

Boone County Bar Association Bylaws

As amended ~~and restated October 11, 2017~~ November 18, 2009

ARTICLE 1 - NAME

The name of the Association shall be the BOONE COUNTY BAR ASSOCIATION.

ARTICLE 2 - PURPOSES

The purposes of the Association shall be to uphold and defend the Constitutions of the United States of America and of the State of Missouri; to advance the science of jurisprudence and promote legal and judicial reforms; to promote the administration of justice and the uniformity of legislative and judicial decisions; to maintain the honor and dignity of the legal profession; to educate the public in regard to all aspects of the judicial system; and to cultivate a spirit of cordiality ~~and brotherhood~~ among its members.

In order to accomplish and/or further, directly or indirectly, any of the aforesaid purposes, the Association shall be authorized to do anything, perform any act and exercise any right and any power which ~~un~~incorporated associations now are or may hereafter be permitted to do, perform or exercise.

ARTICLE 3 - MEMBERSHIP IN ASSOCIATION

1. Eligibility. Any ~~member-attorney~~ in good standing of the Missouri Bar who resides in Boone County, Missouri, any attorney whose primary practice is located in Boone County, any attorney whose primary practice was located in Boone County when the attorney was first admitted to the Association-Bar, and any sitting or retired judge of a court of record of the 13th Judicial Circuit, shall be eligible for membership in the Association and may become a member of the Association upon payment or waiver of dues as hereinafter provided. University of Missouri-Columbia School of Law faculty members who are licensed to practice law in a state other than Missouri, Missouri attorneys primarily practicing in Howard, Randolph, Audrain, Callaway, Cole, Cooper and/or or Moniteau Counties, sitting or retired judges of a court of record in any such county, -and retired former Association members, may become non-voting members upon payment of dues as hereinafter provided.

2. Termination of Membership. Any member of the Association who ceases ~~to maintain membership in the Missouri Bar, or ceases to reside in Boone County, Missouri~~ to meet the requirements for admission other than payment of dues, or fails to pay dues within ~~one hundred twenty (120) - sixty (60)~~ days after they become due, or fails to pay any assessment levied by the Association within one hundred twenty (120) days after mailing of written notification thereof, or resigns, or is expelled from the Association by a majority vote of ~~three-fourths (3/4) of the members of the Executive Committee of the~~ Association, shall cease to be a member of the Association; provided,

however, any person ceasing to be a member of the Association by virtue of having failed to pay dues or any assessment shall automatically be reinstated to membership by payment of all arrearages.

ARTICLE 4 - OFFICERS

1. Officers. The officers of the Association shall be a President, a Vice-President, a Secretary, a Treasurer, and a Newsletter Editor/Webmaster. The President, Vice-President, Secretary and Treasurer shall be elected for a term of one year in the manner hereinafter provided. The Newsletter Editor/Webmaster shall be appointed by the President for a term of one year. The officers shall perform the following duties:

a. President. The President shall be the chief officer of the Association; shall appoint all committee chairs, unless otherwise provided for herein or in the motion authorizing the committee; shall be an ex officio member of all committees, except the Nomination Committee; shall preside at all meetings of the Association and of the Executive Committee and shall inspect and approve the minutes thereof; shall fix the time and place of the annual, regular and special meetings of the Association and of meetings of the Executive Committee unless such Committee shall otherwise direct; and, shall have such additional powers and duties as the Association or the Executive Committee may from time to time determine.

b. Vice President. The Vice President shall assist the President in the performance of his or her duties; shall perform such additional duties as the Executive Committee and/or the President may require; and shall perform the duties of the President in the event of the President's absence or disability.

c. Secretary. In cooperation with the Newsletter Editor/Webmaster, the Secretary shall keep a record (minutes) of the proceedings of the Association and of the Executive Committee; shall notify all members of their election or of their appointment to committees; shall keep a roll of the members of the Association and determine their good standing; shall give notice of all meetings of the Association and of the Executive Committee to their respective members and such other notices as may be required by the Executive Committee and/or the President, making use of the Association Newsletter to do so when appropriate; shall prepare all correspondence of the Association; shall present at each meeting of the Association a report (minutes) of the last meeting and of the Association activities since such meetings, or cause same to be published in the Association Newsletter; shall ensure that all members of the Association are provided a copy of the Resolutions and By-Laws of the Association; and shall perform such other duties as may be required by the President and or the Executive Committee.

d. Treasurer. The Treasurer shall collect all dues and assessments, and, subject to the control and direction of the Executive Committee, disburse all funds of the Association; shall report at each annual and regular meeting of the Association, and/or in the Association Newsletter, the financial condition of the Association and

the amount of its funds received and disbursed; shall keep regular accounts at all times open to inspection by any member of the Association; shall make all required tax filings; and, shall perform such other duties as may be required by the President and/or the Executive Committee.

e. Newsletter Editor/Webmaster. The Newsletter Editor/Webmaster shall publish the Association's monthly Newsletter and/or maintain the Association's website under the authority and direction of the President and Executive Committee. The Executive Committee shall establish appropriate guidelines for the Newsletter and website. The Newsletter Editor/Webmaster also shall assist the Secretary in the performance of the Secretary's record-keeping duties as appropriate.

2. Vacancies. In the event a vacancy shall occur in the office of President, as the result of death, resignation or otherwise, the Vice President shall perform the duties and functions of that office for the remainder of the term in which such vacancy occurs. All other vacancies in the offices of the Association, or in the membership of the Executive Committee, as hereinafter provided, shall be filled by appointment of the Executive Committee, and the person so appointed shall complete the unexpired term.

ARTICLE 5 - EXECUTIVE COMMITTEE

1. General Powers. The property and business of the Association shall be controlled and managed by the Executive Committee.

2. Number and Term. The Executive Committee shall be composed of eight (8) members, namely, the President, the Vice President, the Secretary, the Treasurer, and the Newsletter Editor/Webmaster, who shall serve during their terms of office; and the immediate past President, and two (2) members to be elected at large from the general membership of the Association, who shall serve for one year. ~~No at-large member of the Executive Committee shall be eligible for re-election to said Committee until one (1) year after expiration of his/her term of office.~~

3. Meetings. The Executive Committee shall meet quarterly, in person or by phone conference, quarterly, upon call by the President, ~~or,~~ or upon the written request of any ~~five~~ four (5-4) of its members.

4. Quorum and Committee Action. Five (5) members of the Executive Committee shall constitute a quorum for the transaction of the business at any meeting of the Executive Committee. The act of the majority of a quorum shall be considered the act of the Executive Committee.

5. Voting. The Executive Committee may submit votes electronically.

ARTICLE 6 - ELECTIONS

1. Nominating Committee. Not later than June 1 of each year, the President shall appoint a Nominating Committee, consisting of three (3) members of the Association, to select and nominate candidates for the offices of President, Vice President, Secretary, Treasurer, and the two at-large members of the Executive Committee. In the event the President does not appoint all members of the Nominating Committee by July 1, the Executive Committee shall fill the vacancies then existing on the Nominating Committee.

2. Report. The Nominating Committee shall make a written report to all members of the Association at least seven (7) days prior to the annual meeting of members of the nominees for the officerships and memberships described hereinabove.

3. Election. The officers and Executive Committee members, subject to election, shall be elected at the annual meeting of the Association by a majority vote of the members attending said annual meeting.

4. Terms of Office. The President, Vice President, Secretary, Treasurer, Newsletter Editor/Webmaster, immediate past President, and two at-large members of the Executive Committee shall hold office until the next annual meeting from January 1 of the calendar year immediately succeeding their election or appointment until December 31 of such year or until their successors shall be duly elected or appointed. Notwithstanding the foregoing, those persons elected or appointed at the September 22, 2017, meeting of the Association shall serve from the date of election until December 31 of 2018.

5. Nominations from Floor. Nothing herein contained shall preclude any member of the Association from nominating from the floor any member thereof for any of the offices or memberships to be filled.

6. Good Standing. No member of the Association shall be permitted to accept a nomination for any office of the Association or hold such office unless all dues and assessments for said member shall be paid in full.

ARTICLE 7 - STANDING COMMITTEES

1. Standing Committee Chairss. The President, with the advice and approval of the Executive Committee, shall appoint three (3) members one (1) chair to each of the following committees listed in paragraph 4 of this Article 7.:

a. Practice, Procedure and Judiciary Committee.

b. Family Law Committee.

c. Criminal Law Committee.

~~d. Program and Entertainment Committee.~~

~~e. Legal Aid Committee.~~

~~f. Partners in Education/Public Relations Committee.~~

In the event the President does not appoint the ~~members~~ chairs of said committees within forty-five (45) days after his election, the Executive Committee shall fill the vacancies then existing.

2. Members. Any member may sign up for any committee. ~~Except where otherwise provided, the number of members on each committee is unlimited. Each committee shall consist of up to five (5) members, unless the committee chair allows additional members. The committee chair shall determine the committee membership in the event that more than five (5) persons request membership on a committee.~~

3. Term. ~~All chairs shall be appointed and all members shall sign up for all committees on an annual basis. All chairs and other committee members shall serve until the next annual meeting or until their successors are appointed.~~

42. Duties. The standing committees and their duties ~~of the standing committees~~ shall be as follows:

a. Practice, Procedure and Judiciary Committee. This committee shall conduct a continuing study of the rules, practice and procedure in effect in our state and local courts; and, shall meet on a regular basis with the local Judiciary and its appointed administrative representatives in an attempt to maintain and establish open lines of communication between said Judiciary and the practicing bar; and, shall make recommendations from time to time of proposed changes regarding the rules, practices and procedures before said courts. This committee shall ~~consist of five members which shall~~ include the chair of the Family Law Committee and the chair of the Criminal Law Committee. ~~The terms of the other three members shall be appointed on a three-year, two-year, and one-year basis. The President shall designate the chair of this committee regardless of the member's specific term.~~

b. Family Law Committee. This committee shall conduct a continuing study of the rules, practices, and procedure involving domestic, family, and juvenile law in our state and local courts; and, shall meet on a regular basis with the local Family Court and its appointed representatives in an attempt to maintain communications between the Judiciary and the Family Law practicing bar; and, shall make recommendations from time to time of proposed changes regarding the rules, practices and procedures before said domestic and family law courts. ~~The terms of the members shall be appointed on a three-year, two-year and one-year basis.~~

c. Criminal Law Committee. This committee shall conduct a continuing study of the rules, practices, and procedure involving criminal law in our state and local courts; and, shall meet on a regular basis with the local Judiciary and its appointed representatives in an attempt to maintain communications between the Judiciary and the Criminal Law practicing bar; and, shall make recommendations from time to time of proposed changes regarding the rules, practices, and procedures before said courts. ~~The terms of members shall be appointed on a three-year, two-year and one-year basis.~~

d. Program and Entertainment Committee. This committee shall be responsible for the preparation and presentation of the program at each meeting of the Association and for the holiday party and bench-bar social. ~~The terms of the members shall be appointed on a three-year, two-year and one-year basis.~~

e. Legal Aid Committee. This committee shall conduct a continuing study of the availability of legal services to those persons in Boone County, Missouri, who are in need of legal assistance but who are unable to pay for such assistance; and, shall provide support to any organizations or individuals providing legal assistance to those persons who are unable to pay for such assistance.

f. Partners-in-Education/Scholarship Committee/Public Relations Committee. This committee shall conduct a continuing program for the purpose of improving relations and promoting understanding between the Association and ~~the general public elementary and secondary school students~~ and shall take such action as it deems necessary to inform and educate such the general public concerning students concerning the administration of justice and the practice of law. Specifically, this committee will coordinate with the Columbia Public Schools to provide legal education for the youth of our community (Partners-in-Education), and with high schools located in Boone County, Missouri for the provision of a scholarship or scholarships by the Association, as determined by the Executive Committee. ~~The terms of the members shall be appointed on a three-year, two-year and one-year basis.~~

g. Public Relations Committee. This committee shall endeavor to increase awareness of the Association and further relations and promote understanding between the Association and the general public.

h. Community Involvement Committee. This committee shall organize an annual community fundraising event for a charitable purpose related to the legal field.

45. Special Committees. The President, with the advice and consent of the Executive Committee, may appoint special committees, the duties of which shall be prescribed at

the time of appointment and the terms of which shall expire at the end of the said President's term of office unless sooner terminated.

6. Committee Meetings; Powers. The committees shall meet quarterly and committee chairs shall cause a report of each such meeting to be made to the President within thirty (30) days thereafter. Committee recommendations and actions must be approved by the Executive Committee before action is taken in the name of the Association.

ARTICLE 8 - MEETINGS OF THE MEMBERSHIP

1. Regular Meetings. The Association shall hold regular monthly meetings of the members of the Association on dates set by the President or Executive Committee.

2. Special Meetings. Special meetings of the members of the Association shall be held upon the written request of ten (10) members of the Association, upon call by the President, or upon call by at least ~~four~~five (45) members of the Executive Committee. At such meetings, no business shall be transacted except such as shall have been specified in the notice thereof.

3. Social Meetings. One (1) or more social meetings of members of the Association and their guests may be held each year at a time and place to be designated by the Executive Committee.

4. Annual Meetings. An annual meeting of the general membership shall be held during the month of ~~August~~ September each year, at a time and place to be determined by the Executive Committee, but ordinarily in conjunction with the Association's annual James C. Butcher Memorial Picnic. The purposes of the annual meeting shall be election of officers, election of members to the Executive Committee, and such other business as may come before the meeting.

5. Notice. ~~Written Notice of the setting the~~ place, date and hour of any meeting of the membership of the Association shall be published in the newsletter and electronic notice and shall be provided by e-mail or other generally accepted form of official communication to all members mailed to each member of the Association ~~at his or her last known address~~ at his or her last known e-mail, or other official address, as appropriate, not less than ~~ten~~five (10~~5~~) days before the meeting.

6. Quorum. At all meetings of the membership, twenty-five (25) members of the Association shall constitute a quorum for the transaction of business. The act of the majority of a quorum shall be the act of the Association.

7. Rules. The most recent edition of Robert's Rules of Order shall govern the proceedings of said meetings.

8. Order of Business. At each annual, monthly or special meeting of the Association, the order and matters of business shall be at the discretion of the President or other

person designated by the President or Executive Committee to conduct the meeting. as follows:

~~a. Reading of minutes of preceding meeting.~~

~~b. Reports of Officers.~~

~~c. Report of the Executive Committee.~~

~~d. Reports of standing committees.~~

~~e. Reports of special committees.~~

~~f. Unfinished business.~~

~~g. New business. (Except that no vote shall be placed on new business matters until the matter has been brought as an official order of business at a previous meeting.)~~

~~h. Program.~~

Such order may be changed for any meeting by the vote of a majority of members present at such meeting.

ARTICLE 9 - DUES AND ASSESSMENTS

1. Dues. Effective January 1, 20~~18~~¹⁹, the annual dues of the Association shall be levied in the amount of \$50, or in such other amount as determined by the Executive Committee. The Executive Committee shall give at least thirty (30) days notice of any increase in the dues amount.; The annual dues are payable January 1 each year. Members joining or rejoining after January 1 shall pay prorated dues ~~of~~ in an amount determined by the Executive Committee.

~~\$50 during the first quarter, \$37.50 during the second quarter, \$25 during the third quarter, and \$12.50 during the fourth quarter; provided, however, that existing members who are renewing their memberships and who have not previously been stricken from the membership rolls shall pay the full \$50 dues no matter when their dues are paid. "Public service attorneys" shall pay annual dues of one-half of the aforesaid amounts under the aforesaid terms. "Public service attorneys" shall include attorneys working for Mid Missouri Legal Services Corporation (other than the Director), Assistant Public Defenders for Boone County, and Assistant Prosecuting Attorneys for Boone County. The Executive Committee shall have the power to add or remove categories of attorneys from the classification as "public service attorneys," provided that no such classification change shall be made except by affirmative vote of five (5) or more members of the Executive Committee.~~

2. Mandatory Waivers. Upon request, dues shall be waived ~~for sitting and retired judges of courts of record of the 13th Judicial Circuit and~~ for members who have been licensed to practice in Missouri for fifty (50) years or more or who have reached the age of 75 years.

3. Discretionary Waivers. The Executive Committee shall have the power to waive dues in extraordinary circumstances and to levy additional assessments deemed necessary for the maintenance of the Association; provided, however, that no such waiver or assessment shall be made except by the affirmative vote of five (5) of the ~~eightseven~~ (87) members of the Executive Committee.

ARTICLE 10 - AMENDMENTS

These By-Laws may be amended by a two-thirds (2/3) vote of the members present at any meeting of the Association held in accordance with these By-Laws; provided, however, written notice of such proposed amendment, together with a copy thereof, is provided by e-mail or other generally accepted form of official communication mailed to each member of the Association, at his or her last known e-mail or other official address, as appropriate, at least ten (10) days prior to such meeting.