

SULLIVAN COUNTY BAR ASSOCIATION BY-LAWS

PRESIDING OFFICER

At all meetings of the Association the President, or in his absence the Vice President, or in the absence of both, the senior member of the Board of Directors, who is present, shall preside. The presiding officer shall make all necessary appropriations in amounts less than Fifty (\$50.00) Dollars.

The President shall prepare and send a newsletter to members with a frequency of at least every other month (excluding July and August). The Secretary shall send notification of meetings when requested to do so by President.

II

ORDER OF BUSINESS

The order of business at the annual meeting of the Association shall be as follows:

1. Reading of minutes of preceding meetings.
2. Report of the Treasurer.
3. Reports of standing committees.
4. Reports of special committees.
5. Unfinished business.
6. Election of officers.
7. New business.
8. Adjournment.

This order of business may be changed by a vote of a majority of the members present.

The usual parliamentary rules shall govern all meetings, except when otherwise provided by the Constitution or By-Laws.

III

VICE PRESIDENT

The Vice President shall preside and act in the absence or unavailability of the President and shall also arrange for the programs for each meeting during his or her tenure.

IV

SECRETARY

The Secretary shall keep a record of the proceedings of all meetings of the Association and of the Board of Directors, and of all matters of which a record shall be ordered by the Association.

The Secretary shall notify the officers and members of their election or appointment, and shall issue notices of all meetings, and in case of special meetings shall state in the notice of the object of the call.

The Secretary shall be the keeper of the seal of the Associations, and shall conduct the correspondence, with the concurrence of the President.

V

TREASURER

The Treasurer shall keep at all times a complete roll of the members, and shall notify new members of their election. The Treasurer shall collect, and, under the direction of the Board of Directors, disburse all funds of the Association. At the annual meeting he or she shall make a full report of the receipts and disbursements of the past year, with classified and all outstanding obligations of the Association, and provide an estimate of the resources and probable expenses for the coming year.

The Treasurer's accounts shall be audited by the Board of Directors.

VI

BOARD OF DIRECTORS

The Board of Directors shall meet monthly and at such times as provided in the Constitution.

VII

ELECTION OF MEMBERS

Candidates for membership must be proposed by a member of the Association at a regular meeting. Said proposal for membership shall introduce the candidate to the Associations, advising of his prior admission to the Bar, his formal education and legal background.

A vote upon the applicant shall be taken by the Association subsequent to the proposition. In the event any person is denied membership, said individual shall be precluded from making application for a period of six months thereafter.

If a person elected does not within one month after notice pay the dues for the current year, he shall be deemed to have declined membership.

VIII

JUDICIARY COMMITTEE

Section 1. The Judiciary Committee shall be charged with the duty of observing the practical working of our judicial system, or entertaining and examine projects for change or reform in the system, and recommending to the Association such action as it may deem expedient.

Section 2. This Committee shall consider the fitness of candidates nominated for election or appointment to judicial office. It shall promulgate rules and regulations in connection therewith and present same to the Board of Directors for said Board's approval and shall not take effect until so approved.

Prior to any election for judicial office, the Committee shall distribute a questionnaire to all of the members of the Association, on such forms as may be adopted by the Committee membership, requesting the Association's opinion as to the qualification of each of the candidates. Said questionnaire should indicate that the member's determination shall be based on his opinion as to whether the candidate is qualified or not:

1. In personal character, as to morality, integrity, temperament, and reputation, and
2. In professional character, as to sense of fairness and justice, objectivity, learning, and length and nature of experience, and professional ethics.

Prior to distribution of the questionnaire, notice thereof shall be given to each of the candidates of the particular office.

The committee shall receive the questionnaire and tabulate the results of its inquiry. The Committee shall report to the President of the Association the results of its poll.

The review of the qualifications for judicial positions, elective or appointive, shall apply only to Federal, State, Supreme, County, Family, and Surrogate's Court and shall not apply to Justice Courts. If a District Court System is implemented in Sullivan County, the Committee shall also review the qualifications of candidates for that Court.

IX

GRIEVANCE COMMITTEE

Section 1. It shall be the function of the Grievance Committee to investigate professional misconduct, and it shall have the responsibility of processing complaints against members of the Association of misconduct in the profession or otherwise, and of investigating on its own motion

any matters of professional conduct warranting investigation, all in accordance with the rules of the Appellate Division, Third Department, including Section 806 thereof and any amendments or modifications of same.

Section 2. The Committee may entertain minor complaints concerning due delay in rendering professional services, fee disputes, inadequate representation, or other similar matters and shall promptly refer or forward all other complaints to the Chief Attorney, as established by the appellate Division, Third Department.

The committee's investigation shall be completed and final action taken within sixty (60) days after receipt of a complaint and, within fifteen (15) days after the end of each calendar quarter, the Grievance Committee Chairman shall send to the Chief Attorney a quarterly report in a form approved by the Committee on Professional Standards, all in accordance with Section 806.6 of the rules of the Appellate Division, Third Department and any amendments or modification thereof.

X

LEGISLATIVE COMMITTEE

Section 1. The Legislative Committee shall be charged with the duty of watching all proposed changes as it sees fit. The Committee shall bring to the attention of the Association proposed legislative amendments which, in its judgment, ought to be considered by the Association membership.

XI

COMMITTEE ON UNLAWFUL PRACTICE OF LAW

Section 1. It shall be the duty of the committee on Unlawful Practice of Law to investigate and consider methods of preventing the unlawful practice of the law, and upon the approval of the Board of Directors, may take such action in the Courts or before public officers as it may deem advisable.

XII

PUBLIC RELATIONS AND INFORMATION COMMITTEE

Section 1. It shall be the duty of the Public Relations Committee to publicize, through the various news media, the activities of the Association, to arrange for suitable observance of Law Day, U.S.A., and other like occasions, annually, and to do all things necessary or advisable to promote good public relations generally.

XIII

NOMINATING COMMITTEE

Section 1. The Nominating Committee shall inquire, investigate and nominate candidates for various offices at the ensuing annual meeting and shall announce its nominations at the May meeting annually.

Section 2. Additional nominations may be made from the floor at the annual meeting.

XIV

LEGAL EDUCATION COMMITTEE

Section 1. It shall be the duty of the Legal Education Committee to make all arrangements for the engagement of lectures and meeting either on behalf of the Association individually or in conduction with the members of other Bar Associations of the State of New York for the instruction of members of the Association concerning all aspects of law or the legal profession as are deemed by members of the Committee to be currently a source of interest to the membership. It shall also be the committee's duty to assist the membership in meeting the requirements of mandatory continuing legal education.

Section 2. It shall be further the duty of this Committee to coordinate any programs at Sullivan County Community College pertaining to legal or paralegal courses, instituted by that institution, or upon request of any other high school or college to advise said schools or colleges in regards to any legal or paralegal programs.

XV

INSURANCE COMMITTEE

The Insurance Committee shall study, investigate, report and advise on insurance plans available to members of the Association including without limitation health, life, professional liability, and disability insurance. Said committee shall also keep the Association advised with regard to any development in the insurance field which affect members of the Association.

XVI

INDEMNIFICATIONS OF OFFICERS

To the extent permitted by law, the officers and directors of the Bar Association when acting as such, shall be defended, indemnified and held harmless against all cost, damage and expenses actually and personally incurred by or imposed upon them in connection with the defense of any action, suit or proceeding, or any other matter having to do with their acts or conduct in such capacity.

XVII

AMENDMENTS

These By-Laws may be amended at any regular meeting, or at any special meeting called for that purpose, but only by a two-thirds vote of those present, and provided that a ten day notice in writing of the proposed amendment shall have been given to the Board of Directors, and also that notice of the same shall have been given by the Secretary in the notice of the meeting.