

LOUISIANA WATER ENVIRONMENT ASSOCIATION

BY-LAWS

Article 1 – Classification of Members

1.1 The membership of the Association shall consist of Active Members, Corporate Members, Life Members, Retired Members, Student Members, Dual Members, Professional Wastewater Operators (PWO) Members, and Affiliate Members, as defined in the following sections:

1.2 An Active Member shall be a superintendent, manager, or employee of a sewerage or industrial wastes system or treatment works; a professional engineer, chemist, bacteriologist, biologist, or any qualified person professionally engaged or interested in the advancement of knowledge relating to the treatment of water-borne wastes or improvement of waterways.

1.3 A Corporate Member shall be a Sewerage Board, Department or Commission; Sanitary District; Department of Public Works handling water-borne wastes; National, State, District or Municipal Board or Department of Health; or other body, corporation or organization engaged or interested in at least one of the stated objectives of the Association, and shall be entitled to one representative whose name shall appear on the roll of the members and who shall have all the rights and privileges of an Active Member. This representative may be changed at the convenience and pleasure of the Corporate Member on written notice to the Secretary.

1.4 A Life Member shall be a person who has been an Active Member of this Association or a PWO Member of this Association for at least twenty-five years or more and who has attained the age of sixty-five years or more and who has applied to the Association for such class of membership through the Secretary. A Life Member shall have all the rights and privileges of the membership class held before Life Membership was granted. He shall pay no Association dues but shall be required to pay Federation and Louisiana Conference dues if applicable. The granting of life membership to a representative of a Corporate Member shall not relieve the Corporate Member from paying dues.

1.5 Retired member shall be a person who has been an active member of this association or a PWO member of this association and has retired. A Retired member shall have all the rights and privileges of the membership class held before Retired membership was granted.

1.6 A Student Member shall be a regularly-enrolled college or university student who spends at least one-half of his time on academic course work or equivalent. A Student Member shall have all the rights and privileges of an Active Member except for

voting and holding office. A Student Member may not retain this class of membership beyond the end of the calendar year in which he is enrolled as a student.

1.7 A Dual Membership shall be a person whose residence or place of business is outside of Louisiana and who is an Active Member in good standing of any other Member Association of the Federation, or a Federation member as defined in Section 1.7. A Dual Member shall have all the rights and privileges of an Active Member except for voting and holding office.

1.8 Federation Honorary Members, Federation Life Members, and representatives of Consultant Members and Associate Members shall be eligible for Active Membership if they reside in or if their place of business is in Louisiana and if they are not Active Members of another Member Association of the Federation. If they are non-residents and their place of business is outside Louisiana, they shall be eligible for Dual Membership.

1.9 A Professional Wastewater Operator Member shall be a person who is actively employed by the responsible operating entity on the facility site on a day-to-day basis in the operation and maintenance of wastewater collection facilities, wastewater treatment facilities, or wastewater laboratories, provided for such treatment facilities, or retired therefrom. PWO Members shall be eligible voting members of the Association and shall have all rights and privileges granted to the PWO class of membership by the Federation and Association including the rights to hold office and serve on committees. PWO members shall be entitled to receive publications of the Federation as authorized by its Board of Control and publication of the Association, as authorized by its Executive Committee, for the PWO membership class.

1.10 An Affiliate Member shall be a person of similar qualifications as described herein for an Active Member who has Association voting privileges but is not eligible to hold elective office. Affiliate Members shall receive the Federation publication “Highlights” and be entitled to all other Association privileges not expressly restricted herein. A portion of the Affiliate Member’s dues shall be utilized by the Federation for publication and mailing expenses. Affiliate Members do not receive the Federation Journal.

Article 2 – Admission and Expulsion

2.1 Any person or organization desiring to become an Active, Corporate, Student, Dual, PWO, Retired, or Affiliate Member of the Association shall make application on a blank form provided by the Association. Such application shall be forwarded to the Secretary and accompanied by cash, check or money order in the amount of current dues. There shall be no admission fee.

2.2 Where there is no question of the eligibility of the applicant for membership in the classification sought, the Secretary may accept the application and so

notify the applicant. Where there is a question of eligibility, the application shall be submitted to the Executive Committee, in which a majority vote shall be required for approval.

2.3 Any member whose dues shall not have been paid within one month after the anniversary date shall be given notice of such default by the Federation. If the dues remain unpaid fifteen days after such notice, the member in default may be removed from the rolls of the Federation and Association. The dropping of a member because of non-payment of dues shall not relieve such member from his obligation to pay dues up to the time of notification of exclusion.

2.4 Any member may be expelled from the Association for good and sufficient reason by the two-thirds vote of the Executive Committee.

Article 3 – Fees and Dues

3.1 The annual dues shall be set by the Executive Committee and shall not exceed \$20.00 for Active and Affiliate Members, \$100.00 for Corporate Members, \$5.00 for Student Members, \$5.00 for Retired Members, \$20.00 for PWO Members, and \$5.00 for Dual Members in addition to the currently-established dues payable to the Federation. All dues shall be on an annual basis payable on receipt of notice and shall be due within one month of the member's anniversary date. No Federation dues are payable in the case of the Federation Honorary Members, Federation Life Members, Consultant Members, Associate Members, or Dual Members. No additional Federation dues are payable in the case of Affiliate Members.

3.2 All members paying full Association and Federation dues for the current year shall receive the publications of the Association and of the Federation that are distributed to members (including the Federation Journal and "Highlights"), except that the Association will not be responsible for the availability of publications when dues are not paid within one month after the member's anniversary date.

3.3 The fiscal year of the Association shall begin on July 1 and end on June 30.

Article 4 – Annual Meetings

4.1 A regular annual meeting of the Association shall be held between May 1 and July 31 of the fiscal year at such place and on such date as shall be selected by the Executive Committee.

4.2 Special meetings may be held at such times and places as designated by the Executive Committee.

4.3 Notices of all meetings of the membership shall be sent to all members by the Secretary at least 30 days in advance.

Article 5 – Duties of Officers

5.1 The President shall supervise the affairs of the Association and shall preside at all meetings during the year following the annual meeting at which he/she is elected. He/She shall be chairperson of the Executive Committee. He/She shall serve as a Director of the Board of Directors of the Louisiana Conference.

5.2 The President-Elect shall assist the President in the performance of his/her duties and shall act in his/her stead in his/her absence or as otherwise required.

5.3 The Vice-President (or First Vice-President) shall perform the duties of the President-Elect in the event that the President-Elect is unable for any reason to carry on his/her functions. If a Second Vice-President is elected, he/she shall perform the duties of the First Vice-President in the event the First Vice-President is unable for any reason to carry on his/her functions.

5.4 The Federation Delegate (s) shall represent the Association in the conduct of all business by the House of Delegates of the Federation. The Federation Delegate (s) or President shall also serve as Director(s) on the Board of Directors of the Louisiana Conference.

5.5 The Secretary shall, subject to the direction of the Executive Committee, be the executive administrator of the Association. He/She shall collect all dues and other revenues of the Association and transfer them to the Treasurer. He/She shall maintain a complete record of all of its activities and transactions including lists of members.

5.6 The Treasurer shall have charge of the funds of the Association and its investments, if any, and shall receive all monies and revenues from the Secretary and pay all just bills against the Association. He/She shall maintain financial records and report at all Executive Committee meetings and at the annual meeting on all receipts, expenditures and debts of the Association. In the event one member serves as Secretary/Treasurer, the duties of the Treasurer shall be combined with those of the Secretary.

5.7 The PWO Representative shall represent the Association on PWO matters.

5.8 The Executive Committee shall direct all business of the Association between annual meetings. It shall meet at least once each quarter of the fiscal year. A majority of the Executive Committee shall constitute a quorum. The Executive Committee shall determine if a Second Vice-President and a separate Secretary and Treasurer are to be elected.

Article 6 – Committees

In addition to the nominating committee provided for in Article 5 of the Constitution, the President is empowered to appoint such additional committees as may be required to advance the best interest of the Association and to enable it to fulfill its objectives.

Article 7 – Amendments

Amendments to these By-laws may originate in the Executive Committee, or through it, on petition often Active Members. The Secretary shall provide notices and complete text of an amendment, on the instruction of the Executive Committee, to each member at least thirty days before it is to be voted upon. Amendments may be voted upon at meetings or by ballot. A two-thirds majority of votes cast is required for passage.

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