

**STATE BAR OF ARIZONA
ANIMAL LAW SECTION BYLAWS**

ARTICLE I: IDENTIFICATION

1.1 NAME: This Section shall be known as “The Animal Law Section,” and shall be hereinafter designated simply as the “Section.”

1.2 PURPOSE: The general purposes 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:

To promote the study and understanding of laws, regulations, and court decisions involving animals and encourage and support the practice of animal law.

1.3 LIMITATIONS: These bylaws have been adopted subject to the Rules of the Supreme Court and bylaws of the State Bar.

ARTICLE II: MEMBERSHIP

2.1 ENROLLMENT: Any member in good standing of the State Bar, shall, upon request to the Executive Director of the State Bar, be enrolled as a member of the Section by the payment of annual Section dues. Persons who are not members of the State Bar but who are active or interested in animal law or fields related to animal law may also be enrolled as associate members by payment of annual section dues.

2.2 THE MEMBERSHIP: Members so enrolled and whose dues are paid pursuant to the provisions of this article 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 DELINQUENCY: Any member of the Section whose annual dues shall be more than six months past due shall thereupon cease to be a member of the Section.

ARTICLE III: COMMITTEES

3.1 COMMITTEES: The council of the Section is authorized to establish, or to empower the chairperson of the Section to establish, such committees as it may deem necessary and desirable to promote effectively the activities of the Section within the jurisdiction of the Section and with the approval of the Board of Governors. In establishing a new committee, the council shall state the area of its proposed activities.

ARTICLE IV: MEETINGS OF THE MEMBERSHIP

41 ANNUAL MEETING: The Section shall hold an Annual Meeting of members in conjunction with the Annual Meeting of the State Bar. The Section may, upon approval of the Board of Governors, hold other meetings of members throughout the year.

42 QUORUM: The members of the Section present at any meeting shall constitute a quorum for the transaction of business.

43 CONTROLLING VOTE: Action of the Section shall be by majority vote of members present.

44 VOTING ELIGIBILITY: Any member of the State Bar and the Section whose good standing can be certified by official State Bar records for thirty (30) days prior to the time of voting shall be eligible to vote.

45 AGENDA: Among the matters of business to be transacted at the Annual Meeting of the membership shall be the election of officers and council members. The agenda shall consist of other matters as decided by the chair or council.

46 VOTING: The council may direct that a matter be submitted to the members of the Section for vote by mail or by e-mail. In that event, binding action of the Section shall be by a majority of the votes received from members in accordance with rules fixed by the council.

ARTICLE V: OFFICERS

5.1 OFFICERS: The officers of the Section shall be members of the State Bar. The officers shall be the chair, the chair-elect, the secretary, and the budget officer.

5.2 CHAIR: The chair, or successively, the chair-elect and the immediate past chair, in the absence of the chair, shall preside at all meetings of the Section and of the council. The chair shall appoint the chair and members of all committees of the Section who are to hold office during his/her term as chair. During the chair's term, the chair shall plan and superintend the program of the Section, subject to the directions and approval of the council. The chair shall superintend the performance of all activities of the Section. The chair shall keep the council duly informed and carry out its decisions. The chair shall perform such other duties and acts as usually pertain to the chair office or as may be designated by the council.

5.3 CHAIR-ELECT: The chair-elect shall, on consultation with the chair, arrange for the appointment of the chair and members of all committees who are to hold office during his/her coming term as chair-elect. The chair-elect shall aid the chair in the performance of the chair's responsibilities in such manner and to such extent as the chair may request. The chair-elect shall perform such further duties and have such further powers as usually pertain to the chair-elect's office or as may be designated by the council or the chair. In case of the death, resignation, or disability of the chair, the chair-elect shall perform the duties of the chair for the remainder of the chair's term or disability, as the case may be.

5.4 SECRETARY: The secretary shall consult with and assist all the officers of the Section as to the work of the Section generally in the manner and to the extent they may request. The secretary shall be the liaison between the Section and the State Bar staff 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. The Secretary shall keep a true record of the proceedings of all meetings of the Section and of the council, whether assembled or acting under submission. The Secretary, in conjunction with the chair, as authorized by the council, shall attend generally to the business of the Section.

5.5 BUDGET OFFICER: The budget officer shall keep an accurate record of all section monies with the assistance of the State Bar accounting office. The Budget Officer shall monitor all accounts, reports, and other documents prepared as to the Section funds, revenues, and expenditures, and seek to make certain that all such accounts, reports, and other documents are at all times accurate and correct. The Budget Officer shall report on the Section's present and projected financial condition at each meeting of the Section Council. The Budget Officer shall advise the officers and council as to the financial impact of any proposed action by the officers, council or Section which, in his/her judgment, would have a significant impact on the financial condition of the Section. At least once each year, the Budget Officer shall prepare a projected budget to the council for approval or modification at the time of the Annual Meeting, or such other time as may be expressly fixed by the council. The Budget Officer shall submit to the Section, at the Annual Meeting, a report on the Section's financial affairs and financial condition. The Budget Officer shall prepare such other recommendations and special reports on financial affairs of the Section as may be requested by the chair of the Section.

ARTICLE VI: THE COUNCIL

61 POWERS: The council shall be vested with the powers and duties necessary for the administration of the affairs of the Section. The policies of the council shall be consistent with the policies set by the Board of Governors. They shall especially authorize all commitments that 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 that 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.

62 COMPOSITION: The council shall be composed of the following persons:

- (i) the officers;
- (ii) the last retiring chairperson; and
- (iii) four (4) members-at-large elected to that Council by the Section membership for staggered three (3)-year terms (two in even years, two in odd years).

63 CONTROLLING VOTE: Action of the Council shall be by majority vote of those members present. A quorum consisting of a majority of the council members shall be required to conduct its business.

64 MEETINGS: The council shall hold at least one regular meeting each year at the time and place of the Annual Meeting of the State Bar to dispatch any necessary business. The chair may, and upon request of two (2) members of the council, shall call any necessary special meetings of the council between Annual Meetings.

65 POLL OF COUNCIL: In urgent matters requiring immediate attention, the chair may, and upon request of two (2) members of the council shall, submit in writing (by U.S. Mail, facsimile, or email) or telephonically to each of the members of the council, a proposition upon which the council may be authorized to act, and the members of the council may vote upon the proposition by communicating such vote to the secretary, who shall record the proposition and votes in the matter.

66 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.

67 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.

68 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.

ARTICLE VII: ELECTIONS

71 ELECTIVE OFFICERS: At each Annual Meeting of the Section; the membership shall elect:

- (i) a chair-elect, to serve a term of one (1) year;
- (ii) any open member-at-large positions, to serve a term of three (3) years; and
- (iii) a secretary and a budget officer, each to serve a term of one (1) year.

72 CHAIR: The chair-elect shall automatically succeed to the office of chair. The chair shall serve a term of one year and may not again accede to that office. In the event the office of chair-elect shall be vacant, then a chair shall be elected in the manner set forth in Section 7.4.

73 ELIGIBILITY FOR OFFICE: Any member of the State Bar and the Section whose good standing can be certified by official State Bar records for thirty (30) days prior to the time of election shall be eligible for office.

74 NOMINATIONS AND VOTING:

There shall be a Nominating Committee which shall be comprised of the officers of the Section. The Nominating Committee shall nominate one or more members of the Section for each of the officer positions provided for in Article V. The members shall be notified of such nominations at least five business days prior to the Annual Meetings. Additional nominations for any office may be made at the Annual Meeting.

A plurality of votes cast shall elect. In case two or more candidates for one office shall receive an equal number of votes, a second ballot shall be taken immediately.

In the event that only one person is nominated for each position to be filled, ballots need not be mailed. Instead, election shall be by voice vote at a business session of the Section at the Annual Meeting.

75 TERMS OF OFFICE: 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 duly 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 shall have been elected.

ARTICLE VIII: SUCCESSION OF OFFICERS AND VACANCIES

81 CHAIR-ELECT: The chair-elect, unless the chair-elect shall have refused to act as chair-elect or been disqualified, automatically assumes the office of the chair for a term of one year at the end of the Annual Meeting following the election.

82 OFFICERS AND COUNCIL: Between Annual Meetings of the Section, the council may fill vacancies in its own membership, or in the offices of chair, chair-elect, secretary, or budget officer. Members of the council and officers so elected shall serve until the next Annual Meeting of the Section, at which time the membership of the Section shall elect officers or council members to fill any unexpired terms existing at the time.

83 ABSENTEEISM: If any officer or member of the council shall fail to attend two successive meetings of the council, the officer or council member's office shall be automatically vacated, unless excused upon good cause accepted by the members of the council.

84 RETIRING CHAIR: At the end of the chair's term of office, the retiring chair shall become a member of the council for a term of one year.

85 SUCCESSION: No council member-at-large may serve more than two successive terms as a member-at-large; however, the member-at-large may serve an additional term on the council as an ex-officio member with the approval of the council.

ARTICLE IX: REPRESENTATION OF STATE BAR'S POSITION

The Section must seek and obtain Board of Governors approval before taking any official action or making any official comments on behalf of the State Bar or Section.

ARTICLE X: AMENDMENTS

These bylaws may be amended at any Annual Meeting of the Section by a majority vote of the members of the Section present and voting, providing such proposed amendment shall first have been approved by a majority of the council. They shall become effective upon approval by the Board of Governors.