

**WASHINGTON STATE CHAPTER
OF
THE FEDERAL BAR ASSOCIATION**

By-Laws

ARTICLE I – Name and Nature of Organization

The name of this organization is the Washington State Chapter Chapter of the Federal Bar Association (hereinafter, "Chapter"). The Chapter is chartered by the Federal Bar Association (hereinafter, "Association") as approved by the Board of Directors; as such the Chapter shall at all times comply with the requirements of the Association's Constitution and By-laws. The Chapter's geographic area is the state of Washington.

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 Chapter's chartered territory.
- b) to promote the sound administration of justice.
- c) to enhance the professional growth and development of members of the Federal legal profession.
- d) to promote high standards of professional competence and ethical conduct in the Federal legal profession.
- e) to promote the welfare of attorneys and judges employed by the Government of the United States.
- f) to provide meaningful services for the welfare and benefit of the members of the Chapter.
- g) to provide quality educational programs to the Federal legal profession and the public.
- h) to keep members informed of developments in their respective fields of interest.
- i) 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.
- j) to promote diversity throughout the legal profession and the Association.
- k) to promote professional and social interaction among members of the Federal legal profession.

ARTICLE III – Membership and Dues

Section 1. Membership. Any person who is eligible for and maintains active membership in the Association and who is employed, resides in or practices in the state of Washington, or who designates membership in this Chapter to the Association shall be a member of the Washington State Chapter, provided the person pays applicable Chapter dues.

Section 2. Honorary Membership. Any person eligible for honorary membership as provided for in Article IV, Section 2 of the Constitution of the Association who is employed, resides in or practices in the state of Washington 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 Association Board of Directors. Honorary members shall be exempt from payment of the admission fees and annual Association and Chapter dues, but shall have full rights and privileges of membership.

Section 3. Dues. Annual dues for the Chapter shall be set for each fiscal year by the Chapter. In the absence of a new decision, the annual dues amount shall be the same as the previous fiscal year.

ARTICLE IV – Fiscal Year

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

ARTICLE V – Officers

Section 1. Officers.

In the year of foundation 2020 until September 30, 2021, there shall be the following officers and in the order named:

1. President
2. President-Elect
3. When individuals are approved by the membership and/or existing officers:
Secretary, Treasurer, National Delegate, Native American Representative, Younger Lawyers Division Representative, and Diversity and Inclusion Representative.

Beginning in October 1, 2021 and thereafter, the officers shall be elected from the membership of this Chapter and shall be as follows and in the order named:

1. President
2. President-Elect
3. Secretary
4. Treasurer
5. Native American Representative
6. Younger Lawyers Division Representative
7. Diversity and Inclusion Representative

8. Immediate Past President

From October 1, 2021 and thereafter, each officer elected shall assume the duties of office on October 1 and shall hold office for one year, or until a successor shall be duly elected. No member serving in the capacity of President or President-Elect shall be eligible to succeed to that same office for more than two consecutive years. The outgoing President shall remain a member of the Executive Committee during the year following the expiration of the term as President.

Section 2. Executive Committee. The Executive Committee shall have voting members consisting of the officers, a nonvoting liaison who is a member of the Chapter and also is a member of Federal Bar Association of the Western District of Washington, and a nonvoting liaison who is a member of the Chapter and also is a member of the Federal Bar Association of the Eastern District of Washington. The Executive Committee shall meet on the call of the President or any two of its members. A quorum shall consist of any five Executive Committee members. 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.

Section 3. Duties of Officers.

(a) **President.** The President shall be the chief executive officer(s) 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, including, but not necessarily limited to a Budget and Finance Committee, Program Committee, Continuing Legal Education Committee, Nominations and Elections Committee, Membership Committee and Publicity and Public Relations Committee. The President shall be a member of the Board of Directors of the Association and shall attend its meetings. The President and the President's designee shall be the Chapter's delegates to the National Meetings.

(b) **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. The President-Elect also shall serve as Chair of the By-Laws Committee.

(c) **Secretary.** The Secretary shall furnish notice of election results to the Association and to the Circuit officers; conduct the general correspondence of this Chapter and keep Circuit officers informed; give notice of all meeting as may be required by Article VI hereto, including notice to Circuit officers; keep a record of the proceedings of the meeting of this Chapter; keep a roster of the membership to which will be added names of the incumbent Circuit officers; act as parliamentarian; and perform such other duties as properly pertain to this office.

(d) **Treasurer.** The Treasurer shall collect and receive all monies due to the Chapter; maintain Chapter deposits in such bank or banks as may be designated by it; 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; keep the Secretary informed of the financial standing of each member of this Chapter; and attend to the Chapter's tax filings.. The Treasurer shall 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. The Treasurer shall keep all books, vouchers and records available for audit and shall perform such other duties as properly pertain to the office.

(e) Native American Representative. The Native American Representative shall represent the interests of the tribes within the state of Washington and serve as a liaison with Association Indian Law Section.

(f) Younger Lawyers Division Representative. The Younger Lawyers Division Representative shall represent the interests of the lawyers within the state of Washington under the age of 40 years.

(g) Diversity and Inclusion Representative. The Diversity and Inclusion Representative shall represent members of traditionally non-dominant cultures.

Section 4. Nominations. The Nominations and Elections Committee shall be appointed by the President and shall nominate at least one candidate for each upcoming vacant office and present such slate of candidates in writing to the general membership at least thirty days in advance of the regular meeting at which the election of officers will occur. Additionally, nomination of candidates for the elective offices of this Chapter may be made by any member at the meeting at which the election will be held under Section 5 of this Article.

Section 5. Elections. The election of officers for all elective offices shall be by secret ballot or by voice vote if there is no objection. The election shall be held during the regular meeting on or about June. The officers elected shall commence their term of office on October 1 of each year and shall hold office for one year ending the following September 30.

Section 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 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, the vacancy will be filled by appointment by the President.

Section 8. Indemnification and Limitation of Liability. Liability of each officer, director, and member of the Executive Committee shall be limited to the extent permitted by law. The Chapter shall indemnify each officer, director, and member of the Executive Committee in any legal action in which such individual becomes involved because of actions in good faith taken in his or her official capacity on behalf of the Chapter to the extent permitted by law.

ARTICLE VI – Meetings

Section 1. Meetings. There shall be at least two meetings of the Chapter membership each year at such day, hour and place as the President may designate within the state of Washington. Special meetings shall be held as called by the President or a number of members equal to a quorum at a time and place designated by the calling party. Meetings may occur in person, telephonically, or virtually at the discretion of the President.

Section 2. Quorum. Seven percent of the members in good standing shall constitute a quorum for the transaction of the business of this Chapter.

Section 3. Notice of Meetings. Notice of the time, date and place of all business meetings shall be mailed or otherwise given 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 4. 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) Standing Resolutions passed by this Chapter's membership; and
- (c) The most current available edition of Robert's Rules of Order, Revised.

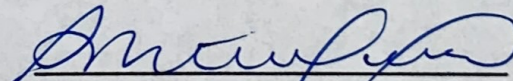
ARTICLE VII – Public Position Taken by the Chapter

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 Board of Directors. 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.

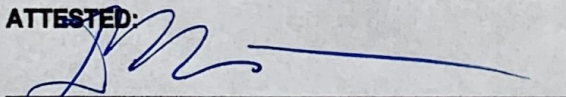
ARTICLE VIII – Amendment

These By-Laws may be altered, amended or repealed, and new or revised By-laws adopted by two-thirds of the members of this Chapter present at a Chapter regular or special meeting if a quorum is present and ten days' prior written notice of the purpose has been sent to all members.

CERTIFIED as duly adopted on this 6 day of November, 2020, by the Washington State Chapter.


Susan D. Pitchford, President

ATTESTED:


Diane M. Butler, President Elect