

**BY-LAWS OF THE
Structural Engineers Association of Illinois**

Amended: June 1976, June 1985, June 1987, June 1988,
June 1992, June 2010, June 2014, June 2015

**ARTICLE I
LOCATION and OBJECT**

- SECTION 1. The name of this association shall be STRUCTURAL ENGINEERS ASSOCIATION OF ILLINOIS. The office of the association shall be located in the State of Illinois.
- SECTION 2. This Association is established for the following purposes:
- a. To uphold and preserve the Illinois Structural Engineering Act and by mutual cooperation, make the act effective in carrying out its purpose, to safeguard the lives and property of the public.
 - b. To advance the art and science of Structural Engineering.
 - c. To encourage the pursuit of excellence in engineering work, and give recognition to special achievement by our fellows.
 - d. To foster the idea that engineering services must be performed on the basis of mature practical and technical judgment, independent of commercial interest, and to assist the public in obtaining dependable structural engineering services.
 - e. To encourage engineering education.
 - f. To maintain the honor and dignity of the profession.
 - g. To enlighten the public regarding the responsibilities of the Structural Engineer.
 - h. To advance proper legislation and to oppose improper legislation affecting Structural Engineering practice.
 - i. To cooperate with other professional organizations in instances where the several groups should speak or act in matters of legislation, education, public affairs, national defense and other matters.
 - j. To cultivate social contacts within its membership by closer association and better mutual understanding.
 - k. To afford the public a reasonable assurance of the ability and integrity of its membership by requiring that those admitted shall have established and shall maintain a high professional reputation.
 - l. To establish the principle of equitable compensation for engineering services.
 - m. To secure uniformity of action upon the general principles herein set forth, and upon such policies as may be decided upon from time to time for the good of the profession and the public.

SECTION 3. The fiscal year of this Association will start July 1st.

ARTICLE II
MEMBERSHIP

SECTION 1. Membership in the Association may be held by individuals only, and shall consist of the following grades: MEMBER, ASSOCIATE MEMBER, AFFILIATE MEMBER, STUDENT MEMBER, LIFE MEMBER, FELLOW MEMBER and HONORARY MEMBER.

A member shall be a person of good character and reputation.

SECTION 2. A MEMBER in the Association shall:

- a. Possess an active license as a Structural Engineer in the State of Illinois; or
- b. In the unanimous opinion of the Board of Directors, be a person who has attained such eminence in the field of structural engineering as to qualify him or her for the grade member.

SECTION 3. An ASSOCIATE MEMBER at the time of admission to the Association shall have been regularly engaged for at least 4 years in structural or related engineering. Graduation in structural or architectural engineering from an accredited college or university may be considered by the Board of Directors as equivalent of those 4 years.

SECTION 4. An AFFILIATE MEMBER shall, in the opinion of the Board of Directors, be qualified by reason of position to cooperate with Structural Engineers in the advancement of their professional knowledge, practice and welfare.

An AFFILIATE MEMBER's connection with the Association shall cease when that Member no longer holds a position qualifying for membership.

SECTION 5. A STUDENT MEMBER at the time of admission to the Association, and while holding this grade, shall be a Junior, Senior or Graduate Student interested in structural or related engineering who is a full-time student in an accredited engineering or architecture school or college.

SECTION 6. A LIFE MEMBER shall have been a member in good standing of this Association for a minimum of 10 years; shall, in the opinion of the Board of Directors, have retired from actively practicing engineering; shall have made written request to the Board of Directors for such membership classification; and shall have been awarded such membership classification by the Board.

SECTION 7. A FELLOW membership may be awarded by the Board of Directors to a person who meets the following qualifications:

- a. A person of acknowledged eminence in some branch of engineering or the science related thereto, or
- b. A person who has been active in the profession of Structural Engineering for 25 years or more and who, in the opinion of the Board of Directors, has contributed outstanding service to the profession of Structural Engineering and the Association. A member receiving such honorary title shall retain the class of membership previously held, together with its privileges, plus the designation "FELLOW."

SECTION 8. An HONORARY membership may be awarded by the Board of Directors to an Individual not directly affiliated with the profession of Structural Engineering but who has provided distinguished service to the Association. The term length of the HONORARY membership is to be determined by the Board of Directors.

SECTION 9. Transfer from STUDENT MEMBER to ASSOCIATE MEMBER, or from ASSOCIATE MEMBER or AFFILIATE MEMBER to MEMBER shall be automatic when the requirements for the higher grade of membership have been attained. The annual fees for the higher grade membership shall apply for the year following the year during which qualifications for the higher grade was attained.

SECTION 10. The term "CORPORATE MEMBER" as used throughout these By-Laws shall mean MEMBERS and ASSOCIATE MEMBERS.

SECTION 11. Any person desiring membership in the Association shall make Application upon a form provided by the Association. The application shall be duly elected by a majority vote of the Board of Directors. A rejected applicant may renew his application for membership at any time after the expiration of one year from the date of the ballot rejecting his previous application.

ARTICLE III

RESIGNATIONS AND EXPULSIONS

SECTION 1. A Member of this Association may resign his membership by written communication to the Secretary, who shall present the same to the Board of Directors when, if all his dues and assessments have been paid for the current year, his resignation shall be accepted.

SECTION 2. The Board of Directors shall consider proceedings toward the expulsion of any member:

- a. Disciplined by the State of Illinois for a violation of any portion of the Illinois Structural Engineering Act.
- b. Upon information coming to its notice, derogatory to the engineering profession.

- c. Upon the written request of five or more Corporate Members that a person belonging to the Association be expelled for cause set forth.

The Board of Directors shall consider each case, and if the circumstances appear to warrant further action, it shall advise the accused of the charges against him who may, if he so desires, present a defense either in person or writing, which shall be considered for final action at a meeting of the Board of Directors of which the accused shall receive due notice.

No member shall be expelled except by an affirmative vote of two-thirds of the entire Board of Directors.

Should a member be expelled from this Association, he shall not again be entitled to membership, unless the Board of Directors decides that extenuating circumstances and/or subsequent record may favor an applicant for readmission.

- SECTION 3. The Membership Committee may review the rolls of the Illinois Department of Financial and Professional Regulation to determine whether any current members of SEAOI have allowed their license to lapse or whether the Department has taken any disciplinary action against a current member or members. In all such cases, upon report of the Membership Committee, the SEAOI will notify the members concerned of the relevant facts. Whenever the members so notified take no action, and so notify the office of SEAOI in writing, then the Board of Directors of SEAOI, acting on the recommendation of the Membership Committee, will notify the members concerned in writing of an alteration in their membership status.

ARTICLE IV

DUES

- SECTION 1. The annual dues for this Association shall be set by the Board of Directors for all classes of membership, and shall be paid in advance by all members in accordance with a schedule approved by the Board. The Board of Directors may increase or decrease the annual dues by not more than 10% in any one year. Increases or decreases in excess of 10% must be approved by an affirmative vote of not less than two-thirds of the Members voting by letter ballot in which balloting a majority of the eligible Members vote thereon.

Dues for ASSOCIATE MEMBERS shall be in accordance with the following schedule:

Number of years after receipt of Baccalaureate Degree	<u>Dues for ASSOCIATE MEMBERS</u>
One to Seven	50% of the dues for MEMBERS
Eight or more	100% of the dues for MEMBERS

LIFE MEMBERS shall pay no dues. HONORARY MEMBERS shall pay no dues for the length of their membership term. fellow members shall pay 100% of annual dues for MEMBERS.

- SECTION 2. The Board of Directors at its discretion may remit part or all of the dues of any member or extend the time of payment of same.
- SECTION 3. Any additional moneys required to carry on the activities of this Association shall be raised through assessments. Any assessments levied by the Board of Directors shall be referred to the Members by a letter ballot. If two-thirds of those voting, vote favorably provided at least 50% of the Members vote, the assessment shall be declared carried. Any assessment or remittance of dues shall be prorated.
- SECTION 4. The President shall submit a budget to the Board of Directors on or before July 15 of each calendar year, and the budget as approved by the Board shall be published and transmitted to the membership by September 15.
- SECTION 5. At the end of the budget year a treasurer's report corresponding in form to the approved budget shall be published and transmitted to the membership before September 15.

ARTICLE V **ORGANIZATION**

- SECTION 1. The officers of this Association shall be a President, a President-Elect, a Secretary and a Treasurer. The President and President-Elect must be MEMBERS. The Secretary and Treasurer may be either MEMBERS or ASSOCIATE MEMBERS.
- SECTION 2. The Board of Directors shall consist of the President, the President-Elect, the Secretary, the Treasurer, nine (9) elected Directors and the three most recent living Past Presidents who continue to be Members of the Association.
- SECTION 3. The term of all officers (President, President-Elect, Secretary, Treasurer) shall be one year. Each year, a Secretary will be elected and that person shall automatically become Treasurer in his or her second year as an officer.
- SECTION 4. The President-Elect shall succeed to the office of President, and the terms of the other officers shall begin at the close of the annual meeting.

- SECTION 5. The term of office for Directors shall be three (3) years. Three (3) Directors shall be elected each year.
- SECTION 6. All elected officers and Directors shall be ineligible to succeed themselves.
- SECTION 7. The election of Officers and Directors shall be done as set forth in Article XI.
- SECTION 8. Any officer or Director of this Association who is absent for three consecutive Board meetings without cause shall be deemed to have submitted his or her resignation.
- SECTION 9. A vacancy in any office, officer or director, shall be filled by the Board of Directors, and the officer so appointed shall hold office for the unexpired term, or until a successor is duly elected, except where succession is otherwise provided by these By-Laws.

ARTICLE VI
AMENDMENTS

- SECTION 1. The By-Laws may be repealed or amended by two-thirds majority of the corporate member vote cast.
- SECTION 2. By-Laws changes shall be initiated by petition signed by at least ten corporate members or by action of the Board of Directors.
- SECTION 3. Proposed By-Laws Changes in writing shall be sent to all MEMBERS at least fifteen days before voting takes place.
- SECTION 4. Voting on changes to the By-Laws shall be by secret letter ballot.

ARTICLE VII
VOTING

- SECTION 1. Only corporate members who have paid all dues and assessments shall be entitled to vote.

ARTICLE VIII
MEETINGS

- SECTION 1. Regular meetings shall be held at times and places hereafter determined by the Board of Directors. Special meetings may be held either at the call of the president or the Board of Directors. An annual meeting shall be held during June.
- SECTION 2. Officers and Board of Directors of the Association shall be installed at the regular annual meeting.
- SECTION 3. Twenty percent (20%) of the corporate members shall constitute a quorum at any meeting of the Association.

Eight (8) members of the Board of Directors shall constitute a quorum of the Board, and a majority shall constitute a quorum of all committees.

A majority of the members present at any meeting of the Association, of the Board of Directors or of any committee shall be sufficient to take any action except as otherwise provided.

In the event the Board of Directors takes action contrary to the wishes of members of the Association, an affirmative vote of two-thirds of all corporate members present at a subsequent meeting of the Association, but no fewer than 20 percent (20%) of the total corporate members of the Association, shall be required to overrule the action of the Board.

SECTION 4. Business proceedings at all General and Board of Directors meetings shall be governed by “ROBERTS RULES OF ORDER” (1893 Edition With Modern Guide and Commentary.)

ARTICLE IX **EXECUTIVE COMMITTEE**

SECTION 1. The Association By-Laws hereby provide for an Executive Committee consisting of the President, the President-Elect, the Immediate Past President, the Secretary and the Treasurer.

SECTION 2. The Executive Committee may act, when immediate action is necessary, for the Board of Directors between regular Board meetings; and it will report, at the next regular Board meeting, any such actions that it has taken. The Executive Committee may also recommend Board action on matters it may choose.

ARTICLE X **POWERS AND DUTIES OF OFFICERS & BOARD OF DIRECTORS**

SECTION 1. The powers of the Association shall be exercised, its property controlled and its affairs conducted by the Board of Directors, except as limited by these By-Laws.

SECTION 2. The President shall be the chief governing officer and shall preside at all meetings of the Association and of the Board of Directors. The President shall appoint all committees and be an ex-officio member of all committees.

SECTION 3. The President-Elect shall fulfill the duties of the President in the absence of the latter. In the event of the President's death or resignation, the President-Elect shall succeed the president until the next annual meeting.

SECTION 4. The Secretary shall keep an accurate record of all meetings of the Association and the Board of Directors. A copy of such minutes shall be preserved in the Association office. The Secretary shall preserve the membership lists and have charge of communications to members.

SECTION 5. The Treasurer shall be the custodian of all funds and financial records of the Association and shall make disbursements when authorized by the Board of Directors.

ARTICLE XI

NOMINATION AND ELECTION OF OFFICERS AND DIRECTORS

SECTION 1. The Nominating Committee shall be appointed by the President and shall consist of the President, the three Past President members of the Board of Directors and three additional Corporate Members. The chairman shall not be an officer of the Association, but shall be a Corporate Member.

SECTION 2. The Nominating Committee shall be appointed not later than February. It shall publish the nominations to the membership before April 10. Additional nominations may be submitted in writing signed by 10 corporate members before April 15.

SECTION 3. Before May 10 all corporate members shall be sent a ballot listing the nominees for the various offices. The marked ballot shall be returned to the Association Office before noon of the day one week prior to the regular meeting in June. The results shall be announced at the June meeting, and the elected officers and Directors shall take office at the close of the annual meeting, or July 1, whichever occurs first.

SECTION 4. A majority of the votes cast shall be necessary for the election of officers and directors.

SECTION 5. In the event of a tie between two or more candidates for the same office, the Board of Directors shall immediately cast a secret ballot to select one of the candidates.

ARTICLE XII

CANDIDATES-ELECT

SECTION 1. In the event a candidate receiving a majority of the votes is unable to take office, the Nominating Committee shall nominate, within thirty (30) days, one or more active corporate members to fill said vacancy. An election to fill such vacancy shall then be held conforming with the general procedure as outlined in Article XI.

ARTICLE XIII
COMMITTEES

- SECTION 1. The standing committees of this Association shall be:
- a. Awards Banquet
The primary duty of the Awards Banquet Committee is to plan the annual banquet. This includes setting the date, finding and reserving a venue and preparing announcements and mailings about the event.
 - b. Young Engineers
The Young Engineers Committee encourages young engineers to join the association as an associate member. This committee arranges separate activities intended specifically for younger structural engineers to encourage networking among this group.
 - c. Awards
The Award Committee prepares, publicizes and distributes information encouraging firms to submit projects for the Association's annual engineering excellence awards. Work of this committee includes arranging impartial judges, and establishing new awards as the situation requires.
 - d. Membership
The Membership Committee encourages those in the practice of structural engineering and allied professions to become members of the association. In addition, it maintains a current membership roster and publishes the membership directory on a biennial basis.
 - e. Nominating
The Nominating Committee solicits and recommends an annual list of potential nominees to fill vacancies on the Board of Directors.
 - f. Dinner Meetings
The Dinner Meetings Committee plans programs for monthly dinner meetings on topics of interest to the membership. Topics are intended to advance the professional knowledge of the membership and guests.
 - g. Public Relations
The Public Relations Committee serves as a liaison between the SEAIO and the public. The intent of this committee is to encourage participation in activities that make structural engineering more visible and appreciated by the public.
 - h. Technical Course
The Technical Course Committee plans continuing education seminars and courses offered by SEAIO. The committee is

responsible for identifying topics, locating venues and securing instructors for SEAIO sponsored technical courses.

i. Bulletin

The Bulletin Committee collects appropriate news and material for inclusion in the *Bulletin* (the official publication of SEAIO). This includes editing, printing, and distributing the publication to members and other interested parties.

SECTION 2. The President may appoint ad-hoc committees at his discretion. Additional Standing Committees may be created or existing committees eliminated by the Board of Directors.

SECTION 3. The membership and number serving on committees shall be at the discretion of the President.

SECTION 4. Each standing committee shall submit a written annual report of its activities for publication in the *Bulletin*.

ARTICLE XIV STUDENT CHAPTERS

SECTION 1. Student Chapters may be organized by Student Members of SEAIO on any accredited college or university campus within Illinois, where there is sufficient interest to warrant such a chapter, and such a chapter is approved by the Board of Directors.

Student Chapters may organize activities consistent with the aims of SEAIO, including technical programs and social events.

SECTION 2. The internal organization of the chapters shall be determined by the chapter members and shall be subject to approval by the Board of Directors.

SECTION 3. The relationship of the Student Chapters to SEAIO shall consist of the following:

a. All members of the Student Chapter shall be a STUDENT or other grade members of SEAIO and shall have all the usual privileges of those grades.

b. Students may be STUDENT MEMBERS of SEAIO without belonging to a Student Chapter.

c. The Associate Members Forum (AMF) will be the primary liaison and administrative body for the Student Chapters.

d. SEAIO will appoint a Faculty Advisor for each Chapter, who should preferably be a MEMBER or ASSOCIATE MEMBER of SEAIO. The Faculty Advisor shall act as liaison between the Student Chapter and the Association.

- e. SEAOI will provide support for Student Chapter activities in the form of speakers, tours, publications, etc., in-so-far-as possible, as requested by the Chapters and approved by the Board.
- f. Student Chapters shall submit a written report to the AMF Chairman at the end of each academic year. The report shall summarize the activities of the Chapter during the year.

SECTION 4. Student Chapters shall be financially self sustaining and may impose dues consistent with the financial needs of the Chapter. Such dues shall be in addition to those charged by SEAOI for STUDENT MEMBERS.

ARTICLE XV LOCAL ORGANIZATIONS

SECTION 1. Local or regional chapters may be organized in any geographic area where there is sufficient interest to warrant such an organization, and such a local organization is approved by the SEAOI Board of Directors.

The geographic area served by the local organization shall be defined by the local organization.

The actions of local organizations shall be consistent with the aims of SEAOI.

Local organizations may arrange activities, including technical programs and social events.

SECTION 2. The internal structure of the local organization shall be determined by the local organization members, and shall be approved by the SEAOI Board of Directors.

The officers of the local organization shall be Corporate Members of SEAOI.

SECTION 3. The relationship between the local organizations and SEAOI shall consist of the following:

- a. Members of the local organization shall hold membership in SEAOI, and shall have all the usual privileges of their member grade.
- b. SEAOI will provide support for the local organization activities including speakers, publications, etc. as requested by the local organization and approved by the SEAOI Board of Directors.
- c. The local organization shall submit a written report to the SEAOI Board of Directors by June 30. The report shall summarize the activities of the local organization during the preceding year.

SECTION 4. Local organizations shall be financially self sustaining, and may impose dues consistent with the financial needs of the local organization. Such dues shall be in addition to those for membership in SEAOI.