

STATE BAR OF ARIZONA YOUNG LAWYERS DIVISION - BYLAWS

ARTICLE I: IDENTIFICATION

1.1 NAME. This Division of the State Bar of Arizona shall be known as the "Young Lawyers Division of the State Bar of Arizona".

ARTICLE II: PURPOSES

2.1 PURPOSES. The purposes of the Division shall be, but are not limited to:

- (a) To stimulate the interest of newer members of the State Bar of Arizona in the activities, objectives, and purpose of the State Bar of Arizona and the legal profession.
- (b) To encourage study and the interchange of thought and information among such newer members pertaining to the problems, duties, and responsibilities of members of the legal profession.
- (c) To provide such newer members of the Bar with more effective means to participate in activities directed toward improving the administration of justice and promoting the public welfare.
- (d) To promote the involvement and participation in bar activities by persons not previously represented in the activities of bar associations, including but not limited to minorities, women, lawyers from non-urban areas and law students.
- (e) To promote cooperation and fellowship among newer members, to coordinate the bar-related activities of newer members of the State Bar of Arizona and to provide an organization to further the interests of such newer members.
- (f) To promote cooperation between members of the State Bar of Arizona, the members of other professions, and community organizations in activities that promote the public welfare.
- (g) To promote interest in the practice of law by persons not previously represented in the legal profession.
- (h) To assist law students in preparing for the practice of law and to assist new members of the Bar in establishing themselves in the practice of law.

- (i) To perform and carry on such activities as may be assigned to the Division by the Board of Governors of the State Bar of Arizona.

2.2 LIMITATIONS: In addition to these bylaws, the Division must adhere to the Rules of the Arizona Supreme Court and the State Bar Board of Governors' bylaws and policies. If these bylaws conflict with the Rules of the Arizona Supreme Court or the State Bar Board of Governors' bylaws and policies, the Rules of the Arizona Supreme Court and the State Bar Board of Governors bylaws and policies shall govern.

ARTICLE III: MEMBERSHIP

3.1 MEMBERS. All members of the State Bar of Arizona who are either under thirty-seven (37) years of age or have been licensed to practice for less than five (5) years shall be members of the Young Lawyers Division of the State Bar of Arizona. Their Membership shall terminate on the date of the Annual Meeting next occurring after the date on which they reach thirty-seven (37) years of age or their fifth (5th) anniversary of admission to the Bar, if over thirty-seven (37) years of age.

3.2 YLD AFFILIATES. All law students presently registered and in good standing at any College of Law **ACCREDITED BY THE AMERICAN BAR ASSOCIATION** are eligible for affiliate status in the Division. To become an Affiliate, a law student must complete and submit an application form adopted by the Division. Affiliate status shall terminate when the law student ceases to be registered and in good standing at the College of Law graduates therefrom. Affiliates shall not be allowed to vote in Division elections or hold an elected position in the Division.

ARTICLE IV: OFFICERS

4.1 OFFICERS. The officers of the Young Lawyers Division of the State Bar of Arizona shall be the President, the President-Elect, and a Secretary-Treasurer.

4.2 PRESIDENT. The President shall represent the Division as a voting member of the Board of Governors of the State Bar of Arizona, shall perform such duties as are required by the Board of Governors, not inconsistent with the bylaws or the policies established by the Executive Council, and shall report on the actions of the Board of Governors to the Executive Council at its regular meetings. The President or his or her designee shall preside at all Executive Council meetings and shall have general charge of the affairs and management of the Young Lawyers Division. The President may transition the role of presiding over Executive Council meetings to the President-Elect at his or her discretion or in the event of his or her absence from an Executive Council meeting.

4.3 PRESIDENT-ELECT. The President-Elect shall, with the approval of the Executive Council, appoint the membership of the various special committees which may be established. The President-Elect shall also perform the duties of coordinator of committees and such other

duties as may be delegated to him or her. The President-Elect shall also work in coordination with the President and take on any other duties which may be appropriately assigned to him or her by the President in order to further the goals of the Division. **A President-Elect of the Young Lawyers Division whose term as President-Elect concludes on the date of the Annual Meeting during the calendar year of the President-Elect's thirty-seventh (37th) birthday or fifth (5th) anniversary of admission to the Bar shall remain a member of the Young Lawyers Division during his or her entire term as President of the Young Lawyers Division.**

4.4 SECRETARY-TREASURER. The Secretary-Treasurer shall consult with and assist all the officers of the Division as to the work of the Division generally in the manner and to the extent they may request. The Secretary-Treasurer shall keep a true record of the proceedings of and attendance at all meetings of the Division and of the council, whether assembled or acting under submission. The Secretary-Treasurer shall provide the State Bar staff with a copy of the minutes of all meetings. The Secretary-Treasurer, in conjunction with the chair, as authorized by the council, shall attend generally to the business of the Division. The Accounting Office of the State Bar shall keep an accurate record of all monies appropriated to the Division and expended by the State Bar for the purposes of the Division. However, the Secretary-Treasurer shall maintain a record of all funds belonging to the Division and act as its Budget Officer. The Secretary-Treasurer reports on the Division's present and projected financial condition at each meeting of the Executive Council. State Bar staff and the Budget Officer advise the officers and council as to the financial impact of any proposed action by the officers, executive council or Division.

ARTICLE V: EXECUTIVE COUNCIL

5.1 EXECUTIVE COUNCIL. The Executive Council shall have full power and authority in the interval between meetings of the Young Lawyers Division to do all acts and perform all functions that the entire Division itself might perform, not inconsistent with these bylaws or policies established at the last Annual Meeting.

5.2 COMPOSITION. The Executive Council is composed of the Officers in Article IV and the following elected or appointed members.

A. District Representatives. For purposes of the election of the Executive Council of the Young Lawyers Division of the State Bar of Arizona, the State of Arizona shall be divided into four (4) districts:

- (i) District One: Cochise, Gila, Graham, Greenlee, La Paz, Pinal, Santa Cruz and Yuma counties;
- (ii) District Two: Apache, Coconino, Mohave, Navajo and Yavapai counties;
- (iii) District Three: Pima County;

- (iv) District Four: Maricopa County.

The District Representatives shall consist of ten (10) members elected by the division membership for two-year terms as follows:

- (i) From District One, one (1) member;
- (ii) From District Two, one (1) member;
- (iii) From District Three, three (3) members;
- (iv) From District Four, five (5) members.

EACH DISTRICT REPRESENTATIVE MUST RESIDE OR BE EMPLOYED IN THAT PERSON'S DISTRICT OTHERWISE THE OFFICE SHALL BE DEEMED VACATED.

B. **At-Large Members.** Up to two (2) additional members at large may be appointed from year to year by the President with majority approval of the Executive Council.

C. **County or Regional Bar Presidents.** The President of County or in-state Regional Bar Young Lawyers Division, or their designee, may sit as Ex-Officio non-voting members of the Executive Council.

D. **Law School Liaisons.** Law students from the University of Arizona College of Law and Arizona State University College of Law may sit as Ex-Officio, non-voting members of the Executive Council. These members shall be chosen in a manner approved by a majority of the Executive Council. Should other colleges of law, accredited by the American Bar Association, form in the State of Arizona, such other colleges will be entitled liaison seats in this same manner.

E. **Immediate Past President.** The immediate past president shall serve on the Executive Council in an advisory, non-voting, capacity, for a term of one year immediately after his or her term as President.

5.3 ABSENTEEISM. Executive Council members are expected to attend all Executive Council meetings, unless excused in advance by communicating such absence to the President, President-Elect, or State Bar liaison. If any member of the Executive Council shall fail to attend two meetings of the Executive Council during the Executive Council year, such office shall be automatically vacated, unless such absence was excused in line with the procedure above.

5.4 VACANCIES. Where a voting Executive Council member is elected to an Officer position, that seat shall be deemed vacated. The Executive Council during the interim between annual elections, may fill all vacancies in its own membership or in any of the offices for the remainder of the unexpired term, by majority vote of the Executive Council.

ARTICLE VI: MEETINGS

6.1 MONTHLY EXECUTIVE COUNCIL MEETINGS. The Executive Council shall formally meet once per month, on a day and time approved by a simple majority of the Executive Council. A virtual participation option shall be provided to all Executive Council members. Additional meetings may be called by the President or President-Elect on an as-needed basis.

6.2 ANNUAL MEETING. The “Annual Meeting” means the annual convention hosted by the State Bar of Arizona.

6.3 QUORUM.

A. **Annual Meeting.** The members of the Young Lawyers Division present at the Annual Meeting shall constitute a quorum. Any members of the Young Lawyers Division present at the Annual Meeting shall be entitled to vote on matters that arise at that meeting, except as specifically provided for in these Bylaws.

B. **Monthly Council Meetings.** A quorum for the conduct of business at any meeting of the Executive Council shall be the presence of at least 51% of the total voting members, either in person or by proxy. No business may be transacted at any meeting unless a quorum is present. If a quorum is not present at the scheduled time of the meeting, the meeting may be adjourned to a later time, and business may be conducted when the quorum requirement is met. In the case of a meeting adjournment, notice of the new meeting time must be provided to all Executive Council members.

6.4 VOTING. Voting may be conducted either in person with a quorum present, or electronically once sufficient votes have been cast to comprise a quorum.

ARTICLE VII: ELECTIONS

7.1 The election of the Executive Council shall be completed prior to the Annual Meeting. The Executive Council shall be elected by an electronic ballot to all members of the Division.

7.2 In each Election held, the membership of the Division shall elect:

A. A President-Elect who shall serve a one-year term after which he or she will automatically succeed to the office of the President for a one-year term;

B. A Secretary-Treasurer to serve a one-year term.

C. District Representatives, each who shall serve two-year terms.

7.3 In order to be elected President-Elect, a member must have previously served on the YLD Executive Council as an officer, committee chair, or member of the Executive Council.

7.4 TERMS OF OFFICE: The term of office shall begin with the adjournment of the Annual Meeting and shall end when the new officers begin their term at the adjournment of the following Annual Meeting. If at the close of any term of office a successor has not been elected, then the term shall be extended until a successor shall have been elected.

ARTICLE VIII: COMMITTEES

8.1 The President or the President-Elect may establish special committees and define their activities. Any Division member is eligible to serve on a special committee.

ARTICLE IX: AFFILIATION

9.1 The Young Lawyers Division of the State Bar of Arizona shall be affiliated with the Young Lawyers Division of the American Bar Association. The State Bar of Arizona Young Lawyers Division shall share an ABA Young Lawyers Division representative with New Mexico. The term limit for this position shall be two years and switch off between a representative from Arizona and New Mexico. During the time the representative is from Arizona the State Bar of Arizona will provide a budget to send the representative to the Annual ABA Young Lawyers Division Conference, in accordance with State Bar of Arizona financial and travel policies. During the time the representative is from New Mexico, the New Mexico State Bar will need to provide a budget to send the representative to the Annual conference. If the ABA Delegate “ages out” of the ABA Young Lawyers Division during their term of office, meaning he or she turns thirty-six (36) or begins his or her tenth (10th) year of practice, the ABA Delegate shall not be required to vacate his or her seat.

ARTICLE X: AMENDMENTS

10.1 The Executive Council must review these bylaws for accuracy on an annual basis.

10.2 Amendments to these bylaws may be proposed at any meetings of the Executive Council, and the proposed amendments may be adopted by a majority vote of the members present. Amendments shall become effective upon approval of the Board of Governors.