

NORTH CAROLINA SECTION *of* INSTITUTE OF TRANSPORTATION ENGINEERS BYLAWS

ARTICLE 1 – MEMBERSHIP

Section 1.1 – The North Carolina Section of Institute of Transportation Engineers, hereafter referred to as the Section, was formed as the North Carolina Division of Southern Section of Traffic Engineers in its Charter signed on January 1, 1972. Designation as a Member of the (North Carolina) Section also requires membership in the Institute of Transportation Engineers and membership in the Southern District (District 5) previously known as the Southern Section. An application for membership accepted by the (North Carolina) Section and ongoing annual payment of dues to the Institute, District and Section is required to achieve and maintain Member status.

Section 1.3 – Affiliates of the Section shall consist of those who maintain membership in the Section but are not members of the Institute.

Section 1.4 – The Section Board of Directors shall establish standards and procedures to be followed in the admission of all members. The standards and procedures shall be included in the Section Operations Manual as may be amended by the Section Board.

ARTICLE 2 – RESIGNATION AND EXPULSION

Section 2.1 – Any Member or Affiliate may resign from the Section by written request to the Secretary. In the event of a resignation, dues previously paid shall not be refunded. Any Member or Affiliate who anticipates being out of the state for more than one year but plans to resume activities in the Section upon returning may request temporary suspension of their membership to avoid paying dues during that period of absence. Temporary suspension of membership shall require Board approval.

Section 2.2 – Any Member or Affiliate whose Section dues are more than six (6) months in arrears shall be dropped from Section rolls, and the unpaid dues shall become an obligation to be paid before the delinquent can be restored to good standing in the Section.

Section 2.3 – Any Section Member whose Institute membership has been forfeited shall automatically forfeit membership in the Section. Any Member who is placed on inactive status by the Institute shall be placed on inactive status by the Section.

Section 2.4 – The Section Board shall consider the expulsion of any Section Affiliate (a) upon derogatory information coming to its notice, or (b) upon the written request of five or more members, or (c) upon recommendation of the Membership Committee that, for the cause set forth, a person identified as a Section Affiliate be expelled. The Section Board shall thereupon follow the procedure set forth in Article II, Section 17 of the Institute Constitution. In the event such a charge is brought against a Member, the Section Board shall immediately refer the matter to the Institute Board of Directors for handling as provided in Article II, Section 17 of the Institute Constitution.

ARTICLE 3 – FEES AND DUES

Section 3.1 – An entrance fee and transfer fee may be established by the Section Board.

Section 3.2 – Annual dues shall be established by the Section Board. Dues shall be payable according to the Institute billing schedule and the Section billing schedule. Dues for new Members and Section Affiliates shall be payable upon application for membership. Retired Life and Honorary Members shall be exempt from paying Section dues and shall retain all rights and privileges of their membership classification.

ARTICLE 4 – NOMINATION AND ELECTION

Section 4.1 – Officers of the Section, requirements for holding such offices and terms of office shall be according to the Section Operations Manual.

Section 4.2 – Nominations for elective offices shall be conducted annually according to the Section Operations Manual.

Section 4.3 – Officers of the Section shall be elected according to the Section Operations Manual.

Section 4.4 – District 5 Section Representatives shall be ex-officio non-voting members of the Section Board and represent the Section on the District 5 (Southern District) Board. Their number (as determined by the Southern District Board), length of term and date of office shall be according to the Section Operations Manual.

Section 4.5 – In the event of a vacancy occurring in an elective office, that office shall be filled according to the Section Operations Manual.

ARTICLE 5 – MEETINGS

Section 5.1 – Regular meetings of the Section Board shall be held according to the Section Operations Manual.

Section 5.2 – An Annual Meeting of the Section shall be held at a time and place approved by the Section Board.

Section 5.3 – An installation ceremony for Officers shall be held at the Annual Meeting.

ARTICLE 6 – GOVERNMENT

Section 6.1 – The Government of the Section shall be vested in the Section Board. The Board shall manage the affairs of the Section in conformance with the provisions of the Section Charter, Bylaws and Operations Manual.

Section 6.2 – The President shall preside at meetings of the Section and of the Section Board; however, when the President is unable to do so, the Vice-President shall preside at meetings and discharge the duties of the President.

Section 6.3 – The President shall appoint committees, councils and task forces as deemed necessary and desirable. Operating policies shall be established by the Section Board and included in the Section Operations Manual.

ARTICLE 7 – VOTING

Section 7.1 – Voting shall be carried out in a manner prescribed by the Section Board and included in the Section Operations Manual.

Section 7.2 – When voting is required, a paper or secured electronic process may be used in a manner prescribed by the Section Board and be made available to all eligible Section Members and Affiliates.

ARTICLE 8 – AMENDMENTS

Section 8.1 – Proposals to amend these Bylaws may be made by resolution of the Section Board or by written petition signed by at least five (5) Members.

Section 8.2 – Proposed amendments to these Bylaws shall be submitted to the Members for a vote in accordance with the Charter. When any proposed amendments to the Bylaws conflict with the Charter, those shall be explained to the Members for consideration during the voting process.

Section 8.3 – An affirmative vote of two-thirds of all ballots cast from a majority of the Members during a period of 30 calendar days shall be necessary for the adoption of any amendments to the Bylaws.

Section 8.4 – Amendments to the Bylaws and/or Charter so adopted shall take effect when accepted and approved by the Southern District Board of Directors.

(Adopted 10/7/1988; Revs. 10/27/2000, 12/2/2004, 12/30/2004, 5/24/2005, 7/21/2005, 3/12/2011)

Date approved by North Carolina Section: May 12, 2011

Date approved by Southern District: December 5, 2011