

STATE BAR OF ARIZONA
JUVENILE LAW SECTION BYLAWS

ARTICLE I: IDENTIFICATION

- 1.1 NAME.** This Section of the State Bar of Arizona shall be known as the Juvenile Law Section (hereinafter “the Section”).
- 1.2 PURPOSE.** The general purpose of the Section shall be the promotion of the objects of the State Bar of Arizona within the particular fields designated by the name of the Section. To that end, it shall be the purpose of the Section:
- (a) To promote excellence in the practice of juvenile law;
 - (b) To be the voice of the juvenile law practitioner within the State Bar of Arizona;
 - (c) To provide a forum for the discussion of issues pertaining to juveniles;
 - (d) To sponsor and encourage education, participation and specialization in the practice of juvenile law;
 - (e) To enhance the professional and public image of the juvenile law practitioner;
 - (f) To cooperate with other Sections of the State Bar of Arizona in matters concerning juveniles; and
 - (g) To sponsor, promote and participate in legislative and rule-making matters concerning juveniles.
- 1.3 LIMITATIONS.** These bylaws have been adopted subject to the Rules of the Supreme Court and bylaws and the policies of the State Bar.

ARTICLE II: MEMBERSHIP

- 2.1 ENROLLMENT.** Any member in good standing of the State Bar shall, upon request, and payment of annual Section dues, be enrolled as a member of the Section.
- 2.2 MEMBERSHIP.** Members so enrolled and whose dues are paid pursuant to the provisions of the bylaws shall constitute the membership of the Section.
- 2.3 DUES.** Dues for membership in the Section shall be in an amount set by the Section and approved by the Board of Governors, payable upon enrollment and

thereafter annually in advance each year, at the beginning of the State Bar's fiscal year succeeding such enrollment.

- 2.4 SECTION AFFILIATES.** Non-State Bar of Arizona (SBA) members may be eligible to join the Section as non-voting Section Affiliates upon application to the State Bar and payment of dues. Such individuals will be entitled to the same Section benefits as SBA members except that such non-SBA members may not vote, hold elected office, or be counted in determining the presence of a quorum. Section Affiliates shall not advertise or hold themselves out as members of the State Bar of Arizona, nor shall they use or knowingly permit the use of their non-voting status in any directory or law list for the purpose of soliciting or obtaining business or financial advantage. In any advertisement or professional listings, non-SBA members must describe their association with the State Bar (if they reference it at all) as Affiliates of the Juvenile Law Section, and must include the phrase "not licensed to practice law in Arizona." Section Affiliates who advertise themselves as members of the State Bar of Arizona will be immediately removed from the Section.

ARTICLE III: OFFICERS

- 3.1 OFFICERS.** The officers of the Juvenile Law Section of the State Bar of Arizona shall be Chair, Chair-Elect, Secretary and Budget Officer.
- 3.2 CHAIR.** The Chair shall perform such duties as are required by the Board of Governors and shall report on the actions of the Board of Governors to the Executive Council and to the Section at their regular meetings. The Chair shall perform such duties as are requested by the Executive Council. The Chair shall preside at all Section and Board meetings and shall supervise the affairs and management of the Section and the Executive Council. The Chair may, subject to ratification of the Executive Council, appoint the membership of the various special committees which may be established.
- 3.3 CHAIR-ELECT.** The Chair-Elect shall perform the duties of the Chair in the event of the latter's inability to act because of absence or other reason and shall perform the duties of coordinator of committees and such other duties as may be delegated to him or to her. The Chair-Elect shall also be the parliamentarian, the final authority on rules of procedure and interpretation, and the sergeant-at-arms. It is the policy of the Section that reasonable effort be made to obtain that the position of Chair-Elect will alternate between persons from Maricopa, Pima, and outlying counties on a tri-annual basis.
- 3.4 SECRETARY.** The Secretary shall be responsible for taking minutes of all Section and Executive Council meetings and shall transcribe, distribute, and report minutes as required by the Chair or Executive Council. The Secretary shall be the liaison between the Section and State Bar regarding the retention and

maintenance of books, papers, documents, and other property pertaining to the work of the Section in the custody of the State Bar.

- 3.5 BUDGET OFFICER.** The Budget Officer shall be responsible for making accurate records of the Section's assets, income and expenditures and for making disbursements under procedures prescribed by the Executive Council or Board of Governors of the State Bar of Arizona. The Budget Officer shall report on the record as required by the Chair or the Executive Council.

ARTICLE IV: EXECUTIVE COUNCIL

- 4.1 POWERS.** The Executive Council shall have authority to act on behalf of the Section in the interval between meetings of the Section, consistent with the policies of the Section and the policies set by the Board of Governors. It shall especially authorize all commitments which entail the payment of money, and shall authorize the expenditure of all monies appropriated by the State Bar for the use or benefit of the Section. It shall not, however, authorize commitments which entail the payment of more money during any fiscal year than the amount appropriated to the Section for the fiscal year. No action of any Section committee shall be effective until approved by the council or by the Section. - During the interim between annual elections, the Executive Council may fill vacancies in its membership by a majority vote.

- 4.2 COMPOSITION.** The Executive Council shall be composed of the following persons:

- (i) the Chair;
- (ii) the immediate Past-Chair; and
- (iii) ten members-at-large elected annually-of whom no more than five shall be from any one county, and at least three of whom shall be from a county other than Maricopa and Pima .

- 4.3 TERM OF OFFICE.** All Executive Council members and officers shall serve a term of one year, or, if elected to fill a vacancy, the unexpired term of that position. The term of office shall begin with the adjournment of the Annual Meeting following the election, and shall end following the Annual Meeting at which a successor has been elected. If, at the close of any term of office, a successor has not been elected, then the term shall be extended until a successor has been elected.

- 4.4 POLL OF COUNCIL.** In urgent matters requiring immediate attention, the Chair may submit to each of the members of the Executive Council a proposition upon which the Council may be authorized to act, and the members of the Council

may vote upon the proposition either by written ballot, electronic mail ballot, facsimile transmission or by telephone vote confirmed in writing, to the secretary, who shall record the proposition and votes in the matter.

- 4.5 COUNCIL AUTHORITY.** Between meetings of the Section, the Council shall have full power to do and perform all acts and functions which the Section itself might perform. Any such action taken by the Council shall be reported to the Section at its next meeting.
- 4.6 NO COMPENSATION.** No salary or compensation for services shall be paid to or by any officer, member of the council, or member of any committee, except as may be specifically authorized by the Board of Governors.
- 4.7 REFERENDUM.** The Council may direct that a matter be submitted to the members of the Section for vote. In such event, binding action of the Section shall be a majority of the votes received in accordance with rules fixed by the Council and as conducted and certified by the Secretary.
- 4.8 ABSENTEEISM.** A voting member of the Executive Council or officer may be removed for good cause and his or her seat on the Executive Council or Office declared vacant by a two-thirds vote of those members present at a regular meeting of the Executive Council. The unexcused absence at three consecutive or more than half of the regularly scheduled meetings of the Executive Council shall also constitute cause for removal. A voting member of the Executive Council who is subject to removal shall be notified in writing by the Chair that he or she will be removed at the next meeting of the Executive Council unless he or she shows why such action should not be taken.

ARTICLE V: ELECTIONS OF MEMBERS OF THE EXECUTIVE COUNCIL AND OFFICERS

5.1 ELECTIONS.

- (i) The membership shall elect annually ten members to the Executive Council;
- (ii) The Executive Council thereafter shall elect from its members the officers named in Article 3.1, except for the Chair who accedes to that position automatically after serving as Chair-Elect.

- 5.2 CHAIR.** At the first annual meeting, a Chair shall be elected. The Chair-Elect shall thereafter automatically accede to the office of Chair. In the event the office of Chair-Elect shall be vacant, then a chair shall be elected in the manner set forth in Section 5.1(ii).

5.3 ELIGIBILITY FOR OFFICE. Any member in good standing of the State Bar and the Section is eligible to run for the Executive Council.

5.4 NOMINATIONS AND ELECTIONS.

- (i) The Executive Council shall appoint at least six months prior to the annual meeting an Elections Committee consisting of at least three persons, of whom at least one shall be from Maricopa county, one from Pima county, and one from a county other than these two.
- (ii) At least ninety days prior to the annual meeting of the Section, the Elections Committee shall solicit nominations for the Executive Council by notifying the members of the Section of the time and place of the annual meeting and of the procedure for nomination.
- (iii) Section members may present themselves for election and/or submit other nominations, acceptance of which must be signed by the nominee. Such nominations must be received by the Elections Committee at least sixty days prior to the annual meeting.
- (iv) The Elections Committee shall assure that the nominations are sufficient in number and geographical distribution to meet the requirements of the composition of the Executive Council as specified in Article 4.2(iii).
- (v) At least thirty days before the annual meeting the Elections Committee shall submit to all members of the Section a written ballot containing the names of all nominees. Ballots must be returned to the State Bar (the Elections Committee) at least two weeks prior to the annual meeting. Votes will be tallied by counties. The final election results will be determined by the Elections Committee; those determinations must be consistent with the numerical, geographical, and other requirements of Article 4.2.
- (vi) The results of the election will be announced at the annual meeting.

ARTICLE VI: SUCCESSION OF OFFICERS AND VACANCIES

6.1 CHAIR-ELECT: The Chair-Elect, unless he or she refuses or is disqualified, automatically assumes the office of the Chair for a term of one year at the end of the Annual Meeting following the election.

6.2 OFFICERS AND COUNCIL: Between annual meetings of the Section, the Council may fill vacancies in its own membership, or in the offices of the Chair-Elect, Secretary, or Budget Officer. Members of the Council and officers so elected shall serve until the next annual meeting of the Section.

ARTICLE VII: MEETINGS

- 7.1 MEETINGS.** The annual meeting of the Section shall be held in conjunction with the annual meeting of the State Bar of Arizona. The Section shall hold not less than four meetings of members throughout the year, one of which shall be the annual meeting.
- 7.2 QUORUM.** Action of the Executive Council shall be by majority vote. Seven members of the Executive Council shall constitute a quorum. The Chair and the immediate Past-Chair shall participate fully as voting members of the Executive Council. Members of the Executive Council unable to be present at a meeting may cast their votes by written proxy mailed to the Chair or to the State Bar and delivered to the Chair prior to the meeting.
- 7.3 SPECIAL MEETINGS.** The Chair may, and upon request of five members of the Executive Council shall, call special meetings of the Section or of the Executive Council. The Chair may also conduct telephonic meetings of the Executive Council if in the Chair's opinion an exceptional circumstance exists and provided that all Executive Council members are notified of the telephonic meeting and the reasons requiring it.
- 7.4 QUORUM.** The Members of the Section present at any Section meeting shall constitute a quorum. Action by the Section shall be by majority vote, including those of Section members present at the meeting and those voting by written proxy mailed to the Chair or to the State Bar and delivered to the Chair prior to the meeting.

ARTICLE VIII: COMMITTEES

The Executive Council may establish standing and special committees and define their duties and membership.

ARTICLE IX: AFFILIATION

The Chair of the Section may, with the approval of the Executive Council, appoint Section members to represent the Section at any function, meeting or conference.

ARTICLE X: REPRESENTATION OF THE STATE BAR'S POSITION

The Section must seek Board of Governors approval before taking any action or making comments on behalf of the State Bar or the Section. Any action by the Section must be approved by the Board of Governors of the State Bar before action can be effective as the action of the State Bar. Any resolution adopted or action taken by the Section shall be reported by the Chair or the Chair's representative to the Board of Governors for action by the State Bar.

ARTICLE XI: AMENDMENTS

Amendments to these Bylaws may be adopted by the Executive Council or by the Section by a majority vote at any meeting after the members of the Section have been given thirty (30) days written notice of the proposed amendments. Any amendment so adopted may be brought up for Section vote at the next annual meeting following its adoption upon written notice to the Chair by any member at least thirty (30) days prior to the meeting. The amendments shall become effective upon approval by the Board of Governors.