

CONSTITUTION AND BYLAWS
OF THE
CENTRAL CALIFORNIA CHAPTER
OF THE
SYSTEM SAFETY SOCIETY

ADOPTED: January 1984

Article I - NAME

The name of the Chapter shall be the Central California Chapter of the System Safety Society. Hereinafter, the term, Chapter, shall mean the Central California Chapter and the term, Society, shall mean the System Safety Society.

Article II - OBJECTIVES

The Objectives of the Chapter are:

- (a) To foster cooperation and understanding, as well as to stimulate greater effort among all persons engaged in and/or interested in mishap prevention.
- (b) To provide for an interchange of ideas and knowledge between members in the interest of mishap prevention.
- (c) To aid members to improve their knowledge and abilities in the field of mishap prevention and to advance safety technology.
- (d) To assist other groups, organizations, and agencies in mishap prevention activities and to improve public understanding of the safety profession.

Article III - CHAPTER SOCIETY RELATIONSHIP

Section 1 - The Chapter shall function under the direct sponsorship of the System Safety Society and shall be governed by the provisions of the Society's Constitution and Bylaws which apply to local Chapters and by this Constitution.

Section 2 - The Constitution shall be prepared in duplicate form. The original shall be in the custody of the officers of the Chapter; the duplicate copy shall be forwarded to the Secretary of the Society. The authorized signatures of the officers of the Chapter appearing on this Constitution obligates the Chapter in accordance with its provisions.

Section 3 - The Chapter shall not use the name of the System Safety Society to

obligate the officers or members of the Society without first obtaining the written approval of the authorized Society representatives.

Section 4 - Any conflict requiring an Interpretation of the provisions of this Constitution shall be submitted to the Executive Council of the Society for resolution as deemed necessary by the Executive Council of the Chapter.

Section 5 - The Chapter shall submit an Annual Report concerning the Chapter activities to the Society Secretary.

Article IV - MEMBERS

Section 1 - Eligibility. Any member of the Society whose residence is located within the Zip Code boundaries 931XX through 935XX becomes a member of the Chapter. Any person may become an Affiliate member of the Chapter upon submission of a proper application and payment of Chapter dues. Affiliate membership does not permit any participation at the Society level.

Section 2 - Privileges. Active members are entitled to full voting privileges for the Chapter including the use of a properly executed absentee ballot as set forth in this Constitution and any and all other benefits offered by membership in the Chapter. Members of the Society are also entitled to full Society privileges.

An Affiliate member whose Chapter dues are in arrears for a period of three months, shall not be entitled to vote in the affairs of the Chapter, nor be nominated for an elective office in the Chapter until such time as his indebtedness is erased by payment of the dues to the Chapter Treasurer.

Section 3 - Dues. Dues for the forthcoming Chapter term shall be established by the Executive Council and vote of the membership not less than 30 days before they become payable on October 1 each year. Society members shall pay no dues to the Chapter.

Article V - OFFICERS

Section 1 - The officers of the Chapter shall consist of the following:

- (a) President
- (b) Vice-President
- (c) Secretary
- (d) Treasurer

Section 2 - Eligibility. Officers shall be chosen by election from the membership of the Chapter except as otherwise provided. To be eligible for election, persons must be a Society member.

Section 3 - Tenure. Officers shall hold office for a period of one year, beginning November 1 of each year. An elective office may be declared vacant by the Executive Council when unoccupied or when duties of that office are not properly performed.

Article VI - PRESIDENT

Section 1 - The President shall be the first executive officer and head of the Chapter and shall manage it's business and affairs subject to control of the Executive Council. He shall execute all conveyances of real estate and all papers, contracts and documents that may be required by the Executive Council and are necessary and proper for the execution and continuity of the business of the Chapter. The President shall not be eligible to succeed himself as President.

Section 2 - The President shall:

- (a) Preside at meetings of the Executive Council and perform other duties commonly associated with the position of Chairman.
- (b) Present a suggested program for the year and discuss with the Executive Council those special goals which he considers most important for the Chapter to achieve during his term of office, and provide necessary leadership to carry out the program.
- (c) Preside at Annual and Regular Meetings of members and call Special Meetings when necessary.
- (d) Appoint special and temporary committees as may be directed by the Executive Council and fill committee vacancies as required.
- (e) Appoint a Nominating Committee by September 1 each year.
- (f) Represent the Chapter at meetings of other organizations and in public affairs where his presence will be of benefit to the safety image.
- (g) Perform such other duties as may be assigned by the Executive Council and by this Constitution.
- (h) Be a member of the System Safety Society and shall serve on the Society Executive Council.

Article VII - VICE-PRESIDENT

Section 1 - The Vice-President shall be responsible for the planning and coordinating all programs in the term for which he is elected. The Vice President in the absence of the President or in event of his inability to act, is vested with all the powers and shall perform all of the duties of the President. Should this condition be of a permanent nature, the Executive Council shall appoint a Program Chairman from among it's members. The Vice-President shall perform other duties assigned by the President.

Section 2 - The Vice-President shall:

- (a) Be responsible for screening and processing all applications for membership (including preparation of appropriate forms) and emphasizing membership increase.

- (b) Maintain records of all members as to their classification and standing in the Society, and proxy certificates issued.
- (c) Be responsible to validate members for voting, ensure eligible members are advised of elections and certify proxies.
- (d) Publicize Chapter activities.
- (e) Perform such other duties as may be assigned by the President.

Article VIII - SECRETARY

The Secretary shall:

- (a) Prepare and keep Executive Council and Chapter minutes.
- (b) Serve as Secretary and keep attendance records of meetings of the Executive Council.
- (c) Prepare and distribute agenda and supporting materials for the agenda and issue calls for meetings of the Chapter and the Executive Council.
- (d) Record all resolutions and action of Chapter meetings and the Executive Council and bring them to the attention of the proper persons, committees, or organizations.
- (e) Receive reports from the Nominating Committee and other nominations and publish them as prescribed in the Constitution.
- (f) Announce all proposed changes to the Constitution and publish changes adopted, as required.

Article IX - TREASURER

The Treasurer shall:

- (a) Supervise the receipt and disbursement of funds as directed by the Executive Council, and ensure all checks are signed by any two of the elected officers.
- (b) Supervise the preparation of an annual budget and submit it to the Executive Council for approval.
- (c) Report to the Chapter on the receipts and disbursements and on assets and liabilities when requested by the Executive Council.
- (d) Maintain the funds in depository approved by the Executive Council.
- (e) Arrange for an annual audit of the records and report the results to the Executive Council.

(f) Serve as Chairman of the Finance Committee, as appointed.

Article X - EXECUTIVE COUNCIL

Section 1 - The Executive Council is the governing body of the Chapter and has full power and authority over affairs of the Chapter as directed by vote of the membership subject to this Constitution and the law of the land.

Section 2 - Composition of Executive Council. The Executive Council of the Chapter shall be composed of the duly elected officers and the immediate past president.

Section 3 - Meetings. Meetings of the Executive Council may be called at any time by the President. A minimum of one meeting per quarter is mandatory.

Section 4 - Quorum. Three-fifths of the elected Executive Council membership shall constitute a quorum to conduct business. A majority affirmative vote, of those present, is required to provide a decision by the Council.

Section 5 - Responsibilities.

The Executive Council shall:

- (a) Recommend policy, resolutions, and program activities to the membership.
- (b) Invite Chairman of Standing and Special Committees, as necessary, to present progress reports for the purpose of guiding, stimulating, and completing specific projects.
- (c) Establish operating policies for and delegate authority to committee heads.
- (d) Examine biographical data and other pertinent information concerning proposed candidates for membership and recommend approval of any candidates selected.

Article XI - CHAPTER MEETINGS

Section 1 - Regular Meetings. Regular meetings of the Chapter may be held bimonthly. No less than four meetings shall be held each year. The nature, time, and place of each meeting shall be determined by the Vice-President and approved by the Executive Council, except that special meetings will be required when supported by written petition of 25 percent or more of the members in good standing.

Section 2 - Annual Meetings. The Annual Meeting of the Society shall be the regularly scheduled meeting held in October of each year. During the Annual Meeting the election of new members of the Executive Council shall be held and the results of that election shall be announced to the membership. Members shall be notified by mail at least 14 days prior to the Annual meeting.

Section 3 - Rules of Order. The rules contained in Deschler's Rules of Order

shall govern the Chapter in all cases to which they are applicable and in which they are consistent with this Constitution and any special rules or order the Chapter may adopt.

Section 4 - Quorum. A quorum shall consist of 25 percent of the members in good standing.

Article XII - ELECTIONS

Section 1 - Nominations. The President will select a nominating committee of three members of the Executive Council or general membership to establish a slate of candidates for each office. The committee will ensure the consent and responsiveness of each nominee prior to submission of the slate of candidates to the membership. Nominations for all offices will be accepted from the floor prior to election.

Section 2 - Voting. Elections of Officers will be conducted by secret ballot at the Annual Meeting. A majority of votes will be required to elect any officer. In the event no nominee receives a majority vote, the two nominees with the most votes will be reconsidered by the membership and another election will be conducted. Absentee votes must be submitted prior to the beginning of the vote tabulation and will be counted in the primary election only.

Section 3 - Special Elections. The Executive Council will determine the requirements and time for any special elections.

Section 4 - Absentee Votes.

(a) All members with right to vote may submit absentee votes for scheduled elections when attendance is prevented by:

Physical Incapacitation
Official Work Schedule
Family Emergency

(b) Members will acquire absentee ballot certificates from the Vice-President, which will indicate that the member is eligible to vote and the purpose. The certificate will be signed by the member, and certified by the Vice-President. The certificate will be delivered to the President by the member.

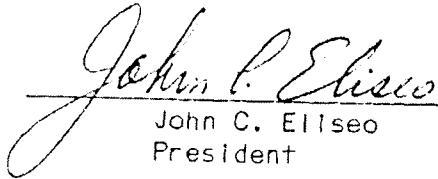
Article XIII - AMENDMENTS

Section 1 - Proposed amendments shall be presented at a regular meeting of the Chapter or at a special meeting called for that purpose. Amendments shall be provided in writing prior to the meeting for inclusion in the agenda, and shall be offered in the form of a motion for consideration and circulation to the membership.

Section 2 - Amendments accepted for consideration shall be circulated with a ballot to all members in good standing. A two-thirds (2/3) affirmative vote of the ballots cast shall be necessary for Chapter approval of the proposed

amendments.

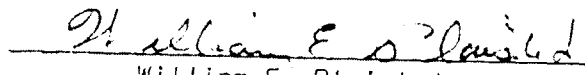
Amendments approved by the Chapter in accordance with this Article will be forwarded to the Executive Council of the Society.



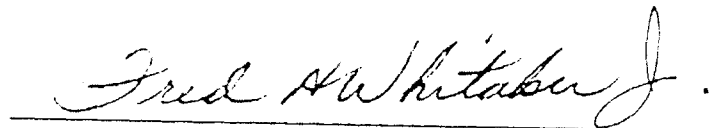
John C. Ellseo
President



Rolland L. Ratz
Vice-President



William E. Plaisted
Treasurer



Fred H. Whitaker, Jr.
Secretary