RHODE ISLAND SECTION
YOUNGER MEMBER GROUP
AMERICAN SOCIETY OF CIVIL ENGINEERS

BYLAWS

Adopted (date)

ARTICLE 1
Name and Objectives

SECTION 1. Name. The name of this group shall be the Younger Member Group (hereinafter referred to as the "YMG") of the Rhode Island Section (hereinafter referred to as the "Section") of the American Society of Civil Engineers (hereinafter referred to as the "Society" or “ASCE”).

SECTION 2. Objective. The objective of the YMG shall be the advancement of the science and profession of engineering in a manner consistent with the purpose of the American Society of Civil Engineers. Additional objectives shall include:

a. To supplement the activities of the Section in furthering the Society’s objectives, with particular reference to Younger Members;
b. To foster and encourage professionalism among Younger Members;
c. To develop and promote an awareness of engineering professionalism among Younger Members;
d. To support and foster the development of students of civil engineering and graduating college students as they enter the civil engineering profession;
e. To provide a training ground for developing future leaders of the Section, the Society, and the civil engineering profession as a whole;
f. To improve and maintain the good public image of the civil engineering profession;
g. To provide a forum for discussion of problems of mutual interest to Younger Members;
h. To foster social fellowship among Younger Members;
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i. To promote volunteerism through active participation in the YMG and local community service efforts;

j. To organize and conduct the ASCE annual Younger Member Council when it is the Section’s turn to host it, and to encourage and assist participation at the conference each year; and

k. To do all other things incidental or conducive to the attainment of the above named objectives.

**SECTION 3. Authority.** The activities and actions of the YMG shall be consistent with the provisions set forth in the Constitution and Bylaws of the Rhode Island Section.

**ARTICLE 2**

**Membership**

**SECTION 1. Younger Members.** As used in the Bylaws of the YMG, the term “Younger Member” shall include any Associate Member, Member, or Affiliate Member of ASCE who is less than 35 years of age.

**SECTION 2. Subscribing Members.** Only Younger Members who are currently members in good standing of the Section (those having paid the Section dues of the current year) shall be entitled to vote, hold office, or officially represent the YMG.

**ARTICLE 3**

**Dues and Assessments**

**SECTION 1. Member Dues.** The YMG itself shall not collect annual dues for membership.

**ARTICLE 4**

**Management**

**SECTION 1. Executive Board.** There shall be an Executive Board whose voting members shall be the elected officers of the YMG.

**SECTION 2. Officers.** The officers of the Executive Board shall consist of a Chair, a Chair-Elect, a Vice Chair, a Secretary, a Treasurer, and a Past Chair.
ARTICLE 5
Duties of Officers

SECTION 1. Chair. It shall be the duty of the Chair to coordinate and oversee all YMG activities with the assistance of the other members of the Executive Board. The Chair shall preside at all meetings of the YMG; ensure that elected officers/appointed position heads are fulfilling their duties; develop the YMG budget jointly with the YMG Treasurer and monitor expenditures; present the YMG budget to the Section Board of Government and/or Finance Committee, as required; attend the Section Board of Government meetings as a voting Member and serve as liaison between the Board and the YMG; attend meetings for the subsequent year following the Chair term as the Past Chair, and such other duties as are customary and proper for such office.

SECTION 2. Chair-Elect. It shall be the duty of the Chair-Elect to become familiar with all aspects of the YMG and to perform such other duties as assigned by the Chair and/or the Executive Board.

SECTION 3. Vice-Chair. It shall be the duty of the Vice-Chair to preside at meetings in the absence of the Chair and assume such duties as delegated by the Chair; assist the Chair in creating meeting agendas; assist the Chair in ensuring that elected officers/appointed position heads are fulfilling their duties; and to perform such other duties as assigned by the Chair and/or the Executive Board.

SECTION 4. Secretary. It shall be the duty of the Secretary to coordinate distribution of announcements for YMG meetings and events, to record proceedings of the YMG meetings and Executive Board meetings, and to maintain the administrative records of the YMG.

SECTION 5. Treasurer. It shall be the duty of the Treasurer to prepare the operating budget of the YMG jointly with the Chair; to coordinate with the Section Treasurer concerning funds and bank accounts; to manage the prompt payment of bills; to keep accurate records and receipts of YMG expenditures; to assist members in submitting reimbursements to the Section Treasurer; and to submit a detailed accounting of the YMG's expenditures at each Executive Board meeting.
SECTION 6. *Past Chair.* The current Chair shall automatically advance to the position of Past Chair for the next YMG administration. If the outgoing Chair is unable or unwilling to serve as Past President, a former YMG Chair may be recalled to serve as such.

SECTION 7. *Terms.* Officers shall be elected for a term of one (1) year, commencing on the first day of June.

SECTION 8. *Vacancies.* In the case of vacancy in the office of Chair, the Vice Chair shall succeed to the office for the remainder of the term. In the case of vacancy in the office of Chair Elect, the election of a replacement Chair Elect shall take place as defined in the Bylaws of the YMG.

**ARTICLE 6**
Nomination and Election of Officers

SECTION 1. *Nominating Committee.* The Nominating Committee shall select one (1) or more candidate for each office except for Chair and Past Chair to be filled in the ensuing year and shall obtain the consent of each nominee to serve if elected. In addition, candidates may be nominated by written petition containing signatures of at least three (3) Subscribing Members.

SECTION 2. *Ballots.* The Secretary shall send a ballot, electronically, containing a list of all nominees, petition nominees, and a space for a write-in vote for another candidate for each office, to each Subscribing Member of the YMG at least two (2) weeks prior to the ballot due date.

SECTION 3. *Tallying the Ballots.* Ballots returned to the Secretary up to the time of counting shall be opened and counted by the current Chair and Past Chair. For each office, the candidate receiving the highest number of votes cast shall be declared elected. In the event of a tie, the vote shall be retaken for tying candidates. In the event of a write-in victory, the write-in candidate must be verified for eligibility to hold office by the Nominating Committee and must accept the Office. The current Chair will announce the results of the election.

**ARTICLE 7**
Activities and Meetings
SECTION 1. General Meetings and Annual Meeting. General Meetings for conducting business of the Younger Member Group shall be held monthly, except in July and August, or as otherwise determined by the Executive Board. The Annual Meeting shall be held on such date and at such place as the Executive Board shall designate, in coordination with the Section. The Secretary shall distribute meeting announcements.

SECTION 2. Other Activities. Special meetings, field trips, and activities of the YMG shall be held at such times and places as designated by the Executive Board.

SECTION 3. Open Attendance. Meetings shall be open to all members of the Society, members of Student Chapters, and guests.

SECTION 4. Executive Board Meetings. Meetings of the Executive Board shall be held at such times and places as deemed necessary, or business may be conducted by mail, conference call, or email in lieu of meetings at the discretion of the President. Meetings of the Executive Board shall be open to all members of the YMG.

SECTION 5. Quorum. At all membership meetings where business is transacted, three (3) Subscribing Members shall constitute a quorum. A majority of the members of the Executive Board shall constitute a quorum at any meeting of the Executive Board.

ARTICLE 8
Committees

SECTION 1. Standing Committees. The YMG shall have a Nominating Committee consisting of three (3) individuals, who shall be appointed by the Executive Board and shall serve a one (1) year term. At least one member of the Nominating Committee shall be a current member of the Executive Board.

SECTION 2. Task Committees. The Executive Board shall establish such other committees as needed. Except as otherwise established by the Executive Board, each such committee shall have a minimum of two (2) committee members.

SECTION 3. Limitations. No individual may serve on more than three YMG
committees concurrently except for the Chair, who is an *ex officio* member of all YMG committees.

**ARTICLE 9**

Administrative Provisions

**SECTION 1.** No part of the net earnings of the YMG shall inure to the benefit of any private shareholder or individual and no substantial part of the activities of the YMG shall be carrying on propaganda or otherwise attempting to influence legislation. The YMG shall not participate or intervene in (including the publishing or distributing of statements) any political campaign on behalf of or in opposition to any candidate for public office.

**SECTION 2.** Upon dissolution of the YMG, the assets remaining after the payment of the debts of the YMG shall be distributed to the Rhode Island Section.

**ARTICLE 10**

Amendments

**SECTION 1.** *Proposal.* Proposed amendments to these Bylaws may be proposed by any member of the Executive Board or shall be submitted in writing to the Secretary and endorsed by at least six (6) Subscribing Members. Proposed Bylaws changes shall be reviewed and approved by the Rhode Island Section and discussed with the Society’s legal counsel.

**SECTION 2.** *Process.* The Chair shall designate some subsequent regular meeting for discussion or amendment of the proposed amendment and shall so signify in the notice for said meeting. This notice shall contain a copy of the proposed amendment and shall be sent no less than two (2) weeks in advance of the meeting. If the proposed amendment, in its original or amended form, receives the affirmative approval of two-thirds (2/3) of the Subscribing Members present and eligible to vote at the designated meeting, the proposed amendment shall be immediately forwarded to the Committee on Younger Members for
approval. The Amendment shall not become effective until it has received the approval of the Committee on Younger Members.

Authored and approved by the Rhode Island Younger Member Group on October 5, 2011

Approved by the Rhode Island Section on ______