

**INTERNATIONAL CHINESE TRANSPORTATION PROFESSIONALS**  
**ASSOCIATION**

**CONSTITUTION**  
**(Revised)**

**ARTICLE I - Name, Address and Purpose**

- Sec.1 The name of this organization shall be the International Chinese Transportation Professionals' Association (ICTPA), designated hereinafter as the Association.
- Sec.2 The address of the Association shall be that of its current President unless otherwise designated by the Board of Directors.
- Sec.3 The Association is a non-profit and non-political organization formulated by individual transportation professionals of fellow Chinese in North America. The purpose of the Association is to promote the professional development of its members by fostering fellowship and cooperation among its members and by maintaining a central point of reference, deliberation, and technical information exchange.

**ARTICLE II - Membership**

- Sec.1 The membership of the Association shall consist of individual members. The individual members shall consist of Members, Student Members, and Honorary Members.
- Sec.2 Members, Student Members, and Honorary Members shall be equally entitled to all privileges of the Association excepting that only Members shall be eligible to hold offices and vote on Association matters. Any person elected an Honorary Member, who at the time of election was a voting member, may retain the privilege to vote on Association matters.
- Sec.3 A Member shall be a person who is presently engaging or has been engaged in transportation related work and has paid the annual dues of the Association.
- Sec.4 A Student Member shall be a person who is currently enrolled as a student in a undergraduate or graduate school of recognized standing pursuing in the field of transportation related and has expressed that he or she is interested in becoming a Student Member of the Association.
- Sec.5 An Honorary Member shall be a person who has made a significant contribution to the transportation profession and/or to the Association, nominated by the Board of Directors and elected by a two-third-majority vote by Members presented at the Annual Meeting.

**ARTICLE III - Membership Dues**

- Sec.1 Annual membership dues identified on a calendar year basis, and portions to be retained by local chapters shall be established by the Board of Directors. The

established membership dues may be different for different local Chapters and for Corporate Members subjected to the Board of Directors' approval.

Sec.2 All Student Members and Honorary Members shall have their annual dues automatically waived.

#### **ARTICLE IV - Board of Directors and Officers**

Sec.1 The Board of Directors shall consist of the following members:

- a. Current Chapter President, except for Chapter At-Large.
- b. A representative elected from each local Chapter, except for Chapter At-large.
- c. Two representatives elected by Chapter At-Large for a two-year term with mail ballot.
- d. Immediate past President of the Association.

Sec.2 The Officers of the Association shall consist of a President, a 1<sup>st</sup> Vice President, and possible a 2<sup>nd</sup> Vice President, if applicable and the Directors. The President and Vice President(s) shall be elected by the Directors among themselves. This election shall be conducted during the period from January 1<sup>st</sup> to June 30<sup>th</sup> every year at the annual meeting. The newly elected Officers shall start their terms immediately following the election.

The role and responsibilities of the Vice President(s) is/are as follows:

*1st Vice President – Responsible for the following committees if applicable:*

- Fund Raising Committee
- External Affairs/Public Relation Committee
- Membership Committee

*2nd Vice President – Responsible for the following committees if applicable:*

- Annual Meeting Committee
- Election Committee

Sec.3 The President and Vice President may not hold the same position for a maximum of two consecutive terms (i.e. two years without any breaks).

Sec.4 In the event of a vacancy occurring in the office of Presidency, the unexpired term shall be filled by the 1<sup>st</sup> Vice President. In the event of a vacancy occurring in the office of the 1<sup>st</sup> Vice President, the unexpired term shall be filled by the 2<sup>nd</sup> Vice President, if applicable. In the event of a vacancy occurring in the office of the 2<sup>nd</sup> Vice President, the Board of Directors shall elect such a replacement among the Directors within 60 days. In the event of a vacancy occurring in the office of a Director, the Board of Directors shall call a special election or work with the affected Chapters within 60 days to elect a successor to fill the unexpected term.

Sec.5 All major decisions of the Board shall be conducted by the means of a mail ballot. The Board shall discuss and define what are major decisions in Board meetings and record such in the meeting minutes.

Sec.6 The Board shall appoint an Executive Director who shall be a member of the Association to carry out such duties, powers and responsibilities as the Board may

prescribe. The Executive Director shall be responsible to the board of Directors. The Executive Director serves as the secretary of the Board, shall attend all meetings of the Association and the Board of Directors. The terms of the Executive Director shall be one from July 1<sup>st</sup> to June 30<sup>th</sup> of the next year. The Board shall appoint the Executive Director immediately after the election of the new President and Vice President.

Under the oversight of the Board of Directors, the Executive Director is responsible for the daily operation of the Association. The Executive Director shall make an annual report of the Association including financial report to the Board of Directors.

## **ARTICLE V - Government**

- Sec.1 The government of the Association shall be vested in the Members. The membership shall establish policies for the operation of the Association in conformity with the provisions of this constitution.
- Sec.2 The Board of Directors shall function for all the memberships and shall be responsible to the memberships.
- Sec.3 The President, assisted by the Executive Director, shall prepare and present a budget proposal to, and obtain the approval from the Board of Directors during the first month of each term.

## **ARTICLE VI - Meetings**

- Sec.1 The Association shall hold an Annual Meeting and may convene additional meetings, conferences and seminars as the Board of Directors deem necessary. The President shall conduct all meetings.
- Sec.2 A report of the financial condition of the Association and reports of principal officers and committees shall be presented at the Annual Meeting.
- Sec.3 The Board of Directors shall determine the dates and locations of the Annual Meeting. However, the dates of an Annual Meeting shall be held between January 1<sup>st</sup> and June 30<sup>th</sup> of each year.
- Sec.4 All meetings shall be conducted in Chinese and/or English only.

## **ARTICLE VII - Local Chapters**

- Sec.1 The Association currently has the following local Chapters by a general definition of geographic coverage:
  - a. Northern California Chapter
  - b. Southern California Chapter
  - c. Washington D.C. Chapter
  - d. Northeastern U.S. Chapter
  - e. Texas Chapter

- f. Florida Chapter
  - g. Hong Kong Chapter
  - h. Chapter At-Large (covers areas outside of the previous mentioned Chapters)
- Sec.2 Except for the Chapter At-Large the conduct of which shall be governed by the Constitution of the Association and operate at the headquarters of the Association, the conduct and operation of local Chapters shall be jointly governed by the Constitution of the Association and existing Chapter By-Laws or Chapter Constitutions. The Board of Directors shall resolve any conflict between Constitution of the Association and Chapter By-Laws or Chapter Constitutions.
- Sec.3 A new local chapter can be formulated when the Board of Directors approves a petition, signed by no less than twenty members, to formulate such a chapter with an attached Chapter By-Laws or Constitution, and an initial list of chapter officers. The Board of Directors' decision should be rendered within sixty days after the petition is received.
- Sec.4 Local Chapters may admit members who do not wish to be a member of ICTPA. Individual local chapters shall establish the local membership criteria and these local members shall not receive full ICTPA membership privileges.

#### **ARTICLE VIII - Committees**

- Sec.1 The Association shall establish Election, Technology Transfer and other standings or technical committees to carry out functions and activities approved by the Board of Directors.
- Sec.2 The Election Committee shall be responsible for election of members of the Board of Directors from all Members and Chapter-at-Large.
- Sec.3 The Technology Transfer Committee shall be responsible for selection of members for participating conferences, seminars or workshops.
- Sec.4 Chair nominated by the President and approved by the Board of Directors shall head each committee.
- Sec.5 Each committee shall consist of members appointed by the President in conjunction with the committee Chair.
- Sec.6 The committees shall be responsible to the Board of Directors.
- Sec.7 The terms of a committee shall end with the same term of the appointing President. The succeeding President may reappoint such a committee, without any intermission.
- Sec.8 The new President shall submit a list of committees with proposed members during the first month of each term.

#### **ARTICLE IX - Elections**

- Sec.1 The Board of Directors shall be notified immediately of any election of new Board members from local Chapters.
- Sec.2 The newly elected Board of Directors' members shall start their term immediately following their respective election or that governed by appropriate By-Laws or Constitution.

## **ARTICLE X - Amendment**

- Sec.1 Proposals to amend this Constitution may be made by the Board of Directors or by a petition signed by at least ten (10) members.
- Sec.2 Any amendments to the Constitution shall be made by mail ballot only and an affirmation vote of two-thirds of all ballots cast shall be necessary for the adoption of any amendment to this Constitution.
- Sec.3 Amendments adopted shall take effect immediately after adoption unless otherwise indicated in the amendment.