

**STATE BAR OF ARIZONA
TRIAL PRACTICE SECTION BYLAWS**

ARTICLE I: NAME

This organization shall be known as the "Section on Trial Practice and Procedure of the State Bar of Arizona."

ARTICLE II: PURPOSE

The purpose of the Section on Trial Practice and Procedure of the State Bar of Arizona shall be to promote the administration of justice by improving the caliber of trial practice and procedure in the courts of Arizona and to afford the members of the Bar the opportunity to increase their knowledge and to improve their skills as trial practitioners, and to thereby further the interests of the State Bar of Arizona, the legal profession as a whole and the citizens of Arizona.

ARTICLE III: MEMBERSHIP

Any member of the State Bar of Arizona shall be eligible for membership in the Section. The sole prerequisite to membership shall be the payment of the dues imposed on Section members for the current fiscal year pursuant to Article VI, Section 5 of these Bylaws.

ARTICLE IV: OFFICERS

The officers of the Section shall be as follows: Chair, Chair-Elect, Secretary and Treasurer.

ARTICLE V: DUTIES OF OFFICERS

5.1 CHAIR. The Chair, as chief executive officer, shall preside at all meetings of the Section and of Executive Committee and have such other executive powers and perform such other duties as are not inconsistent with these Bylaws or with the Bylaws of the State Bar of Arizona and the State Bar Act.

5.2 CHAIR-ELECT. The Chair-Elect shall perform all the duties of the Chair during the latter's absence or inability to act, and when so acting shall have all the powers of, and be subject to all the restrictions upon the Chair. The Chair-Elect shall have such other powers and perform such other duties not inconsistent with these Bylaws as from time to time may be prescribed by the Chair or by the Executive Committee. The Chair-Elect shall chair the Bar Convention Program

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Standing Sub-Committee.

5.3 SECRETARY. The Secretary shall be responsible for the taking of minutes at each meeting of the Section and the Executive Committee, and the transcription and the distribution of such minutes to the members of the Section. The Secretary shall chair the Publications Standing Sub-Committee.

5.4 TREASURER. The Treasurer shall be responsible for maintaining accurate records of the members of the Section, for collecting the dues of the Section and for making the necessary disbursements thereof, subject to such procedures as shall be prescribed by the Executive Committee or by the Board of Trustees of the State Bar of Arizona. The Treasurer shall chair the Continuing Legal Education Standing Sub-Committee.

5.5 PROGRAM CHAIR. The Program Chair shall, in consultation with the Section Chair, arrange for meeting presentations, conferences and seminars.

5.6 TERM. The term of office of each of the officers shall commence at the close of the State Bar Annual Convention. No person shall serve more than one year in any one officer position. Officers of the Executive Committee shall be determined by automatic succession, such that the previous year's acting Secretary will assume the duties of the Treasurer, the Treasurer will assume the duties of the Chair-Elect, the Chair-Elect will assume the duties of the Chair, unless any officer elects to relinquish his/her executive status or is removed from the line of succession for good cause, in which case the Executive Committee shall fill the vacancy.

ARTICLE VI: EXECUTIVE COMMITTEE

6.1 MEMBERSHIP. There shall be an Executive Committee composed of all the officers of the Section, the immediate past Chair of the Section, the Program Chair, and three (3) at-large members elected by the membership by mail ballot in the manner prescribed in Article X, Section 1. In addition, the Chair of the Trial College Planning Committee and the Newsletter Editor(s) shall be an ex-officio member(s) of the Executive Committee.

6.2 TERM. The terms of office for each at-large member of the Executive Committee shall be one year. An at-large member shall be eligible for re-election to one additional successive term.

6.3 DUTIES. The Executive Committee shall supervise and direct the affairs and determine the policies of the Section, subject to and in accordance with these Bylaws of the State Bar of Arizona and the State Bar Act.

6.4 MEETINGS. The Executive Committee may act at a meeting duly called or by a poll of each member of the Executive Committee. A majority of the Executive Committee shall

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constitute a quorum to transact business. Meetings shall be called by the Chair or may be called by a majority of the Executive Committee and written notice of such meetings shall be given to members of the Executive Committee not less than two (2) days prior to such meeting. A poll of the members of the Executive Committee shall be conducted by the Chair by telephone and/or by mail.

6.5 DUES. The Executive Committee shall have the right to assess annual Section membership dues upon each member of the Section.

ARTICLE VII: COMMITTEES

7.1 STANDING COMMITTEES. The Executive Committee shall have the power to designate the standing committees of the Section. The Chair of each Standing Committee shall be selected by the Executive Committee. In addition, the Chair shall have the power, without the need for Executive Committee approval, to appoint such interim committees as are necessary for the purposes of furthering the objectives of the Section.

The Standing Sub-Committees shall consist of:

1. The Bar Convention Program Sub-Committee, chaired by the Chair-Elect of the Section;
2. Continuing Legal Education Sub-Committee, chaired by the Treasurer of the Section;
3. Publications Sub-Committee, chaired by the Secretary of the Section.
4. Trial College Sub-Committee, chaired by the Chair of the Planning Committee of the Trial College; the Bylaws for which are adopted and made a part hereof by reference.

7.2 MEMBERS. The members of the Standing Committees shall be selected by the Chairs of such committees from among members of the Section and shall be approved by the Executive Committee.

7.3 TERM. The terms of the Chair of each committee and the members of each committee shall run concurrently with the term of office of the officers of the Section.

ARTICLE VIII: MEETING OF MEMBERS

8.1 MEETINGS. The Section shall hold the annual meeting of its members at the annual

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convention of the State Bar of Arizona, the exact time and place to be determined by the Executive Committee, during each year. Special meetings of the members may be called by the Chair, Chair-Elect or by a majority of the members of the Executive Committee.

8.2 NOTICES. Notice of the time and place of all meetings shall be given to all members of the Section at least five (5) days prior thereto, except no notice to the membership at large is required in the case of Executive Committee meetings, or Sub-Committee meetings.

8.3 QUORUM. Ten (10) members shall constitute a quorum for the transaction of business at any meetings of the Section.

8.4 RULES. All meetings of the Section shall be conducted in accordance with Robert's "Rules of Order".

ARTICLE IX: AMENDMENTS TO BYLAWS

These bylaws may be amended at any meeting of the members of the Section called for that purpose by a two-thirds vote of the members present, subject, nevertheless, to the further approval of any such amendment by the Board of Governors of the State of Arizona.

ARTICLE X: ELECTIONS AND TERMS

10.1 TIME AND MANNER. The Section shall hold an annual election for at-large members of the Executive Committee. The election shall be conducted by mail ballot containing the names of all persons nominated for election. Any member of the Section in good standing shall be eligible for election as an at-large member. A member may nominate himself/herself or may nominate any other member of the Section. The Executive Committee shall provide written notice to members of the Section of the opening of nominations. Nominations must be received by the State Bar no later than sixty (60) days prior to the first day of the annual State Bar Convention. The Executive Committee shall be responsible for mailing the ballot to the membership and tabulating the results. At the State Bar Convention, the Executive Committee Chair shall announce the names of the three persons elected as at-large members.

10.2 VOTES TO ELECT. A plurality of votes cast by the membership shall elect. In case two or more candidates for one office shall receive an equal number of votes, they shall determine the election between them by lot.

10.3 VACANCIES. Any vacancy on the Executive Committee shall be filled by the Executive Committee.

10.4 AT-LARGE MEMBER'S SUCCESSION. At any regular meeting of the Executive

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Committee taking place within thirty (30) days prior to the opening of nominations for election of at-large members, as described in Article X, Section 1, the Executive Committee shall elect one at-large member to serve as Secretary of the Section for the following year.