

STRUCTURAL ENGINEERS ASSOCIATION OF GEORGIA

BY-LAWS

ADOPTED 2001
AMENDED 2026

- **ARTICLE I: NAME AND LOCATION**
- **ARTICLE II: PURPOSE**
- **ARTICLE III: MEMBERSHIP**
- **ARTICLE IV: GOVERNANCE**
 - A. Executive Committee
 - B. Executive Committee Officers
 - C. Committees
- **ARTICLE V: VOTING**
 - A. Membership Voting
 - B. Election of Executive Committee
 - C. By-Laws Amendment
- **ARTICLE VI: MEMBERSHIP MEETINGS**
- **ARTICLE VII: DUES AND ASSESSMENTS**

ARTICLE I: NAME AND LOCATION

The name of the association shall be **STRUCTURAL ENGINEERS ASSOCIATION OF GEORGIA**. The office of the Association shall be located in the State of Georgia.

ARTICLE II: PURPOSE

This Association is established for the following purposes:

- To advance the professional practice of Structural Engineering.
- To advocate for a professional environment which emphasizes public safety and promotes dependable, high quality engineering services.
- To encourage the pursuit of excellence in Structural Engineering work.
- To educate others regarding the responsibilities of the Structural Engineer.
- To support the continuing education of Structural Engineers.
- To influence legislation affecting Structural Engineering practice.
- To influence codes and standards affecting Structural Engineering practice.
- To cooperate with other professional organizations on issues affecting Structural Engineering practice.
- To foster social contacts which advance the Association's goals.

ARTICLE III: MEMBERSHIP

Membership in the Association is open to individuals who practice or who have a vital interest in the profession of Structural Engineering. All members of the Association shall be of good character and reputation.

There are six classes of membership in the Association: General, Associate, Student, Affiliate, Retired, and Life Membership. The requirements for each membership class are as follows:

- **General Membership:** General Membership is open to individual Professional Engineers and/or Structural Engineers who are registered in the State of Georgia and primarily engage

in the practice of structural engineering.

- **Associate Membership:** Associate Membership is open to graduates of four-year engineering programs who are not yet registered to practice engineering in the State of Georgia.
- **Student Membership:** Student Membership is open to full-time students currently enrolled at an accredited college or university in the State of Georgia, with their focus on civil/structural engineering. Student members may be employed as interns, but Student Membership is not intended for individuals with full-time salaried jobs.
- **Affiliate Membership:** Affiliate Membership is open to individuals who work in fields affiliated with professional Structural Engineering practice. This includes other design professionals, purchasers of Structural Engineering services, vendors of structural products or services, builders, and others who, in the opinion of the Executive Committee, are in a position to advance the professional practice of Structural Engineering.
- **Retired Membership:** Retired Membership is open to individuals who have been a General or Associate Member in good standing of this Association for a minimum of five (5) years and shall, in the opinion of the Executive Committee, have retired from actively practicing as a Structural Engineer. Such an engineer must be registered as a Professional or Structural Engineer by the Georgia Professional Engineers and Land Surveyors Board but may have their license status approved as "Inactive" or "Lapsed."
- **Life Membership:** Life Membership may be granted to a General, Associate, or Retired Member in good standing of this Association for a minimum of ten (10) years and shall, in the opinion of the Executive Committee, have retired from actively practicing engineering and shall have been awarded such membership classification by vote of two-thirds (2/3) of the Executive Committee. A Member receiving such status shall retain the status of Retired Member, together with its privileges, plus the designation "Life".

All membership levels, except Student Membership, include membership in the National Council of Structural Engineers Association (NCSEA), with all of the attendant rights and obligations thereof.

Membership applications shall be made upon the Association's Membership Application Form. Applications shall be approved by the Secretary or Membership Committee and may be reviewed by the Executive Committee, at their discretion, and subject to a majority vote.

ARTICLE IV: GOVERNANCE

A. Executive Committee:

The Association shall be governed by an Executive Committee elected by the General Membership. Executive Committee Officers shall be General Members of the Association.

The Executive Committee shall exercise all powers consistent with the purposes of the Association except those reserved for its Officers and General Members.

At least half of the Executive Committee shall constitute a quorum for conducting business. The Executive Committee shall meet at least quarterly.

Any officer may be removed with or without cause at any time during their tenure by the affirmative vote of two-thirds (2/3) of the Executive Committee at a meeting of the Executive Committee. Notice of the intention to act upon such matter shall be given in the notice calling such meeting.

An officer's position shall be deemed vacated upon any of the following events:

- The officer is absent from three consecutive Executive Committee meetings without cause
- The officer is no longer employed in the Structural Engineering profession
- The officer's license to practice engineering in the State of Georgia is revoked

B. Executive Committee Officers:

The Executive Committee shall consist of the immediate Past-President and a minimum of six elected officers: the President, Vice-President, Secretary, Treasurer, and two or more Directors. The duties of the officers are as follows:

- **President:** The President shall:
 - Preside over meetings of the General Membership and of the Executive Committee.
 - Designate two signatories for checks drawn against the Association checking account.
 - Appoint chairs and members of Committees.
 - Propose an annual budget for approval by the Executive Committee.
 - Serve as a spokesperson for the Association and be responsible for official releases of information.
 - Perform other duties normally exercised by the President of an association.
- **Vice-President:** The Vice-President shall:
 - Have the responsibilities assigned by the President.
 - Perform the duties of the President in the event that the President is unable to do so.
 - Distribute, collect and count ballots for votes of the General Membership.
- **Past-President:** The Past-President shall:
 - Serve as an advisor to the President and the Executive Committee.
 - Help the President to ensure continuity of the Association.
- **Treasurer:** The Treasurer shall:
 - Receive and disburse funds.
 - Maintain financial records.
 - Collect member dues and assessments.
 - Be responsible for filing tax returns.
- **Secretary:** The Secretary shall:
 - Record and distribute meeting minutes of Executive Committee meetings.
 - Create and distribute meeting notices.
 - Maintain an official membership list.
 - Maintain corporate documents.
- **Directors:** The Directors shall have the responsibilities assigned to them by the President.

C. Committees:

The Executive Committee shall create committees in pursuit of the goals and purposes of the Association. Committee Chairs shall be appointed by, and serve at the pleasure of, the President. Committee Chairs shall appoint Committee Members from the membership.

Standing committees of the organization are as follows:

- **Membership Committee:** This committee shall encourage membership in the Association. It shall maintain a current list of Association members. The Chair of the membership committee shall be the Secretary of the Association.
- **Nominating Committee:** This committee shall be responsible for nominating a slate of Executive Committee Officers for the annual elections. The Vice President shall be the chair of the Nominating Committee.

Additional Committees, standing or ad-hoc, may be created or eliminated by the Executive Committee.

D. Procedures:

Business proceedings at all meetings shall be governed by Robert's Rules of Order, except where it is in conflict with the provisions of these By-Laws.

ARTICLE V: VOTING

A. Membership Voting:

One fifth of all General Members shall constitute a quorum for conducting business. A simple majority of votes cast shall decide matters under consideration.

B. Election of Executive Committee:

The elected officers of the Executive Committee shall be elected annually by the General Membership. Each officer shall take office on July 1 and shall continue in office for a term of one (1) year and thereafter until a successor has been elected and qualified, or until death, resignation, retirement, disqualification, or removal. There shall be no limit on the number of terms that an officer may serve.

The election shall be by written or electronic ballot sent before April 1 of the year preceding the officer's term. The ballot shall include the candidates chosen by a Nominating Committee appointed by the President, as well as write-in candidates of the voter's choosing. A majority of votes cast is required for election. The election shall be ratified by a majority vote of the General Members at a meeting held prior to July 1. Ties will be decided by a majority vote of the General Members at this meeting.

Vacancies will be filled by a majority vote of the General Members at the next membership meeting.

C. By-Laws Amendment:

Any member of the organization may propose amendments to these By-Laws. The Executive Committee will promote amendments which it finds in the best interests of the Association.

By-Laws amendments shall be decided by written or electronic ballot sent to the General Membership. The ballot shall include a written description of the proposed amendment. A two-thirds majority of votes cast is required for adoption.

ARTICLE VI: MEMBERSHIP MEETINGS:

Membership Meetings shall be held at least quarterly for the following purposes:

- To brief Members as to the activities of the Executive Committee.
- To solicit the opinion of the General Membership on important issues.
- To consider matters brought to the floor by any General Member.
- To facilitate social interaction among the members.
- To present educational programs related to the practice of Structural Engineering.

Special meetings may be called by the President, the Executive Committee, or by one third of the General Membership.

ARTICLE VII: DUES AND ASSESSMENTS:

Membership dues shall be established by the Executive Committee. Dues for Associate members shall be 50% of the dues for General Members. Dues for Affiliate Members shall be the same as the dues for General Members.

The Executive Committee may establish special assessments on Members if necessary, in pursuit of the Association's mission. Payment of assessments is voluntary.

The Executive Committee may also establish special assessments on Affiliate Members in compensation for allowing them to promote the commercial interests of themselves or their organizations. Such permission shall only be given for activities which are in accordance with the goals of the Association.