

FEDERAL BAR ASSOCIATION
SOUTH CAROLINA CHAPTER BY-LAWS

ARTICLE I. Name and Purposes

Section 1.1 Name and Nature of Organization. The name of this organization is the South Carolina Chapter of the Federal Bar Association (hereinafter, "Chapter"). The Chapter is chartered by the Federal Bar Association (hereinafter, "Association") as approved by the National Council; as such the Chapter shall at all times comply with the requirements of the Association Constitution and Bylaws. The Chapter's geographic area is the State of South Carolina.

Section 1.2 Mission Statement and General Objectives.

(a) 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.

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

(1) to serve as the representative of the Federal legal profession in the Chapter's chartered territory;

(2) to promote the sound administration of justice;

(3) to enhance the professional growth and development of members of the Federal legal profession;

(4) to promote high standards of professional competence and ethical conduct in the Federal legal profession;

(5) to promote the welfare of attorneys and judges employed by the Government of the United States;

(6) to provide meaningful services for the welfare and benefit of the members of the Chapter;

(7) to provide quality educational programs to the Federal legal profession and the public interest;

(8) to keep members informed of developments in their respective fields of interest;

(9) to keep members informed of the affairs of the Association and Chapter, to encourage their involvement in their activities, and to provide members opportunities

to assume leadership roles; and

(10) to promote professional and social interaction among members of the Federal legal profession.

ARTICLE II. Membership and Dues.

Section 2.1. Membership. Any judge, lawyer, or active law student, who is eligible for and maintains active membership in the Association and who is employed, studies, resides in or practices in the State of South Carolina, or who designates membership in this Chapter to the Association shall be a member of the South Carolina Chapter, provided the person pays any applicable Chapter dues.

Section 2.2. Honorary Membership. Any person eligible for honorary membership as provided for in Article IV, Section 23 of the Constitution of the Association who is employed, resides in or practices in South Carolina may be elected to honorary membership in the Association by two-thirds' vote of the Chapter members present at any regularly called meeting and, when applicable under Article IV of the Association's constitution, by vote of the National Council. Honorable members shall be exempt from payment of the admission fees and annual Association and any Chapter dues.

Section 2.3. Application for Membership. Application for membership in this Chapter shall be made on a form approved by the National Council of the Association. Each application must be accomplished by the dues and admission fees required by the Constitution and By-Laws of the Association and the By-Laws of the Chapter.

Section 2.4. Associates. Any person eligible for and maintaining active Associate status in the Association and who is employed, studies, resides in or practices in South Carolina or who designates Associate status in this Chapter to the Association shall be an Associate of this Chapter provided the person pays any applicable Chapter dues.

Section 2.5. Dues. Annual dues owing the Association plus any Chapter dues owing the Chapter will be paid by each individual to the Association Headquarters upon receipt of a statement. The National Treasurer shall remit to the Chapter such dues as are collected for the chapter.

ARTICLE III. Fiscal Year

The fiscal year of the chapter shall commence on October 1 and end on September 30 of the following year.

ARTICLE IV. Board of Directors

Section 4.1. Functions. The Board of Directors shall have full power and authority to do all acts and perform all functions of the Chapter.

Section 4.2. Composition. The Board of Directors shall be composed of the President, President-Elect, Vice President & Membership Chair, Treasurer, Secretary, National Delegate,

Immediate Past President, and at least five Members-at-Large and one Younger Lawyer Member.

Section 4.3. Duties of the Members-at-Large and Younger Lawyer Member. The Members-at-Large and Younger Lawyer Member of the Board of Directors shall, in addition to those duties assigned them by the President, attend all regularly scheduled meetings of the Board of Directors, unless excused by the President.

Section 4.4. Term and Qualifications of Board Members-at-Large. There shall be at least five (5) Members-at-Large on the Board of Directors, each of whom must be a member in good standing of the Association and this Chapter at the time of their nominations for office and during the tenure of their office.

Section 4.5. Term and Qualification on Younger Lawyer Board Member. There shall be one (1) Board member who is a member of the Younger Lawyers Division of the Association. This Board member must be a member in good standing of the Association, its Younger Lawyer Division and this Chapter at the time of his or her nomination for office and during the tenure of his or her office. The term of office for this Board member shall be one year, beginning at the Annual Meeting held in the fall of each year prior to December 1.

Section 4.6. Meeting of the Board of Directors. The Board of Directors shall hold at least four (4) meetings a year.

Section 4.7. Quorum. Six (6) members of the Board of Directors shall constitute a quorum for the transaction of business at any such meeting of the Board of Directors. Action may be taken by the Board of Directors by majority vote of those present and voting after a quorum has been determined.

ARTICLE V. Officers.

Section 5.1. Elected Officers. The current officers and sitting Board members shall nominate the officer candidates each fiscal year and shall present those nominations to the membership of this Chapter for election at the Annual Meeting. The elected officers shall be as follows and in the order named:

1. President
2. President-Elect
3. Vice-President & Membership Chair
4. Treasurer
5. Secretary
6. Immediate Past President
7. National Delegate

Each officer elected shall assume the duties of office on at the Annual Meeting, which shall be held in the fall of each year prior to December 1, and shall hold office for one year, or until a successor shall be duly elected. No member serving in the capacity of President, President-Elect, or Vice President shall be eligible to succeed to that same office. The President-Elect shall, upon the expiration of his or her term of President-Elect, automatically succeed to the office of

President. The President shall, upon the expiration of his or her term of President, automatically succeed to the office of Immediate Past President. The office of National Delegate may be filled by a member who holds another Chapter office, other than President, President-Elect, Secretary, or Treasurer. Whenever the National Delegate is unable to attend National Council Meeting, the President may temporarily appoint an acting National Delegate to fulfill that obligation.

Section 5.2. Executive Committee. The Executive Committee shall consist of the President, President-Elect, Vice-President, Secretary, Treasurer, National Delegate, and the Immediate Past President of the Chapter. The Executive Committee shall meet on the call of the President or any two of its members. A quorum shall consist of any three Executive Committee members. In between meetings of the Board of Directors, the Executive Committee may perform such Chapter business, not requiring a vote of the membership, as shall be in the best interests of the Association and the Chapter; any such action must be reported to the Board of Directors at its next regularly scheduled meeting.

Section 5.3. Duties of Officers.

a. General Duties. The officers of the Chapter shall have the duties specified below in addition to the duties normally incident to their respective offices.

b. President. The President shall be the chief executive officer of this Chapter and shall perform such duties as may be required by the Constitution and By-laws of the Association and these By-laws and shall appoint standing or special committees as necessary and appropriate to the Chapter business and the Association committee structure. •

c. President-Elect. The President-Elect shall perform such duties as are delegated by the President. In the event of the absence or inability to act of the President, the President-Elect shall perform the duties of the President. The President-Elect shall automatically succeed to the office of the President upon the expiration of the incumbent's term.

d. Vice-President & Membership Chair. The Vice-President shall perform the duties of the President in the event of the absence or inability of the President and President-Elect to discharge the duties pertaining to that office and shall perform such duties as may be required by the President. The Vice President shall also serve as the Membership Chair of the Association. The Membership Chair shall be responsible for the execution of the Chapter's Membership Plan and shall keep a current roster of the Chapter's membership.

e. Treasurer. The Treasurer shall:

- (1) collect and receive all monies due to the Chapter;
- (2) maintain Chapter deposits in such bank or banks as may be designated by it;
- (3) make disbursements therefrom only as authorized by two officers of the Chapter or a majority vote of the active members present at any Chapter meeting;

(4) keep the officers and Board informed of the financial standing of each member of this Chapter;

(5) keep an itemized record of all monies received and disbursed by or to whom paid and for what purpose, and shall submit to the Chapter membership when requested and at the end of the fiscal year, a report in writing itemizing the receipts and disbursements for the year;

(6) shall keep all books, vouchers, and records available for audit;

(7) perform the duties of the President in the event of the absence or inability of the President, Vice-President, President-Elect, and Immediate Past President to discharge the duties pertaining to that office; and

(8) shall perform such other duties as properly pertain to the office or as may be required by the President.

f. Secretary. The Secretary shall:

(1) furnish notice of election results to the Association and to the Circuit officers;

(2) conduct the general correspondence of this Chapter and keep Circuit officers informed;

(3) give notice of all meeting as may be required by Article VI hereto, including notice to Circuit officers;

(4) keep a record of the proceedings of the meeting of this Chapter;

(5) act as parliamentarian.

(6) perform such other duties as properly pertain to the office or as may be required by the President.

f. Immediate Past President. The Immediate Past President shall perform the duties of the President in the event of the absence or inability of the President, President-Elect, and Vice President to discharge the duties pertaining to that office and shall perform such duties as may be required by the President.

g. National Delegate. The National Delegate shall represent the Chapter at all National Council meetings and, in the absence of the President, President-Elect, Vice-President, and Immediate Past President, at other bar association meetings.

Section 5.4. Nominations. In advance of the Chapter's Annual Meeting held each fiscal year, the current officers and sitting Board Members shall nominate candidates for the elective office and Board positions. The President shall present the Board's nominations to the membership of the Chapter for election at the Annual Meeting. In addition, any member may

nominate another member for any elective office or Board position through written submission to the President prior to the election at the Annual Meeting.

Section 5.5. Elections. The election of officers and Board members for all elective offices shall be at the Chapter's Annual Meeting or by ballot conducted by mail, email, or such other means of communication as the Board determines to be effective and appropriate. The officers elected shall commence their term of office at the Annual Meeting, held in the fall of each year and shall hold office for one year or until the election of the succeeding officer, whichever is earlier.

Section 5.6. Removal From Office. An officer may be removed from office for delinquency in attendance, inefficiency, neglect of duty, or for other causes only upon three-fourths vote of members voting at a meeting called for such purpose by the Executive Committee.

Section 5.7. Vacancies of Office. In case of death, resignation, or removal of the President, the President-Elect shall succeed to office. In cases of the death, resignation, or removal of any other officer or Board member, the Board of Directors may fill the office by appointment only until the next regularly scheduled general election.

ARTICLE VI. Meetings of General Membership.

Section 6.1. Meetings. There shall be at least one (1) meeting of the Chapter membership each year at such day, hour, and place as the President may designate within South Carolina. Special meetings shall be held as called by the President or a number of members equal to a quorum, as provided by Article III, Section 6, hereof at a time and place designated by the calling party.

Section 6.2. Notice of Meetings. Notice of the time, date, and place of all meetings of the Chapter membership shall be provided by the Secretary to each member in good standing at least five days prior to such meeting, unless the nature of the meeting is such that shorter notice cannot be avoided. If a special meeting, the notice shall specify the nature of the business to be presented and no other business shall be conducted.

Section 6.3. Expulsion. Any member or Associate whose dues are paid for the current fiscal year and who otherwise is in good standing shall be expelled from the Chapter when such member or Associate is expelled from the Association.

Section 6.4. Quorum. Ten percent of the members in good standing shall constitute a quorum for the transaction of the business of this Chapter.

Section 6.5. Rules of Order. The rules of order shall consist of (in the order stated):

- (a) the Constitution and By-Laws of the Association and this Chapter;
- (b) the Standing Resolutions passed by this Chapter's membership; and
- (c) The most current available edition of Robert's Rules of Order, Revised.

ARTICLE VII. Public Position Taken by the Chapter.

The Chapter, in the name of the Association, may issue reports, make public announcements, and publicly advocate positions on issues of concern to the Chapter only with prior approval of the Association's National Council. Without such prior approval, the Chapter may make such a public position but the position statement must include a disclaimer that indicates that the position is that of the Chapter only. In any event, when the Chapter takes such action in its own name and not in that of the Association, the Chapter shall report that action immediately to the Executive Committee of the National Council.

ARTICLE VIII. Amendment.

These By-Laws may be altered, amended or repealed and new By-Laws adopted by two-thirds of the members of this Chapter at a regular meeting if a quorum is present and ten days' prior written notice of the purpose has been given to all members or at a special meeting upon same condition or by a unanimous vote of the Board of Directors.

CERTIFIED as duly adopted on November 7, 2024, in South Carolina.

Junie Lea Nabour Schoen
President

Christa
President

ATTESTED:
Duffe Bayard
President-Elect

Stacy S.
Secretary