

## CONSTITUTION

### ST. LOUIS CHAPTER MISSOURI SOCIETY OF PROFESSIONAL SURVEYORS

For the orderly conduct and management of its affairs according to the by-laws of the Missouri Society of Professional Surveyors (MSPS), under which it holds its Charter, the St. Louis Chapter of the Missouri Society of Professional Surveyors adopts and shall hereafter be governed by the following constitution to wit:

#### ARTICLE I – NAME

This organization shall be known as the St. Louis Chapter Missouri Society of Professional Surveyors. Hereinafter the organization will be referred to as “The St. Louis Chapter”.

#### ARTICLE II – PURPOSE

The purpose of the St. Louis Chapter is to elevate *the* standards of the surveying profession in the east central area of Missouri ~~thereby benefiting the general public~~ and to sponsor legislation and educational programs beneficial to the public and to land surveyors.

#### ARTICLE III – LOCATION

Headquarters of the St. Louis Chapter shall be as determined by the Board of Directors.

#### ARTICLE IV – OFFICERS

Officers shall be President, whom shall be a PLS Member *in good standing for* ~~and have served~~ a minimum of 3 years ~~on the Executive Committee~~; Vice President, whom shall also be a PLS Member *in good standing for a minimum of 3 years* ~~of the St. Louis Chapter~~; Secretary *Treasurer*, whom shall be a PLS or LSIT Member of the St. Louis Chapter; ~~whom shall also be a PLS Member~~ *Information Officer; whom shall be a PLS or LSIT Member in good standing for a minimum of 3 years*; and there shall be one to ~~four~~ *five* directors, a maximum of two directors may be Associate Members provided that they are an Associate Member of MSPS, the other directors must be a PLS or LSIT Member. These Officers and Directors with the immediate Past President as ex officio member with voting privileges shall compose the Executive Committee. In the instance that the current President is serving consecutive terms, there will not be an immediate Past President as ex officio member with voting privileges, said presidents vote will be the tie breaking vote if needed.

#### ARTICLE V – MEMBERSHIP

The membership of the St. Louis Chapter shall consist of the following classes and shall agree to uphold the Code of Ethics of the Missouri Society of Professional Surveyors.

1. PLS MEMBER: Any person who is a land surveyor in the state of Missouri, a member of the Missouri Society of Professional Surveyors and whose registration is in full effect shall be eligible for membership in the St. Louis Chapter as a PLS Member.

2. LSIT MEMBER: Any person who is a Land Surveyor in Training in the state of Missouri, a member of the Missouri Society of Professional Surveyors and whose LSIT is in full effect shall be eligible for membership in the St. Louis Chapter as a LSIT Member.
3. CORPORATE MEMBER: Any company, partnership, or corporation which practices land surveying in the State of Missouri, and whose registration is in full effect shall be eligible for membership in the Association as a Corporate Member.
4. ASSOCIATE MEMBER: Any person engaged in land surveying with an associate interest in the profession of Land Surveying, who is not a registered land surveyor, shall be eligible for membership in the St. Louis Chapter as an Associate Member.
5. SUSTAINING MEMBER: Any person or firm engaged in a business related to land surveying and interested in the advancement of the land surveying profession shall be eligible for membership in the St. Louis Chapter as a sustaining member.
6. HONORARY MEMBER: Any person of distinction who has rendered meritorious service to the Profession or this Chapter may be elected as an Honorary Member of the St. Louis Chapter by a two-thirds vote of the membership voting in said election.
7. STUDENT MEMBER: Any person registered in any school as defined by section 327.001 (2) RSMo and who is enrolled in a course of land surveying or who has completed such a course, shall be eligible for membership as a Student Member.

#### ARTICLE VI – ADMINISTRATION

The administration of the St. Louis Chapter shall be in accordance with the By-Laws.

#### ARTICLE VII – MEETING

There shall be at least one quarterly membership meeting of the St. Louis Chapter.

#### ARTICLE VIII – BY-LAWS

The St. Louis Chapter shall adopt By-Laws for its government, and shall provide for admission of new members. Such By-Laws shall conform to the charter of the Missouri Society of Professional Surveyors and shall not be contrary to any provisions of the Constitution or the Statutes of the State of Missouri.

#### ARTICLE IX – AMENDMENTS

Section A. Amendments to this Constitution may be proposed by the Executive Committee of the St. Louis Chapter or by a written and/or emailed request of not fewer than five registered members in good standing.

Section B. Proposed Amendments shall be submitted to the members, with voting rights, in good standing, by email and/or letter ballot, and shall pass by a two-thirds (2/3) majority of the members voting within thirty (30) days of said email and/or mailing.

## BY-LAWS

### ST. LOUIS CHAPTER OF MISSOURI SOCIETY OF PROFESSIONAL SURVEYORS

#### By-law 1 – FISCAL AND ADMINISTRATIVE YEAR

Section A. The fiscal year of the St. Louis Chapter shall be the calendar year.

Section B. The administrative year of the St. Louis Chapter shall be the calendar year.

#### By-Law 2 – MEETINGS

Section A. Membership meetings shall be held at least quarterly and at such other times and places designated by the Executive Committee. Special membership meetings may be called by the president or upon petition of at least ten members in good standing on the date of the call.

Section B. An annual meeting shall be held not later than December 15, at which time there shall be elected the officers and directors who shall comprise the Executive Committee for the ensuing year. The newly elected Officers and Directors shall assume their duties January 1.

Section C. Written notice of the annual meeting and all special meetings shall be emailed and/or mailed to each member at least ten days prior to the meeting or posted on the chapters website.

#### By-Law 3 – QUALIFICATIONS OF OFFICERS AND COMMITTEE CHAIRMAN

The President and Vice President shall be voting members of MSPS in good standing. The Secretary shall be a PLS or LSIT. The Chairman of the Legislative and By-Law and Membership Committee shall be a PLS or LSIT.

#### By-Law 4 - DUTIES OF OFFICERS

Section A. The president shall preside at all meetings of the St. Louis Chapter and the Executive Committee. He shall appoint all committees except the Executive Committee. He shall be an ex officio member of all committees.

Section B. The Vice President shall assume all duties of the President in the absence of the President.

Section C. ~~The Secretary shall keep an accurate record of all proceedings of the St. Louis Chapter and the Executive Committee and maintain an accurate record of the membership.~~ *Treasurer shall collect all monies due the St. Louis Chapter and pay all claims approved by the executive committee. The Secretary Treasurer shall also keep the financial records of the St. Louis Chapter.*

Section D. ~~The executive committee shall appoint a member of the St. Louis Chapter to be the Treasurer of the Chapter. The Treasurer shall collect all monies due the St. Louis Chapter and pay all claims against the St. Louis Chapter upon instruction of the executive committee. The Treasurer shall keep the financial records of the St. Louis Chapter.~~ *The Information Officer shall be*

*responsible for the operation and maintenance of the Chapter's digital platform (website and social media applications). Upon approval by the executive committee, the Officer may seek the assistance of technical specialists or a subordinate in the working performance of media footprint.*

## By-Laws 5 – COMMITTEES

Section A. An executive committee shall consist of the President, Vice President, Secretary *Treasurer, Information Officer, and* one to ~~four~~ *five* Directors, and the immediate Past President of the St. Louis Chapter unless the current President is serving consecutive terms. Four members of the Executive Committee shall constitute a quorum for the transaction of business. The Executive Committee shall conduct all business of the Chapter which is not in conflict with the Constitution and By-Laws. It shall pass on all questions of membership. The Executive Committee may fill all vacancies of office which occur between annual meetings, but shall not appoint a greater number of directors than were elected by the membership in the immediately prior annual election. Appointments to these vacancies are only for the period until the next annual meeting. The Executive Committee shall be responsible for an annual review of the Chapter's financial records.

Section B. A Legislative and By-Laws Committee shall study State Legislation and Local Regulations affecting Land Surveyors; shall promote legislation which will be beneficial to the public; shall each year review existing By-Laws of the Chapter and recommend revisions when deemed necessary.

Section C. A Membership Committee shall review all applications for membership in the Chapter. The Membership Committee shall invite all Registered Land Surveyors of the St. Louis District and persons with an associative interest in the profession of Land Surveying to become members of the St. Louis Chapter.

Section D. A Publicity Committee shall handle all publicity on land surveying matters through newspapers, radio and television and may publish a newsletter periodically to all members in the St. Louis Chapter. The Publicity Committee shall be responsible for keeping the Chapter Website up to date.

Section E. An Educational Committee shall promote cooperation between schools, colleges and agencies within the St. Louis Chapter Boundaries affected by land surveying.

Section F. Other special committees shall be appointed by the President as they become necessary.

## By-Law 6- ELECTIONS

Section A. Nominating Committee. The president shall appoint a Nominating Committee of at least three members who shall nominate candidates for all elective officers and directors specified in the Constitution. A report of the Nominating Committee shall be made at the annual membership meeting at which time additional nominations for officers and directors may be made from the floor.

Section B. The nominee for any office receiving the greatest number of votes shall be elected to that office.

## By-Law 7 – TENURE OF OFFICE

The President, Vice President, Secretary *Treasurer, Information Officer* and Directors shall serve for one year and may succeed themselves if elected to successive terms.

## By-Law 8 – DUES

Section A. Dues shall be payable on the calendar year basis.

Section B. Dues for the various grades of membership shall be as follows:

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|----------------------|---|
| 1. PLS Member        | <del>\$30.00</del> <i>\$50.00</i> per year  |
| 2. LSIT Member       | <del>\$15.00</del> <i>\$25.00</i> per year  |
| 3. Corporate Member  | <del>\$30.00</del> <i>\$75.00</i> per year ( <i>includes one PLS membership</i> ) |
| 4. Associate Member  | <del>\$15.00</del> <i>Free</i> per year   |
| 5. Sustaining Member | <del>\$15.00</del> <i>Free</i> per year   |
| 6. Honorary Member   | <del>none</del> <i>Free</i> per year  |
| 7. Student Member    | <del>\$10.00</del> <i>Free</i> per year   |

## By-Law 9 – MAINTENANCE OF MEMBERSHIP

Section A. No member whose dues are unpaid will be entitled to vote or hold office.

Section B. Membership dues paid are for the current calendar year. Regardless of the date, dues paid within the current calendar year are for the remainder of the year.

Section C. PLS membership shall terminate on suspension, expiration, or revocation of the license of a Professional Land Surveyor.

Section D. Only Members in good standing with the St. Louis Chapter shall be eligible to receive any PDU credits provided by the St. Louis Chapter.

## By-Law 10 – DISTRICTS

The district boundaries of the St. Louis Chapter shall include but not be limited to the following counties: City of St. Louis, St. Louis, St. Charles, Jefferson, Franklin, Lincoln and Warren

## By-Law 11 - Quorum

The members present at any regular meeting or any regularly called special meeting of the Chapter or all email/website respondents to a motion requiring a vote shall constitute a quorum.

## By-Law 12 – VOTING RIGHTS

Section A. All PLS Members in good standing shall have voting rights.

Section B. Certain LSIT and Associate Members shall have voting rights during any period of actual service on the Executive Committee, or while formally appointed by the President to an active standing committee, pursuant to By-Law 4 Section A.

Section C. For the specific purpose of implementing By-Law 12 Section B, the Executive committee is empowered to rule on any challenge to the voting rights of any LSIT or Associate Member.

#### By-Law 13 – AMENDMENTS

Section A. Amendments to these By-Laws may be proposed by the Executive Committee of the St. Louis Chapter, or by a written or emailed request of not fewer than ten members in good standing.

Section B. Proposed Amendments shall be submitted to the Members, with voting rights, in good standing, by email or letter notification, 30 days prior to voting, and shall require a majority vote by written ballot at a regular or special called meeting of the present voting members.

#### By-Law 14 - MISCELLANEOUS

Roberts Rules of order shall be used as a guide for conducting all meetings of the St. Louis Chapter.

#### By-Law 15 – EFFECTIVE DATE

These by-laws shall become effective when accepted by the Missouri Society of Professional Surveyors board of directors.

Revised 11/11/2023