vice President (President Elect); Second Vice President; a Secretary; a Treasurer; and at least five Managers. See Article VIII Board of Managers; all must be current dues paying members of the IESNA.

Section 2 - Terms

The President shall hold office for one year and shall be eligible for re-election for one consecutive year only (this sentence approved by IES SF board vote in Feb. 2009). All other Officers shall hold office for one year and are eligible for re-election to the same office. The Officers shall assume their duties on July 1 after election. The administrative year shall extend from July 1 through June 30 each year.

Section 3 - Duties

The Officers shall perform their duties as specified in the IESNA Section Guide.

ARTICLE VI

NOMINATIONS and ELECTIONS

Section 1 - Section

The current President shall select *at least* three members of this Section to comprise the

Nominating Committee. The Committee shall follow the election procedures outlined in the Section Guide. The Board of Managers shall participate in the annual nominating procedure through approval of the proposed slate during the March Board of Managers meeting. The members of this Section shall elect Officers in accordance with the IES Section Guide and these Bylaws.

Section 2 - Society

The Board shall participate in the annual nominating procedure through a meeting to be held in September for the purpose of making nominations for Society offices. The Board of Managers shall instruct the Section President and Secretary of their nominee commitments when attending the Regional Nominating Committee meeting in October.

ARTICLE VII

MEETINGS

Section 1 - Regular Meetings

Regular meetings of the Section shall be scheduled by the Board of Managers. Except with the approval by vote of the Vice Presidents Committee, the number of meetings held in a fiscal year shall be not less than seven.

Section 2 - Special Meetings

Special meetings may be held at the call of the President or upon written request of eight members. The business transacted at such a meeting shall have stated in a notice to the membership at least ten days prior to the date of such a meeting. No business other than stated in the notice shall be transacted at such a special meeting.

Section 3 - Regional Meetings

The President and the Secretary shall attend the Regional Orientation Meeting, the Regional Nominating Committee meeting, and all Regional Executive Committee Meetings called by the Regional Vice President during the year. In the event either or both Officers is/are unable to attend such meeting, an alternate for each office shall be appointed to attend the meeting to fully represent the Section with full voting privileges.

ARTICLE VIII

BOARD OF MANAGERS

Section 1 - Composition

The governing body of the Section shall be a Board of Managers composed of the Officers of the Section and the Past President. Five members of the Board comprise a quorum.

Section 2 - Duties

The Board of Managers shall conduct the business of the Section in accordance with the official Section Guide.

Section 3 - Restrictions

No officer shall receive directly or indirectly any salary, compensation, or emolument from the Section.

ARTICLE IX

COMMITTEES

Section 1 - Composition

The President shall appoint committees composed of members of the Section for the purpose of carrying on the business of the Section.

Section 2 - Duties

Duties of the committees shall be in accordance with the official Section Guide or as defined by the President.

Section 3 - Planning

Prior to July 1, the duly nominated President may, after consultation with the other members of the Board of Managers, invite committees to formulate plans with a view to beginning active work promptly under the new administration.

Section 4 - Restriction

No committee member shall receive directly or indirectly any salary, compensation, or emolument from the Section.

ARTICLE X

DUES and FISCAL PRACTICE

Section 1 - Society Dues

The annual dues from this Section shall be payable in advance upon receipt of a dues notice from the Executive Vice President.

Section 2 - Local Dues

The board of managers may elect to assess a Section and/or Region dues from members of the Section. Such dues may not exceed the maximum amount authorized by the Board of Directors. Such dues may be collected locally or by the Executive Vice President upon request for inclusion in the annual dues billing.

Section 3 - Fiscal Practice

Section finances shall be administered in accordance with the official Section Guide and the policies of the Society. The Board of Managers shall prepare a budget of expenses in connection with the program from each fiscal year in accordance with instructions from the Regional Vice President or Executive Vice President.

Section 4 - Fiscal Year

The fiscal year of the Society shall extend from *July 1 through June 30* each year.

ARTICLE XI

INDEMNIFICATION

(reserved)

ARTICLE XII

PARLIAMENTARY AUTHORITY

Robert's Rules of Order Newly Revised shall govern the proceedings of the Section in all cases not otherwise provided in these Bylaws or the official documents of the Society.

ARTICLE XIII

AMENDMENTS

Section 1 - Proposals to Amend

An amendment to these Bylaws may be requested by any member in good standing, provided such request be made to the Section Board of Managers. Such request shall be read before a meeting of the Section's Board of Managers at the next regular meeting. Approval will be based on a simple majority vote.

Section 2 - Effective Date

Unless otherwise provided therein, an amendment shall take effect following adoption by the Board of Managers.