



Professional Engineers in California Government

Capitol Section

Bylaws

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Revised by vote of members, September 30, 1975
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ARTICLE I - THE SECTION

The name of this Section shall be "The Capitol Section", hereinafter called the "SECTION". This Section is an integral unit of the "PROFESSIONAL ENGINEERS IN CALIFORNIA GOVERNMENT" (PECG), hereinafter called the "CORPORATION". The Board of Directors of the Corporation has chartered this Section on Friday the 13th day of October 1972 in order to provide for convenient meetings of the Corporation's members and to permit greater participation in the task of accomplishing the goals of the Corporation.

ARTICLE II – MEMBERSHIP

Section 1 – Qualifications and Rights

All members of the Section are members of the Corporation and the qualifications for rights of membership shall be identical to those set forth in the Bylaws of the Corporation, hereinafter called the "Corporate Bylaws".

Section 2 – Enrollment and Payment of Dues

Any applicant meeting the requirements in Article II, Section 2 of the Corporate Bylaws shall be granted the appropriate membership upon written request to the Corporation and payment of current dues as defined in Article II, Section 3 of the Corporate Bylaws.

Section 3 – Rights of Members

All members shall have equal voting rights, equal rights to seek election to Section or Corporation office, and equal rights to the services and benefits offered by PECG as defined in Article II, Section 4 of the Corporate Bylaws.

Section 4 – Termination of Membership

Membership shall terminate upon those conditions outlined in Article II, Section 5 of the Corporate Bylaws.

ARTICLE III – SECTION MEETINGS OF MEMBERS

Section 1 – Annual Meeting of Members

- (a) An annual meeting of the members **shall** be held. Said annual meeting of the members is defined as a separate Section meeting held within a **thirty-day** (30) period of the annual organizational meeting of the Board of Directors of the Corporate Board as specified in Article V of the Corporate Bylaws.
- (b) The purpose of the annual meeting of members **shall** be to install the newly elected Section Officers. The Director's and the President's terms of office **shall** commence upon installation of the Corporation Officers at the annual organizational meeting of the Corporate Board.
- (c) Section business other than the installation of Section Officers **may** be transacted.

Section 2 – Special Meetings of Members

- (a) Special meetings of the members for any purpose or purposes, **may** be called by the Section Board, or **shall** be held upon signed petition of **five** percent (5%) of the Section members and presented to the Section Board.
- (b) Special meetings **shall** be limited to the purpose or purposes for which called and **no** other business **shall** be conducted unless otherwise determined by a unanimous vote of the Section Board.
- (c) The business of special meetings **shall** be transacted by the members at the meeting of the Section or by secret ballot by U.S. Mail. The Section Board **shall** designate the type of meeting and establish rules therefor in conformance with Corporate and these Bylaws.

Section 3 – Notice of Meetings of Members

- (a) Written notice of meetings of the members, annual or special, **shall** be posted in an available area and emailed to members not less than ten (10) days **nor** more than **ninety** (90) days before such meeting.
- (b) Notice of any meeting of the members shall specify the place, the date, and hour of the meeting, and the nature of the business to be transacted.

Section 4 – Time and Place of Meetings of Members

- (a) The day, hour, and the exact location of all meetings of members conducted at meetings of the Section **shall** be designated by the Section President within time limits designated by the Section Board.

(b) Meetings by secret ballot by U.S. Mail **shall** be conducted as designated by, and in accordance with, rules and time limits established by the Section Board and in conformance with these Bylaws.

(c) When a special meeting of the members has been called by signed petition of **five** percent (5%) of the members, the meeting or balloting by U.S. Mail **must** be held within **thirty** (30) days of receipt of the completed petition by the Section Board.

Section 5 – Quorum at a Meeting of Members

(a) At annual meeting or special meetings of the members of the Section, those members present at the meeting shall constitute a quorum for the transaction of business.

(b) When the business of a special meeting is conducted by U.S. Mail, a quorum shall be provided if a majority of members return valid ballots.

Section 6 - Voting at Meetings of Members

(a) Only persons whose names are registered as members on the books of the Corporation on the day of any meeting of the members or day of mailing ballots **shall** be entitled to vote or act on any business to be transacted.

(b) No member **may** vote or act by proxy.

(c) Each matter submitted to a vote of the members **shall** be decided by the vote of a majority of those present at the meeting or by the vote of a majority of those returning valid ballots when the business is conducted by secret ballot except that approval of action under Article XI, Section 1(a), **shall** require a vote of **two-thirds** (2/3) of those present or returning valid ballots.

(d) Unless otherwise specified, actions taken at a meeting of members shall become effective immediately upon certification of the Secretary that a quorum was present.

ARTICLE IV - ORGANIZATION OF THE SECTION

Section 1 – General

The organization of the Section **shall** consist of the Section Board, Section Committees.

Section 2 - Officers

The Officers of the Section shall be the President, the President Elect, the Director (the Immediate Past President), the Vice-President Rank and File, the Vice-President Supervisory, the Secretary, and the Treasurer.

Section 3 – Section Board (Board)

The Board of the Section **shall** consist of the Section Officers. The Section Officers **shall** also serve as the Officers of the Board.

Section 4 - Permanent Committees

(a) There **shall** be a Nominating Committee, which **shall** consist of at least **three (3)**, but not more than **seven (7)**, members **as determined** by the Section Board. Candidates for Section Office shall not serve on this Committee. The President Elect **shall** serve as Committee Chair. The President and the President Elect shall each appoint a member to the Committee. The Section Board shall fill the remaining vacancies. The Nominating Committee shall handle all nominating procedures specified in Article IX herein.

(b) There **shall** be an Election Committee which **shall** consist of at least **two (2)** members chosen by the President Elect, in addition to the President Elect. The President Elect **shall** serve as Committee Chair. Section Officers and candidates for Section Office **shall not** serve on this committee. The Election Committee **shall** conduct all elections specified under Article III and Article IX herein.

Section 5 – Executive Committees

The Section Board **may** establish one or more Executive Committee(s) consisting of the President as Chair and two (2) or more of its members on each Committee. The Section Board **may** delegate to such Committee any of the powers and authority of the Section Board in the management of the business and affairs of the Section, **except with respect to:**

- (a) Any action which requires the approval of PECG membership.
- (b) Filling of vacancies on the Section Board or on any Committee.
- (c) Fixing of compensation for any Section Board member or any Committee member.
- (d) Amendment, repeal or adoption of these Bylaws.
- (e) Amendment or repeal of any action of the Section Board.
- (f) Appointment of Committees of the Section Board.
- (g) Approval of any transaction in which one or more of the Section Board members has a financial interest.

The Section Board may at any time revoke or modify any or all authority delegated to an Executive Committee. The Committee shall prepare a report and submit it to the Section Board.

Section 6 - Other Committees

The President **may** appoint, from the Section membership, Chairs for such other Committees as necessary. Each Chair **shall** select the remainder of their respective Committees from the Section membership. These Committees **shall** serve at the pleasure of the President.

ARTICLE V - MEETINGS OF THE SECTION BOARD

Section 1 – Annual Organizational Meeting

(a) The Section Board **shall** hold an annual **organizational** meeting hereafter known as the organizational meeting, within a 30 day period prior to the annual organizational meeting of the Board of Directors of the Corporate Board.

(b) The organizational meeting **shall** be attended by the current and newly elected Section Officers.

(c) The organizational meeting **shall** serve as a regular meeting of the Section Board. Voting **shall** be by the current members of the Section Board.

Section 2 – Budget Meeting of the Section Board

The Section Board **shall** hold a budget meeting after the organizational meeting and prior to December 31 of each year. This meeting **shall** serve as a regular meeting of the Section Board.

Section 3 - Regular Meeting of the Section Board

Regular meetings of the Section Board **shall** be held at such times and such locations as the Section Board **may** prescribe.

Section 4 - Special Meetings of the Section Board

Special Meetings of the Section Board for any purpose or purposes **may** be called at any time by the President-or by a majority of the Section Board. Call for such special meetings **shall** specify the time and place of meeting.

Section 5 - Notice of Special Meetings of the Section Board

Notice of the time and place of any special meeting **shall** be delivered personally, mailed, telegraphed, faxed, emailed, transmitted, or telephoned to each member of the Section Board at least **five (5)** days prior to such meeting.

Section 6 - Waiver of Notice of the Section Board

The transactions of any meeting of the Section Board, however called and noticed or wherever held, **shall** be as valid as a meeting duly held after regular call and notice, if a quorum is present

and if, either before or after the meeting, each of the members of the Section Board signs a written waiver of notice, or a consent to holding such a meeting, or an approval of the minutes thereof.

All such waivers, consents or approvals **shall** be filed with the Section records and be made part of the minutes of the meeting.

Section 7 – Quorum of the Section Board

A majority of the members of the Section Board **shall** constitute a quorum for the transaction of business.

Section 8 – Voting of the Section Board

(a) The action of a majority of the members of the Section Board present at any meeting at which there is a quorum, when duly assembled, **shall** be regarded as the act of the Section Board and is valid as a section act, except where otherwise specified in these Bylaws.

(b) Each member of the Section Board **shall** have **one** vote.

(c) In the absence of the Section President, the Section President-Elect shall assume the full duties and responsibilities of the Section President. In the absence of the Section President-Elect, the Section Secretary shall assume full duties of the Section President. In absence of the Section Secretary, the Section Treasurer shall assume full duties and responsibilities of the Section President. The Section Officer's assumption of the Section President's duties and responsibilities shall terminate when the Section President is present. In the event no Section Officer is present to assume the duties of the Section President, the position shall be temporarily vacant.

(d) Actions taken at a meeting of the Section Board become effective immediately unless otherwise specified.

(e) Voting shall be either in person, by written ballot, by voice, by show of hands by email or by telephone conference call.

Section 9 – Motions and Resolutions

All motions and resolutions introduced at Section Board meetings **shall** only be made by voting members of the Section Board. Additionally, non-voting Committee Chairs appointed by the Section President, as provided in Article IV, may introduce motions and resolutions submitted by their respective committees.

ARTICLE VI – POWERS OF THE SECTION BOARD

Section 1 - General Limitations of the Section Board

The Section Board **shall** be subject to the limitations of the Articles of Incorporation, the Corporate Bylaws, these Section Bylaws, and the laws of the State of California.

Section 2 - General Authority of the Section Board

(a) All section powers **shall** be exercised by, or under the authority of the Section Board. The business and affairs of the Section **shall** be controlled by the Section Board. The Section Board **may** annually delegate portions of its authority to the Section President and/or an Executive Committee and may revoke same at any time.

(b) The Section Board **shall** have the power to make Section Bylaws, and **may**, when delegated to the Section by the Board of Directors of the Corporation, to make rules and regulations, and enforce them upon all members and fee payers, and to arbitrate any internal controversy, difference, or problem that may arise within the Section.

(c) The Section Board **may**, upon approval by the Board of Directors of the Corporation, cooperate with, contract with, or engage in joint action with other persons or organizations to achieve the Corporation's objectives.

(d) The Section Board **may**, when delegated to the Section by the Board of Directors of the Corporation, act as agent, or appoint an agent, to represent any member, fee payer, or group thereof on any subject matter pertaining to the Corporation's objectives.

(e) **No** member of the Section Board or any Committee **shall** receive any compensation from the Section **except** for expenses incurred on Section business unless prior approval has been granted by the Section Board as stated in this Section.

Section 3 - Financial Authority of the Section Board

(a) The Section Board shall have full control of the funds of the Section.

(b) Funds or assets shall be expended only for carrying out the objectives of the Corporation and Section as defined by the Articles of Incorporation, Corporate Bylaws, these Bylaws, and the Corporate Policy File.

(c) The Section Board, except as otherwise provided in these Bylaws, **may** authorize an officer(s) or agent(s) to enter into any contract or execute any instrument in the name of and on behalf of the Section, and such authority may be general or confined to specific instances. Unless so authorized by the Section Board, no officer, agent, or employee **shall** have any power or authority to bind the Section by any contract or engagement or to pledge its credit or to render it liable for any purpose or to any amount. All checks, drafts, or orders for payment of money, notes, or other evidences of indebtedness, issued in the name of or payable to the Section, **shall** be signed or endorsed by such person or persons.

(d) The Section Board **shall** adopt a budget.

Section 4 – Policy File

For the policies of the Corporate Board see the CORPORATION POLICY FILE. The file includes the Corporation policy on current important issues, current annual dues and assessments, goals and objective of the various corporate committees, and other material deemed appropriate by the Corporate Board.

ARTICLE VII – ELECTION OF DIRECTORS

The Section elects its Director by succession from the President. For information pertaining to other methods of electing Directors, see Article VII of the Corporate Bylaws and Article VIII, Section 9 of these bylaws.

ARTICLE VIII - POWERS AND DUTIES OF THE SECTION BOARD

Section 1 – President

- (a) The President **shall** be the Chief Executive Officer of the Section. The President **shall** exercise direct supervision and direction of the business and affairs of the Section.
- (b) The President **shall** appoint Chairs of, and have general supervision, direction and control of all Section committees except as provided in Article IV herein.
- (c) On completion on his/her term of office, the President shall assume the office of Section Director (Immediate Past President)

Section 2 – President Elect

- (a) The President Elect **shall** act both as an apprentice and an assistant to the President.
- (b) On completion of his/her term of office, the President Elect **shall** serve **one** term as President.
- (c) The President Elect is the Chair of the Nominating Committee and the Election Committee.

Section 3 – Director (Immediate Past President)

- (a) The Director **shall**, as his/her primary duty, serve on the Board of Directors of the Corporation. The Director **shall** work toward achieving the objectives of the Corporation for the benefit of all the members of the Corporation without special regard for any subdivision of the membership.
- (b) The Director **shall** inform the Board of Directors on all matters of interest to this Section, when so instructed by the Section Board.

- (c) The Director **shall** promptly inform the Section of all actions of the Corporate Board of Directors.
- (d) The Director is responsible for implementation of the Corporation Policy File for the Section
- (e) The Director shall provide each member of the incoming Section Board a statement of his/her duties and responsibilities.
- (f) The Director shall act as parliamentarian if present; otherwise, the We

Section 4 – Vice President Rank and File

The Vice President Rank and File serves as advisor to the President on collective bargaining matters affecting the bargaining units.

Section 5 – Vice President Supervisory

The Vice President Supervisory serves as an advisor to the President on matters affecting all members designated as supervisors or managers.

Section 6 - Secretary

- (a) The Secretary **shall** be Secretary of the Section.
- (b) The Secretary **shall** give, or cause to be given, notice of all meeting of the members and of the Section Board as required by these Bylaws.
- (c) The Secretary **shall** keep, or cause to be kept, a book of minutes of all the meetings of the Section Board with the time and place of such meeting, whether regular or special, and if special, how authorized, the notice thereof given, the names of those present at meetings, of the Section Board, and the proceedings thereof. A copy of these minutes shall be delivered to the Secretary of the Corporation.
- (d) The Secretary shall issue certified meeting minutes within the time limit set by the Section Board.

Section 7 - Treasurer

- (a) The Treasurer **shall** collect and keep the funds of the Section in the manner prescribed by the Section Board.
- (b) The Treasurer **shall** disburse the funds of the Section only on the approval of, and in the manner prescribed by the Section Board.
- (c) The Treasurer **shall** keep, or cause to be kept, an accurate accounting of all the financial transactions of the Section.

(d) The Treasurer **shall** prepare, or cause to be prepared, all financial reports and budgets required by the Corporate Bylaws, the Section Bylaws, the Corporate Board of Directors, or the Section Board.

(e) The Treasurer **shall** provide a complete financial statement to the Corporation Treasurer at such times and in such manner as the Corporation Treasurer **may** direct.

Section 8 - General Requirements

On completion of their terms of office, the Section Officers **shall** turn over all books, documents, records, funds and other property of the Section to their successors.

ARTICLE IX – ELECTION AND TERMS OF SECTION BOARD

Section 1 – Election of Section Board

The Section Board to be elected annually by the Section membership are the Officers and Delegates of the Section, except that President **shall** hold office by succession from the office of President Elect and the Director shall hold office by succession from the office of President.

Section 2 – Qualifications of the Section Board

(a) All candidates **shall** be members of PECG. In addition, all candidates **shall** be members of the Section.

(b) All candidates for Section Director **shall** have held office as Section President.

(c) All candidates for Section President Elect **shall** have held office on the Section Board.

(d) **No one shall** be a candidate for more than one office on the Section Board at any election.

(e) The current President Elect **shall not** be a candidate for any Section office.

(f) The Vice-President Collective Bargaining **shall** be designated as a rank and file employee.

(g) The Vice-President Supervisory **shall** be designated as a supervisory employee.

(h) All candidates **shall** have been PECG members for at least one year.

(i) If the President Elect or President is not eligible to or does not wish to succeed to the next office as called for in these Bylaws, then the office shall be subject to this Articles nomination and election procedures, including the qualifications for office.

Section 3 – Nominations for the Section Board

(a) The Nominating Committee **should** try to provide at least **two** Candidates for each Section Office, **one** or more of whom **may** have qualified under paragraph (c) of this Section, if possible.

(b) The Nominating Committee **shall** secure the consent of, and judge the qualifications, of all candidates to be elected under provision of this Article. Any nominee found unqualified **may** present an appeal to the Committee whose decision **shall** be final.

(c) Any members not otherwise nominated seeking candidacy for office **shall** submit to the Nominating Committee a nominating petition, signed within 11 months of the election by the individual and no fewer than 3% of the members eligible to vote for that office no later than June 15 for regular elections or 60 days prior to the mailing of ballots for a special election to fill the Office of President Elect. If qualified under provisions of this Section and Article IX, Section 2(h), the name of the member so nominated **shall** be added to the ballot. Nominations **shall** be closed at the end of the 50th day prior to the date ballots are mailed. The percentage required for each office shall be based on the membership as of March 1 prior to each election.

Section 4 – Election of the Section Board

(a) The Election Committee **shall** have PECG Corporate Office distribute ballots, containing the names of all qualified candidates, to each Section member who has been a member for **ten** (10) days prior to the date ballots are mailed. Ballots **shall** be mailed no later than **twenty** (20) days prior to the close of balloting.

(b) The close of balloting for the annual election of officers **shall** be by the **4th day of September**. When the **4th of September** falls on a Saturday or Sunday, the close of balloting **shall** be the next regular business day. For a special election to fill a vacancy in the Office of President Elect, the close of balloting **shall** be at least **seventy (70)** days after the date nominations for such vacancy are closed. The close of balloting is defined as the day that all valid ballots must be received at the location designated by the Election Committee.

(c) The balloting **shall** be conducted by either U.S. Mail, or by personal delivery to a member of the election committee.

(d) The balloting **shall** be conducted as provided in Article III herein, **except** that the candidate receiving the greatest number of votes **shall** be elected to office without regard to the quorum and majority vote provisions of said Article III.

(e) In the event of a tie vote for any office, the current Section Board **shall** select the officer from those tied.

(f) The names of the officers elected **shall** promptly be made known to the Section members.

Section 5 – Section Board’s Term of Office

The Section Board’s term of office **shall** begin with the installation at the annual meeting of the membership and terminate with the installation of their successors at the following annual meeting.

Section 6 - Removal of Officers

Any Officer **may** be removed from office by the members as provided for removal of Directors by California Nonprofit Mutual Benefit Corporation law or pursuant to the Corporate Bylaws through the termination of membership procedures.

Section 7 - Vacancies

(a) A vacancy **shall** be deemed to exist in the event of the death, resignation, loss of membership by, or removal of any officer. A vacancy will be created upon a change of status of the incumbent from that required in Section 2(f), and 2(g) of this Article for the Office of Vice President Supervisory and Vice President Rank and File.

(b) If a vacancy occurs in the Office of President, the President Elect **shall** assume the Office of President for the unexpired term and his/her regular term as President.

(c) A vacancy in the Office of President Elect created by his/her succession to fill a vacancy in the Office of President **shall not** be filled. However, a vacancy created by any other reason shall be filled by special election.

(d) If a vacancy occurs in the Office of Director (Immediate Past President), the most recent Past President eligible **shall** assume the office for the unexpired term. In event no one is eligible for such succession, the Section Board **shall** select a Board Member to perform the duties of the Immediate Past President and the Office shall remain vacant for the unexpired term.

(e) A vacancy in the Office of Secretary, Treasurer, Vice President Rank and File, or Vice President Supervisory **shall** be filled by the Section Board from the membership of the Section.

Section 8 – Incapacity of President

Should the President become temporarily incapacitated and unable to perform the prescribed duties as determined by a majority vote of the Section Board, the previous Director shall act in the President's stead during such period of incapacity.

ARTICLE X – POWERS AND DUTIES OF THE SECTION

For information pertaining to this article see Article X of the Corporate Bylaws.

ARTICLE XI - AMENDMENTS

Section 1 - Presentation of Amendments to Membership

(a) Any proposals to dissolve the Section, or change Section quorum criteria **shall** be presented to the Membership at a special meeting of the members as provided in Article III herein.

(b) These Bylaws **may** be amended or repealed by a **two-thirds** (2/3) majority vote of the entire Section Board subject to the power of the members to amend or repeal the Bylaws in accordance with Article III herein.

Section 2 - Origin of Proposals of Amendments

Proposals defined in Section 1 of this Article **shall** be originated either by a **two-thirds** (2/3) vote of the entire Section Board or by a petition signed by **ten percent** (10%) of the Section members.

Section 3 - Quorum, Voting, and Certification of Amendments

For any vote of the membership under this Article, quorum, voting, and certification requirements as specified in Article III **shall** govern, except that approval **shall** require a vote of **two-thirds** (2/3) of those present or returning valid ballots.

ARTICLE XII – PARLIAMENTARY LAW

In all questions involving parliamentary procedure, including election procedures, **not** covered by Corporate Bylaws, these Bylaws, or established by the Section Board, the most current edition of Robert's Rules of Order (Newly Revised) **shall** be the governing authority.

ARTICLE XIII – FAIR SHARE

For information pertaining to this article see Article XII of the Corporate Bylaws.

ARTICLE XIV - SECTION RECORDS AND REPORTS

Section 1 - Records

The Section shall keep:

- (a) Adequate and correct books and records of account;
- (b) Minutes of the proceedings of its members, Section Board and Committees of the Section Board; and

Minutes shall be kept in written form. Other books and records shall be kept either in written form or in any other form capable of being converted into written form.

Section 2 – Inspection of Records

(a) The Article of Incorporation, the Corporate Bylaws, and these Bylaws and copies thereof as amended to date, certified by the Secretary, **shall** be kept on file, at a location selected by the Section Board, and **shall** be open to inspection to all reasonable times.

(b) The book of accounts and the minutes of Section Board and membership meetings **shall** be kept on file, at a location selected by the Section Board, and **shall** be open to inspection at any reasonable time upon written request of any member for any purpose reasonably related to his/her interest as a member.

Section 3 – Right to Copy and Make Extracts

Any inspection under the provisions of this Article **may** be made in person or by agent or attorney and the right to inspection includes the right to copy and make extracts.

Section 4 – Annual Report

The Section Board **shall, not** later than **one hundred and twenty** (120) days after the close of the Corporation's fiscal year, cause an annual report to be furnished to the Corporation and to any member who request it in writing. Such report shall contain the following information in appropriate detail:

- (a) The assets and liabilities of the Section as of the end of the fiscal year.
- (b) The principal charges in assets and liabilities during the fiscal year.
- (c) The revenue or receipts of the Section, both unrestricted and restricted to particular purposes, during the fiscal year.
- (d) The expenses or disbursements of the Section, for both general and restricted purposes, during the fiscal year.
- (e) Any information required by law.

The annual report shall be accompanied by any report thereon of independent accountants or, if there is no such report, the certificate of authorized officer of the Section that such statements were prepared without audit from the books and records of the Section.

ARTICLE XV - VALDITY AND DEFINITIONS

Section I - Validity

If any provision of these Bylaws or the application thereof to any person or circumstance, is held invalid, the remainder of these Bylaws, or the application of such provision to other persons or circumstances, **shall** not be affected thereby.

Section 2 - Construction of Bylaws; Definitions

(a) Unless the context requires, the general provisions, rules of construction, and definitions contained in the California Nonprofit Mutual Benefit Corporation Law **shall** govern the construction of these Bylaws. Without limiting the generality of the foregoing, the masculine gender includes the feminine and neuter, the singular includes the plural and the plural number includes the singular, and the term "person" includes a Corporation as well as a natural person.

(b) "Corporation" **shall** mean the Professional Engineers in California Government (PECG).

(c) "Section Board" **shall** mean the Board of the Section.

Amended July 9, 1991. Article VIII. Section 4 (b) amended to read "the close of balloting... shall be the 15th day of September" from "... the last day of September".

Amended September 12, 1995

1. Article IV. Section 2 amended to read " the Treasurer, the Director, and Delegates" from "...the Treasurer and the Director."
2. Article IV, Section 4(a), the following is added as the first sentence "The Nominating Committee shall be chaired by the President-Elect."
3. Article IV, Section 4(b), the following is added as the first sentence "The Election Committee shall be chaired by the President-Elect".
4. Article VIII, Section 4(b) amended to read "...shall be by the 15th day..."
5. Article VIII, Section 4(d) amended to read "...count the ballots and the"... from "...count the ballots in open session and the..."

Revised October 12, 2004

Revised July 28, 2011 by ratification of membership (pending)