

BY-LAWS

WICHITA BRANCH KANSAS SECTION AMERICAN SOCIETY OF CIVIL ENGINEERS

**AMENDED APRIL 8, 1992
AMENDED APRIL 19, 2000**

ARTICLE I. ADOPTION AND AMENDMENT OF THE BY-LAWS

SECTION 1. These By-Laws and any subsequent amendments thereto shall become effective upon approval of not less than three-fourths of the members of the Wichita Branch Board of Directors.

ARTICLE II. NOMINATION AND ELECTION OF OFFICERS

SECTION 1. Nominations for the election of officers shall be made by a nominating committee appointed by the President. The committee shall consist of three members, the chairman of which shall be a Past President of the Branch. The Committee shall report at the April meeting, the nominees for the coming year. Additional nominations may be made from the floor. Election shall be held at the May meeting.

SECTION 2. Installation of Officers shall be at the beginning of the business session of the June meeting.

ARTICLE III. MEETINGS

ARTICLE 1. The Board of Directors of the Wichita Branch, hereafter referred to as the Board, shall meet when necessary to plan activities of the Branch or to conduct the business of the Board.

SECTION 2. Meetings of the Branch shall be held at a regular date each month (except summer months) unless otherwise determined by the Board.

ARTICLE IV. COMMITTEES

SECTION 1. The President, with the approval of the Board, shall appoint such committees as are necessary to the proper function of the Branch.

SECTION 2. The President, with approval of the Board, shall make recommendations to the Section President, Branch members for appointments to Section committees.

SECTION 3. The President, with the majority approval of the Board, shall appoint a member of the Branch as Branch Membership Chairperson for a one-year term; Chairperson may be reappointed for more than one term.

SECTION 4. The President, with the majority approval of the Board, shall appoint a member of the Branch as Branch Awards Committee Chairperson for a one-year term; Chairperson may be reappointed for more than one term. The Committee Chairperson is encouraged to select Branch members with diverse backgrounds to compose the committee.

ARTICLE V.

SECTION 1. All funds received by the Branch shall be received, held and disbursed by the Treasurer. Approval by the Board if required when expenditures are other than routine.

SECTION 2. Funds deposited in a bank to the Branch's account shall be accessible to the Treasurer and to other officers on the Board.

SECTION 3. The financial records of the Treasurer shall be audited by a committee appointed by the President once each year, preferably after the June meeting.