

**FIRST AMENDED BYLAWS OF THE P. MICHAEL MAHONEY CHAPTER  
OF THE FEDERAL BAR ASSOCIATION**

**THE U.S. DISTRICT COURT FOR THE NORTHERN DISTRICT OF ILLINOIS,  
WESTERN DIVISION**

**(As approved September 2020)**

**ARTICLE I - NAME AND CONSTITUTION**

This organization shall be known as the P. Michael Mahoney Chapter of the Federal Bar Association (hereinafter "Chapter"). The Chapter is chartered by the Federal Bar Association (hereinafter "Association"), accordingly the Chapter shall at all times comply with the requirements of the Association Constitution.

**ARTICLE II - MISSION STATEMENT AND GENERAL OBJECTIVES**

Section 1.     Mission Statement: The mission of the Chapter shall be to advance the science of jurisprudence and to promote the welfare, interests, education, and the professional growth and development of the members of the federal legal profession.

Section 2.     General Objectives: The general objectives of the Chapter, consistent with those of the Association, not listed in any particular order of priority, include:

- (a) to serve as the representative of the federal legal profession in the federal Northern District of Illinois, Western Division;
- (b) to keep members informed of the affairs of the Association and Chapter;
- (c) to encourage member involvement in the Association and Chapter activities and to provide opportunities to assume leadership roles;
- (d) to promote high standards of ethical conduct in the federal legal profession and enhance the administration of justice;
- (e) to promote and enhance the professional growth and competence of the members of the federal legal profession;
- (f) to provide quality educational programs to the federal legal profession and the public;
- (g) to promote professional and social interaction among members of the federal legal profession.

### **ARTICLE III – MEMBERSHIP**

Section 1. Active: Any person who is eligible for and maintains active membership in the Association and who is employed, resides in or practices in the federal Northern District of Illinois, Western Division, or who designates membership in the Chapter to the Association shall be a member in the Chapter.

Section 2. Honorary: Any person eligible for honorary membership as provided for in the Association Constitution who is employed, resides in or practices in the federal Northern District of Illinois, Western Division, may be elected to honorary membership in the Chapter by the Board of Directors of the Chapter. Honorary members shall be exempt from payment of dues and may be exempt from such other fees as the Board of Directors of the Chapter shall determine.

Section 3. Application for Membership: Application for membership in this Chapter shall be made on a form approved by the Association. Each application must be accompanied by the dues and admission fees required by the Constitution and Bylaws of the Association and the Bylaws of the Chapter.

Section 4. Dues: Annual dues owing to the Association will be paid individually to the Association Headquarters by each member upon receipt of a statement.

### **ARTICLE IV - FISCAL YEAR**

The fiscal year of the Chapter shall coincide with the fiscal year as determined by the Association Constitution, which presently commences October 1 and ends September 30 of the following year.

### **ARTICLE V - BOARD OF DIRECTORS**

Section 1. Membership: The Board of Directors of the Chapter shall consist of six (6) Directors to be elected by the membership as hereinafter provided. The President, with the consent of the Board of Directors, may appoint Directors to fill and complete the unexpired terms of Directors

who have died, resigned or been removed. A newly created seat on the Board may be initially filled by election by the Board of Directors of the Chapter.

Section 2. Election and Terms: Directors shall be elected from the membership of the Chapter and shall be nominated and elected as provided in Article VII for the nomination and election of elective officers. All Directors shall serve for a term of three (3) years, except when it is necessary to fill the unexpired term of a Director who has died or resigned or to fill the initial term designated by the Board for a newly created seat. Unless appointed to fill an unexpired term, Directors shall serve from October 1 in the year elected until September 30 three (3) years hence.

Section 3. Duties and Powers: The Board of Directors of the Chapter shall have full power and authority to function as the governing body of the Chapter and to undertake and conduct any and all activities which it considers necessary or expedient in accomplishing the objects of the Chapter.

Section 4. Meetings: The Board of Directors of the Chapter shall meet at the call of the President or any three (3) members of the Board. No business shall be transacted at any meeting of the Board of Directors unless the notice of the time and place of meeting has been given to all Directors.

Section 5. Quorum: Three (3) members of the Board of Directors of the Chapter shall constitute a quorum for the transaction of business at any meeting of the Board of Directors.

Section 6. Removal from Office: Any Director may be removed from office by the Board of Directors of the Chapter for delinquency in attendance, inefficiency, neglect of duty, or for other causes in the manner prescribed in the Association Constitution for the Expulsion of a member.

Section 7. Committees: The Board of Directors may from time to time establish committees. The President shall serve, ex officio, on all such committees. Directors and/or Officers of the Chapter may sit by designation of the President on the Judicial Selection Committee of the Chicago Chapter of the Association in accordance with its Bylaws and the Association Constitution and in such numbers and for such terms as allowed and agreed by and between this Chapter and the Chicago Chapter of the Association. The President may designate no more than three Officers or

Directors to serve on a Judicial Selection Committee of this Chapter for three year terms to have input on the appointment, selection, election and retention of members of the judiciary.

## **ARTICLE VI - OFFICERS**

Section 1.     Elective Officers: Officers shall be elected from and by the membership of the Chapter and are eligible to and may concurrently serve as Directors. Officers of the Chapter shall be as follows: President; First Vice-President; Secretary; Treasurer. Officers shall be elected at and assume the duties of office at the close of the Annual Meeting, and shall hold office for one (1) year or until his or her successor shall be duly elected.

Section 2.     Duties of Officers:

- (a)     Duties of President: The President shall be the Chief Executive Officer of the Chapter. The President shall perform such duties as may be required by the Association Constitution and shall appoint standing or special committees as necessary and appropriate to the Chapter business and the Association committee structure, except as otherwise provided for herein and appoint a delegate to the National Council of the Association.
- (b)     Duties of the First Vice-President: The First Vice-President shall perform the duties of the President in the event of the absence or inability of the President to discharge the duties of that office, shall serve as Parliamentarian at any meeting of the Directors or the membership provided for under these Bylaws, and shall perform such duties as may be required by the President, the Association Constitution and Bylaws of the Chapter.
- (c)     Duties of the Secretary: The Secretary shall furnish notice of election results to the national office of the Association and to an appropriate Circuit Officer of the Association; conduct the general correspondence of the Chapter; give notice of all meetings as may be required; keep a record of the proceedings of the meetings of the Chapter; and perform such other duties as properly pertain to this office or may be

required by the Bylaws of the Chapter.

- (d) Duties of the Treasurer: The Treasurer shall collect and receive all moneys due the Chapter; deposit the same to the credit of the Chapter in a bank designated by the Board of Directors; make disbursements therefrom only as authorized by the President or Board of Directors; keep an itemized record of all moneys received, by whom paid and for what purpose; and shall submit to the Chapter membership at the end of the fiscal year, a report in writing, itemizing the receipts and disbursements for the year. The Treasurer shall keep all books, vouchers and records available for inspection by members of the Board of Directors and shall perform such other duties as properly pertain to the office or as may be required by the Bylaws of this Chapter.

Section 3. Removal from Office: An Officer may be removed from office by the Board of Directors of the Chapter for delinquency in attendance, inefficiency, neglect of duty, or for other causes in the manner described in the Association Constitution for the expulsion of a member.

Section 4. Vacancies in Office: In case of the death, resignation or removal of any Officer, the vacancy may be filled by election by the Board of Directors of the Chapter.

## **ARTICLE VII - NOMINATIONS AND ELECTIONS**

Section 1. Nominations: Nominations for any open director and officer position may be made by any Chapter member in good standing. Notice of upcoming nominations will be made no earlier than 120 days and no later than 91 days before the Annual Meeting. Nominations must be made in writing to the immediate past President no earlier than 90 days and no later than 45 days before the Annual Meeting. A member can be nominated for more than one officer position for an election, but that member must designate only one nominated officer position for which she/he will stand for election.

Section 2. Elections: The initial election of directors and officers will be made by consensus of the current membership. Thereafter, the following procedure will be used. If more than one

candidate is nominated for a position, the election of that position will be made by ballot. Upon receipt of the nominations, the immediate past President will cause a ballot with the names of all candidates alphabetically listed under each respective office to be delivered to each Chapter member. All completed ballots must be returned to the immediate past President no later than seven (7) calendar days before the Annual Meeting. The candidate with the plurality of votes cast will be elected to that position. The results of the election will be announced at the Annual Meeting.

Section 3. Notice of Nominations and Distribution of Ballots: Notice of the nomination period, distribution of ballots and return of ballots may be made by mail or electronically.

### **ARTICLE VIII - MEETING OF MEMBERS OF THE CHAPTER**

Section 1. Regular Meetings: Regular meetings of members of the Chapter shall be held each such day, hour and place as designated by the Board of Directors of the Chapter.

Section 2. Special Meetings: Special meetings of members of the Chapter shall be held as called by the President, subject to the approval of the Board of Directors of the Chapter, or by agreement of no less than seven (7) members of the Chapter at a time and place designated by the calling party. Notice of a special meeting shall include the character of the business to be presented and no other business shall be conducted.

Section 3. Annual Meeting: There shall be an annual meeting of the members of the Chapter held every year in the first week of May. The annual meeting shall be for the transaction of such business as may be recommended by the Board of Directors of the Chapter or as may be required by these Bylaws.

Section 4. Notice of Meeting: Notice of the time, date and place of all meetings shall be delivered in-person, by mail or by electronic means such as facsimile transmission or email by the Secretary to each member of the Chapter in good standing at least five (5) days prior to such meeting, unless the nature of the meeting is such that shorter notice cannot be avoided.

Section 5. Rules of Order: The rules of order shall consist of (in the order stated):

- (a) The Constitution and Bylaws of the Federal Bar Association of this Chapter;
- (b) Standing Resolutions of the membership; and
- (c) ROBERT'S RULES OF ORDER, Revised.

Section 6. Voting: Members shall be entitled to one vote on each matter submitted to a vote of the members. In those matters in which a ballot must be cast, such ballot may be cast by mail or electronic means where voting is not being conducted in-person and is otherwise allowed.

Section 7. Quorum: Seven (7) members in good standing shall constitute a quorum for the transaction of business of the membership of the Chapter under this Article.

#### **ARTICLE IX - AMENDMENT**

These Bylaws may be altered, amended or repealed and new Bylaws adopted upon motion, seconded by any two (2) members, by a two-thirds majority vote of Members of this Chapter at a regular or special meeting if a quorum is present after ten (10) days' notice of the of the proposed amendments or changes to be considered has been given to all members.