

**GEORGIA ASSOCIATION FOR WOMEN LAWYERS
COLUMBUS CHAPTER**

BY-LAWS

Article 1: NAME

The name of the organization shall be “GEORGIA ASSOCIATION FOR WOMEN LAWYERS – COLUMBUS CHAPTER (GAWL-COLUMBUS)”

Article 2: OBJECTIVE

GAWL-COLUMBUS shall be a chapter of the GEORGIA ASSOCIATION FOR WOMEN LAWYERS (“GAWL”) and shall be a non-profit association for the welfare and interest of women lawyers; to maintain the honor and integrity of the profession of law; to inform and educate lawyers in Georgia on matters pertaining to their professional interests and status; to aid in the administration of justice; to do the things necessary and proper to promote and advance the objectives of GAWL-COLUMBUS; and to encourage city-wide participation by all members of GAWL-COLUMBUS.

Article 3: FISCAL YEAR

The fiscal year of GAWL-COLUMBUS shall be from July 1 through June 30 of the following year.

Article 4: MEMBERSHIP

- 4.1 Full Members. Members in good standing of the Bar of any State or the District of Columbia shall be eligible for full membership in GAWL-COLUMBUS, upon acceptance of application and payment of dues. Such members shall have all the privileges of GAWL-COLUMBUS, including the right to vote and hold office. An honorary member, as defined by the statewide GAWL, shall be a FULL MEMBER of GAWL-COLUMBUS.
- 4.2 Auxiliary Members. Any lawyer, distinguished in the profession, to be determined in the sole discretion of the voting members of GAWL-COLUMBUS, upon nomination by a member in good standing of GAWL-COLUMBUS and after obtaining an acceptance by three-fourths of the Officers of GAWL-COLUMBUS, may be enrolled as an auxiliary member.

- 4.3 Student Members. Any law student shall be eligible for a student membership upon enrolling in an accredited law school, which membership shall be available until admittance to any State Bar or the District of Columbia Bar is obtained. Student members shall not be entitled to vote or hold office and shall pay membership dues as set by the Executive Board of the statewide GAWL.
- 4.4 Suspension or Expulsion of Members. A member disbarred from practicing law in any State or the District of Columbia shall be automatically dropped from membership in the Association and cannot be reinstated until having been readmitted to practice law in that State.

Article 5: VOTING

All FULL MEMBERS of GAWL-COLUMBUS in good standing are eligible to vote in elections. Voting shall be by written ballot with elections to be supervised by and ballots to be received by a member of GAWL-COLUMBUS who shall be appointed by the President within the time limits set by the Executive Board of the statewide GAWL.

Article 6: OFFICERS

- 6.1 Eligibility. Any FULL MEMBER of GAWL-COLUMBUS in good standing is eligible to hold office.
- 6.2 Officers. The officers of GAWL-COLUMBUS shall consist of a President, a Vice President/President Elect, a Secretary and a Treasurer.
- 6.3 Terms of Office. Each officer shall serve from the time of installation at the Annual Meeting of the statewide Georgia Association for Women Lawyers and shall continue in office until the next Annual Meeting, or until a successor is installed, and shall deliver to her successor within fifteen (15) days after the close of the term of office all association property in the officer's possession. Each officer shall deliver to the President, at the close of such officer's term, a written status report.
- 6.4 Duties of Officers
- 6.4.1 President: The President shall preside at all meetings of GAWL-COLUMBUS; sit on the Full Board of the statewide Georgia Association for Women Lawyers; sign all contracts approved by the Officers of GAWL-COLUMBUS; act as a member *ex officio* of all Committees; call special meetings of the Officers of GAWL-COLUMBUS; appoint chairs of the committees; create and appoint such Special Committees as may be deemed necessary, and serve on those committees *ex officio*; serve as an administrative liaison with the statewide Georgia Association for Women

Lawyers by virtue of her position on the Full Board of the statewide Georgia Association for Women Lawyers; and perform the usual duties incumbent upon the President.

6.4.2 Vice President/President Elect. The Vice President/President Elect shall perform the duties of the President in the absence of the President; oversee programs, special events, and community activities; review sponsorship requests; and review contracts; be a liaison with representatives of the statewide GAWL involving programs, social action and community activities. It shall also be the duty of the Vice President/President Elect to organize, coordinate, and publicize programs and special events, and to act as liaison with the Programs Chair of the statewide GAWL.

6.4.3 Secretary. It shall be the duty of the Secretary to keep a record of all official proceedings of all regular and called meetings of GAWL-COLUMBUS and to make available said records to all members on request, to author and distribute a monthly newsletter advising the membership of the events of the previous month's meeting and providing notice of upcoming events, to maintain an accurate list of GAWL-COLUMBUS members and to be responsible for keeping a record of all changes of address, etc., of all GAWL-COLUMBUS members. It shall also be the duty of the Secretary to keep a scrapbook containing material, programs, pictures, news releases, etc., relating to GAWL-COLUMBUS. The Secretary shall be responsible for the safekeeping of all historical records and organizational documents.

6.4.4 Treasurer. It shall be the duty of the Treasurer to oversee the collection of funds, which funds GAWL-COLUMBUS shall collect; to pay the bills of GAWL-COLUMBUS which have been approved by the Officers; to notify the President and the other Officers of the names of members in arrears when called on to do so, to coordinate with the statewide Georgia Association for Women Lawyers' Treasurer to establish an annual budget and allotment of dues to be distributed to GAWL-COLUMBUS, and to handle any other financial matters when called on to do so by the Officers of GAWL-COLUMBUS.

Article 7: ELECTION OF OFFICERS.

7.1 Nominations. Nominations for officers may be made orally or in writing by any active member in good standing.

7.2 Elections. Officers of GAWL-COLUMBUS shall be elected by written ballot in the first week of May each year. The election shall be supervised by a member of GAWL-COLUMBUS who shall be appointed by the President, which member shall coordinate with the Executive Board of the statewide Georgia Association

for Women Lawyers, and the results of the elections shall be announced by that person to the membership. No officer shall be eligible to hold the same office more than two consecutive terms. The terms of this section will not apply for the first year that GAWL-COLUMBUS is in existence, as the officers who sign these by-laws will serve from the time these by-laws are enacted until elections are held pursuant to this section in 2004.

- 7.3 Voting. A plurality of votes cast by written ballot shall be sufficient to elect officers.
- 7.4 Vacancies. If an officer resigns or otherwise leaves office before the expiration of that officer's term, the remainder of the term shall be filled by a member elected by a majority vote of the remaining Officers within sixty (60) days of the date that the vacancy occurs.

Article 8: DUES.

- 8.1 Amount. Dues for each type of membership shall be recommended by the Executive Board of the statewide GAWL pursuant to the GAWL BY-LAWS.

Article 9: REGULAR MEETINGS.

- 9.1 Regular Meetings. Regular meetings of GAWL-COLUMBUS shall be held from time to time as designated by the President. Notice of all meetings shall be given to the membership.
- 9.2 Special Meetings. There may be special meetings called by the President for the transaction of business. Notice of such meetings may, if time permits, be given in writing or by telephone to members.
- 9.3 Quorum. Three (3) members and one (1) officer shall constitute a quorum for the transaction of business at regular and special meetings.
- 9.4 Voting. Except as otherwise set forth herein, all shall be approved by a majority of such members present at said meeting, so long as a quorum is present.

Article 10: AMENDMENT.

These By-Laws may be amended without notice by the unanimous vote of the members present at any regular meeting and approved by the Executive Board of the statewide GAWL, if required under their By-Laws.

These By-Laws may also be amended by a two-thirds (2/3) vote of the members present at any regular meeting, provided that the members have received notice of the proposed amendment either in writing or orally at a regular or annual meeting, within sixty (60) days of the time of the vote.

These By-Laws may also be amended by the unanimous vote of the Officers of GAWL-COLUMBUS subject to approval by the Executive Board of GAWL pursuant to its By-Laws.

Article 11: TERMINATION OF SUBCHAPTER STATUS.

If the Officers of GAWL-COLUMBUS deem that continuing as a chapter of the Georgia Association for Women Lawyers is not in the best interests of the members of GAWL-COLUMBUS, and only after approval by the unanimous consent of the Officers of GAWL-COLUMBUS and a majority of the members of GAWL-COLUMBUS at any regular or special meeting, GAWL-COLUMBUS may terminate its status as a chapter of the Georgia Association for Women Lawyers.

In the event of such termination, GAWL-COLUMBUS may elect to continue, under a different name, as an entity separate and distinct from the Georgia Association for Women Lawyers. In the alternative, GAWL-COLUMBUS may elect to disband entirely.

ADOPTION BY OFFICERS OF GAWL-COLUMBUS

The undersigned, constituting the officers of GAWL-COLUMBUS, do hereby adopt these By-Laws as the By-Laws of GAWL-COLUMBUS, effective as of September ____, 2002.

Dated: _____, 2002

Traci Green Courville
President

Dated: _____, 2002

Teresa Pike Tomlinson
Vice President/President Elect

Dated: _____, 2002

Stephanie K. Crosse
Secretary

Dated: _____, 2002

Donna Hix
Treasurer

Dated: _____, 2002

Stacy Edelstein
President, Georgia Association
for Women Lawyers