

**NORTHWEST DISTRICT OF THE ARKANSAS WATER WORKS
AND WATER ENVIRONMENT ASSOCIATION
BY-LAWS**

ARTICLE 1. NAME

The name of the Association shall be Northwest District of the Arkansas Water Works and Water Environment Association.

ARTICLE 2. OBJECTIVES

The primary objective of this Association is to encourage the individual members to improve themselves, and thus create higher standards among members; to meet regularly and discuss problems and study together those things relating to their profession; to encourage the taking of examinations and securing of licenses; and, in general, to aid one another to advance in knowledge and position in their community; develop efficiency of the water and wastewater systems in Northwest Arkansas and to cooperate with the State and Federal Authorities for development and improvement of operating and maintenance techniques of public water and wastewater systems.

ARTICLE 3. MEMBERS

Any persons who have an interest in the design, installation, operations, and maintenance of water and wastewater systems, and those persons who are associated with the manufacturing and supply of related materials and equipment may become members of the Association by making application and paying such fees as established by the Association. Membership in the Association shall be on a calendar year basis.

ARTICLE 4. OFFICERS AND BOARD OF DIRECTORS

The officers of the Association shall consist of a Chairperson, a Vice-Chairperson, and a Secretary-Treasurer. The officers are to be elected annually by and from the members.

The Board of Directors of the Association shall consist of the elected officers, five immediate past Chairpersons, and a District Director.

Each officer shall serve a one-year term commencing January 1 following the elections, or until the successors are elected and qualified. Each past Chairperson shall serve a five-years term. The District Director is elected by the members and shall serve a three-year term.

Vacancies on the Board of Directors may be filled by a majority vote of the Board of Directors at any regular or special meeting. The elected member shall serve the remainder of the unexpired term.

ARTICLE 5. RESPONSIBILITY

The Association shall be non-profit, and no member of the Association shall be liable for any debts or obligations of the Association.

ARTICLE 6. FINANCES

The Association expenses shall be paid from the monies received as annual membership assessments or other available funds. Dues shall become due and payable on or before the 31st day of January each year. An annual budget shall be prepared and approved by the Board of Directors. The Secretary-Treasurer shall make a quarterly financial report to the Association at a scheduled District meeting.

Surplus monies remaining in the Treasury after all expenses have been paid at the end of the year may be used for a social function of the Association if it elects to do so. Only paid-up members of the Association may participate in such functions.

ARTICLE 7. DUTIES OF OFFICERS

The officers shall manage the routine affairs of the Association under the directions of the Board of Directors. The Chairperson shall be the presiding officer at all meetings. The Vice-Chairperson shall preside at such meetings in the absence of the Chairperson. The Secretary-Treasurer shall keep the minutes of all meetings in a permanent record to be the property of the Association. Copies of all the minutes of the meetings will be furnished to the Arkansas Health Department and the Arkansas Department of Environmental Quality.

ARTICLE 8. MEETING

The Association shall meet regularly according to a schedule established by the officers and approved by the Board of Directors.

ARTICLE 9. QUORUM

The members present, at any scheduled meeting for the membership, shall constitute a quorum. A majority of the Directors present, at any Board of Directors' meeting, shall constitute a quorum.

ARTICLE 10. REMOVAL FROM OFFICE

Any Director of the Association may be removed, for cause, by petition and vote of the members. A petition for removal must be read before the members at two regular consecutive meetings and passed by a two-thirds majority vote of the members present at the next regular meeting following the second reading. The Director in question must be notified of the removal action prior to or at the time of the first reading and be released from his/her normal duties until a determination is made.

ARTICLE 11. COMMITTEE

The Chairperson, or acting Chairperson, shall have power to appoint all Committees.

ARTICLE 12. AMENDMENTS

All amendments shall first be approved by a two-thirds affirmative vote of the Board of Directors, then read before the members at two regular consecutive meetings and passed by a majority vote of the members present at the next regular meeting following the second reading.

Adopted and Amended This Day of December 18, 2002.

Signed _____
Paul Mitchell, Chair

Signed _____
Duyen Tran, Vice Chair/Secretary-Treasurer