



BYLAWS OHIO CHAPTER OF URISA

ARTICLE I NAME

The name of this organization is the OHIO CHAPTER OF URISA (hereinafter referred to as “the Chapter”) of the Urban and Regional Information Systems Association (hereinafter referred to as “URISA”).

ARTICLE II OBJECTIVES

Section 1. **Education** Recognizing a need to stimulate, encourage and otherwise provide for the advancement of an interdisciplinary approach to planning, designing and operating urban and regional information systems, the objectives of URISA and the Chapter are (a) to provide an objective educational forum without political, social, financial or national bias, (b) to foster the exchange of ideas and studies focused on the planning, operation, and consequences of such information systems, (c) to promote and encourage the ethical use of information technology, (d) to promote professional interaction, stimulate research, encourage publication, and generally aid the advancement of its members and other organizations having related objectives.

Section 2. **Equal Opportunity** Being mindful of the undesirable effects of institutionalized discrimination, the Chapter shall conduct its activities on a fair and equitable basis without bias toward race, gender, ethnicity, religious affiliation or sexual preference., . Further, the Chapter shall encourage and promote equal opportunity participation in all Chapter activities.

Section 3. **Political Activity** The Chapter may provide testimony or participate in lobbying to support its objectives to influence legislation, but shall not expend a substantial part of its budget in these matters; nor shall it participate in or intervene in (including the publishing or distributing of statements) any political campaign on behalf of any candidate for public office. It is the responsibility of individual Chapter members, officers and duly appointed representatives participating in any legislative process to be aware of legal and professional limits, and seek necessary authorization and duly report such activity to URISA.

ARTICLE III MEMBERSHIP

Section 1. **Eligibility** The membership boundaries of the OHIO CHAPTER OF URISA shall be that of the people or organizations living or working in the State of Ohio. Any

responsible individual or organization with a serious interest in the field of urban and regional information systems, in agreement with the mission of URISA, and approving of the objectives of the Chapter shall be eligible for the membership in the Chapter.

Section 2 **Categories**

- a) Regular or Individual - \$25
- b) Student - \$10
- c) Organizations/Departments - \$100 (5 people)

Section 3. **Duration** All members shall hold membership for a period of one year unless otherwise specified in these bylaws. The Chapter's membership year shall be from July 1 of one year through June 30 of the next year.

Section 4. **Rights and Privileges** All dues-paying members shall have full voting and office-holding rights as detailed by URISA. Members shall be informed of the activities and progress of the Chapter through Chapter meetings, annual or more frequent reports, newsletters, electronic communications, and by distribution of minutes of Chapter meetings.

Section 5. **Dues** Chapter dues for each defined membership category shall be duly established by a majority vote of Chapter members, with the approval of URISA. Any change in Chapter dues must be approved by URISA Association.

Section 6. **Exempt Organization** The Chapter is a tax exempt organization and has a federal tax exempt number for financial purposes.

ARTICLE IV **CHAPTER MEETINGS**

Section 1. **Meetings** The Chapter shall hold at least two meetings a year. At the first of these meetings, known as the Organizational Meeting, the members shall formally adopt a dues structure for the upcoming year, establish a regular meeting schedule for the year, and empanel a nominating committee for the purposes of proposing a slate of Officers. At the second of these meetings, known as the Annual Meeting officers shall be elected. Special Meetings of the Chapter may be called at any time by the Chair, by a majority vote of the Officers, or by a majority vote of the members at any Chapter meeting.

Section 2. **Quorum** At any meeting of this Chapter, a majority of Officers in attendance shall constitute a quorum to do business.

Section 3. **Voting** At all meetings of the Chapter, all members shall have one (1) vote. Unless otherwise specifically provided by these Bylaws, majority vote of the members present and voting shall govern.

Section 4. **Rules of Order** The current edition of "Roberts Rules of Order" governs this Chapter in all parliamentary situations that are not provided for in the Chapter Bylaws.

ARTICLE V **OFFICERS**

Section 1. **Elections** All officers shall be nominated to office by a Nominating Committee. Additional nominations may be made from the floor when the slate is presented to the membership for approval. The nominees for all officer positions must be active members of URISA International in good standing and must reside and /or work within the defined geographic area of the Chapter. No member shall hold more than one (1) elective office during a term.

Section 2. **Tenure of Officers** Officers shall assume office at the beginning the membership year; July 1 to June 30. The Ohio Chapter Officers shall consist of the following: Past Chair, Chair, Vice-Chair, Secretary and Treasurer. The Vice-Chair shall be elected to serve one year as Vice-Chair, one year as Chair and one year as Past Chair. The Chair shall be elected to serve one year as Chair and one year as Past Chair.

The Secretary and Treasurer shall hold office for two-year terms or until their elected successor takes office.

The period of time an officer may serve, in completing the unexpired term of another officer, shall not be included when applying the foregoing limitation of terms.

All officers shall serve without compensation.

Section 3. **Attendance of Officers** Each officer must attend a minimum of 50% of all Executive Committee meetings during each fiscal year or be removed from the office by majority vote of the Executive Committee.

Section 4. **Vacancy** In the event of a vacancy in the office of the Chair, other than expiration of tenure, the Vice-Chair shall automatically succeed to the office of Chair for the term to which he/she was elected. In the event that both the Chair and Vice-Chair shall be unable to serve, a Nomination Committee made up of the Executive Committee, shall nominate a new Chair and Vice-Chair and a special election of the membership shall be held. The new Chair and Vice-Chair shall take office immediately.

Vacancies in any other elective office may be filled for the balance of the term, by the Executive Committee at any regular or special Executive Committee meeting.

Section 5. **Removal** Any Executive Committee member may be removed from office, if after due and proper hearing, he or she is found guilty of neglect of duty, improper conduct, or violation of these Bylaws. Removal shall require a two-thirds (2/3) vote of all Chapter members present at a regularly scheduled meeting.

Section 6. **Duties of Officers** The officers of the Chapter shall minimally consist of the following five positions:

- a) The ***Chair*** shall be the chief elected officer and the official spokesperson for the Chapter. He/she shall preside at all meetings of the Executive Committee and Chapter membership. The Chair shall appoint all committee chairpersons, and shall be an ex-officio member of all Chapter committees, serve as the official tie-breaker on all Executive Committee and Chapter votes, as well as have additional duties which may be assigned by the Chapter. The Chair may

make and sign contracts and agreements, in the name of the Chapter, with approval of the Executive Committee and in accordance with guidelines set forth by the Chapter. He/she must be an active URISA member in good standing. On completion of his/her term, the Chair automatically succeeds to the office of Past Chair.

- b) The ***Vice-Chair*** assumes the duties of the Chair in the absence of the Chair. He/she performs other duties as may be recommended by the Chapter members. Upon completion of his/her term, the Vice-Chair automatically succeeds to the office of Chair. He/she must be an active URISA member in good standing.
- c) The ***Secretary*** shall prepare accurate minutes of all proceedings and meetings of the Chapter and Executive Committee. He/she shall prepare and submit all required reports, give notice of all Chapter and Executive Committee meetings, conduct all formal Chapter correspondence and perform other duties which may be assigned by the Chapter. He/she must be an active URISA member in good standing.
- d) The ***Treasurer*** shall be responsible for the managing of the Chapter finances. He/she shall keep full and accurate records of receipts and disbursements; and perform duties which may be assigned by the Chapter. He/she shall be responsible for the verification and filing of the Annual Chapter Report, which includes the Chapter's financial statement, and shall be responsible for all other reports and filings as required by other agencies. He/ she must be an active URISA member in good standing.
- e) The ***Past-Chair*** shall be a member of the Chapter who has just completed a term as Chair. He/she shall advise the Chair and the other officers and perform any other duties which may be assigned by the Chapter. He/she must be an active URISA member in good standing.

Section 7. **Executive Committee** The Executive Committee shall be composed all officers and any committee chair. The Executive Committee may act for the Chapter on all matters of business unless otherwise restricted by these Bylaws. Such actions shall be subject to ratification by the Chapter Membership at its regular and or special meetings. The Executive Committee shall meet at the call of the Chair, or upon the call of two (2) Executive Committee members. The Executive Committee may transact business at a meeting, by a telephone conference call, by a telephone ballot, or by facsimile ballot. A majority of the members of the Executive Committee shall constitute a quorum.

ARTICLE VI. **STANDING AND SPECIAL COMMITTEES**

Standing Committees of the Chapter shall include a Nominating Committee appointed by the Chair and approved by the majority of members at the Organizational meeting. Additional special and standing committees dealing with special topics including, but not limited to, finance, membership, education, publications, and conferences may be established as needed by the Chair with the ratification of the membership. The Chair, with approval by the Board, shall establish the duties and membership of such committees as appropriate to support the Chapter.

ARTICLE VII AMENDMENTS

These Bylaws may be amended, revised, or repealed by *two-thirds (2/3) majority* vote of members in attendance at a regularly scheduled Chapter meeting or via electronic ballot, with subsequent approval by the URISA Board of Directors. Amendments of the Chapter Bylaws may be proposed by the Executive Committee or by a petition authorized by 10% of the Chapter members in good standing.

ARTICLE VIII CHAPTER ADHERENCE

A duly chartered URISA Chapter must adhere to the URISA Bylaws and constitution or risk the loss of its charter. URISA Bylaws supersede Chapter Bylaws. Use of the URISA name and logo by the Chapter must comply with URISA guidelines.

ADOPTION:

Chapter Chair

Date

APPROVAL:

URISA International

Date