



## CENTRAL COLORADO PROFESSIONAL SURVEYORS

### CONSTITUTION

I. Name - The name of this organization shall be Central Colorado Professional Surveyors (CCPS), and its place of business shall be in the State of Colorado.

II. Purpose - The purpose of this organization shall be to improve the profession of surveying in Colorado.

#### III. Membership

##### A. Classes

1. Voting members must be a current member of the Professional Land Surveyors of Colorado, Inc. (PLSC). Each applicant for membership agrees to abide by this Constitution and the Bylaws of this organization.

2. Other classes of membership may be provided for in the Bylaws.

3. Charter membership shall be open to voting members paying their dues and joining this organization within thirty (30) days after adoption of Bylaws and election of permanent officers.

B. Dues are set by the PLSC Board of Directors

##### C. Discipline and Expulsion

Members may be disciplined or expelled by action of the Board of Directors as set by the Bylaws.

IV. Officers - the officers of this organization shall be a president, vice president, secretary, treasurer, and seven directors. Collectively these eleven members shall constitute the Board of Directors. All officers shall be a current member of PLSC in good standing and only voting members may hold an elective office. The method of electing officers and directors shall be provided for in the Bylaws.

V. Meetings - The organization shall hold an annual business meeting within the State of Colorado, and such other meetings as provided for in the Bylaws.

VI. Amendments - This constitution may be amended by a two-thirds majority of the membership casting ballots.

VII. Property - Income property of the organization shall not inure in whole or in part, to the Directors, or to any other individual whatsoever. Assets of the organization shall be transferred, upon dissolution, to other organizations formed and operated for similar tax-exempt purposes, to the PLSC, or to the State Board of Registration for Professional Engineers and Professional Land Surveyors.



## CENTRAL COLORADO PROFESSIONAL SURVEYORS

### BYLAWS

#### ARTICLE I. MEMBERSHIP/ASSOCIATES

##### SECTION A. Membership

1. Members of CCPS shall be members in good standing of PLSC.
2. Membership categories are determined by PLSC Bylaws.
3. All members may attend all functions (except such hearings specified in Article I., Section C. of these Bylaws) and will receive all publications, of this organization.
4. Central Colorado Professional Surveyors is open to qualified persons without regard to race, religion, color, national origin, age, gender or sexual preference. Any use in these Bylaws of the masculine grammatical form is for purposes of brevity and shall be construed to apply equally to both genders.

##### SECTION B. Dues

Chapter dues are paid annually by PLSC based on the member's preference or county of residence.

##### SECTION C. Discipline and Expulsion

This organization through its Board of Directors shall have the power to investigate and pass judgment upon the conduct of any of its members or associates alleged to be in violation of the code of ethics of this organization or conduct otherwise detrimental to this organization.

Upon alleged misconduct of a member or associate coming to the notice of the Board of Directors, the Board of Directors shall examine such charges and, if there appears sufficient reason to conduct a hearing thereon, shall fix a date for such hearing, and shall, not less than thirty (30) days prior to such date, notify the accused thereof by registered letter, accompanied by a copy of the charges and a copy of this Section of the Bylaws, and shall conduct such hearing. Upon filing of charges against a member or associate signed by six or more voting members, the Board shall initiate and conduct a hearing as outlined above. Any such hearing shall be conducted as an open meeting of the voting members only. The Board of Directors by majority of the total Board members may censure or reprimand the accused or by an affirmative vote of at least six (6) Board members may expel the accused from the organization. Any expelled or reprimanded member may appeal the decision of the Board of Directors to the voting membership at the next regular meeting of this organization. A two-thirds vote of the voting members present is necessary to override the decision of the Board of Directors.

##### SECTION D. Endorsement

The Board of Directors upon investigation may endorse or commend an individual's action or conduct.



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### ARTICLE II. ELECTIONS

#### SECTION A. Nominations

Nominations shall be made by voting members, and shall be received by the Board of Directors, through the Secretary at least thirty (30) days prior to the date for sending ballots.

#### SECTION B. Conduct of Elections

Ballots shall be sent to voting members no later than 36 days preceding the PLSC annual meeting and shall be returned to the Election Committee no later than 7 days preceding said annual meeting. Ballots may be submitted through US Mail and/or through electronic ballot. Ballots shall include information to verify the eligibility of the member voting. Results are to be verified by the CCPS President and Secretary.

#### SECTION C. Installation

New officers and directors shall be installed at the annual meeting and shall take office immediately upon installation.

### ARTICLE III. ELECTIVE OFFICERS

#### SECTION A. Qualifications

President, Vice President and Treasurer shall be licensed Professional Land Surveyors in the State of Colorado, whose license is in full effect and shall be voting members in good standing of this organization and shall be residents of the State of Colorado.

#### SECTION B. President

The President shall preside at all meetings of both the Membership and the Board of Directors. At or before the first board meeting following his assumption of office, he shall appoint chairpersons as are authorized by the Board of Directors. The President shall call special meetings of the Board of Directors as he deems necessary. The President shall not succeed himself in office. The term of office for President shall be one year.

#### SECTION C. Vice President

In the absence of the President, the Vice President shall assume the duties of President. In the event of death, resignation, or removal of the President from office, the Vice President shall assume the duties thereof for the unexpired term. The term of office for Vice President shall be one year.

#### SECTION D. Secretary

The Secretary shall maintain all records of the organization, transcribe the minutes of all meetings, and be responsible for all communications and correspondence of the organization. The term of office for the Secretary shall be two years, and the Secretary shall be elected in odd-numbered years.



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### SECTION E. Treasurer

The Treasurer shall be responsible for receipt and disbursements of all monies of the organization in compliance with Article VII of these Bylaws, and for preparation of the Treasurer's report. The term of office for the Treasurer shall be two years, and the Treasurer shall be elected in even-numbered years.

### SECTION F. Directors

1. Terms of office for elected Directors shall be two years. Three (3) Directors shall be elected in even numbered years, and four (4) Directors shall be elected in odd numbered years, except when additional directorships are vacant.
2. A minimum of five (5) directors shall be current licensed Professional Land Surveyors in the State of Colorado.

### SECTION G. Removal from Office

1. Any director absent from three (3) consecutive meetings without prior notice will be asked to resign from office.
2. Any office may be declared vacant by a majority of affirmative votes of the Board of Directors present at the meeting.

### SECTION H. Vacancies

Any vacancy in the elective office except that of president shall be appointed by the Board of Directors to serve until the next general or special election.

## ARTICLE IV. BOARD OF DIRECTORS

### SECTION A. Duties and Functions

The Board of Directors shall program and manage the organization and shall have the sole power to issue by resolution any statement of policy of the organization. Any special meetings of the organization shall be authorized by the Board of Directors.

### SECTION B. Meetings

Board of Directors meetings shall be held as deemed necessary at the time and place set by the Board of Directors and such special meetings shall be held as are called by the President. Unless otherwise specified, normal business shall be conducted by a quorum of at least six (6) members.

## ARTICLE V. COMMITTEES

Committees shall be formed as are deemed necessary by the Board of Directors.

## ARTICLE VI. GENERAL MEETINGS



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### SECTION A. Meetings

Meetings shall be held monthly or as directed by the Board at a time and place designated by the Board of Directors. The first meeting of the calendar year shall be the annual meeting.

### SECTION B. Rules of Procedure

The order of business of all meetings shall be conducted in accordance with Robert's Rules of Order. The rules contained therein shall govern this organization in all cases in which they are applicable and in which they are not inconsistent with the Bylaws and Constitution of this organization.

### ARTICLE VII. FISCAL PROCEDURE

Authorization of all expenditures shall be made by the Board of Directors.

An annual financial statement shall be provided by the Treasurer to the Board of Directors and made available to the general membership at the annual meeting. The fiscal year shall coincide with the calendar year.

All monies of this organization shall be banked at a government-chartered bank of the choice of the Treasurer and under dual signature.

### ARTICLE VIII. AMENDMENTS OF BYLAWS OR CONSTITUTION

Bylaws may be amended by a simple majority vote of the membership voting on that amendment.

Any proposed amendment to these Bylaws or to this Constitution must be mailed or otherwise distributed to all voting members at least thirty (30) days prior to any meeting at which the proposed amendment is to be voted on. Members may vote in person at the meeting, by online poll, or by mail ballot. Votes other than in person must be received prior to the close of the voting meeting.