

**BYLAWS  
OF THE  
IDAHO SOCIETY OF PROFESSIONAL LAND SURVEYORS  
Adopted May, 1981 (Except as noted)**

**ARTICLE 1**

**MEMBERSHIP**

Section I. The members of the Society shall be divided into voting and non-voting members. The voting members shall consist of the following classes of membership: Regular, ~~Fellow, and Honorary and Lifetime~~. The non-voting membership shall consist of the following classes: Associate, Student and Affiliate Memberships. Non-voting members can vote and hold offices at the section level but cannot vote or hold offices at the state level.

Section II. The criteria of membership classes are as follows:

1. Voting Members:

\* A. Regular: Any person who has attained professional qualification by education and/or experience in the field of surveying and has been licensed as a ~~registered~~ professional land surveyor, and upon ~~recommendation of the Committee on Admissions and~~ approval by the ISPLS Board of Governors, said person may become a regular member of ISPLS.

\* ~~B. Fellow: Any corporate member in good standing who has belonged to ISPLS for five (5) years may be invited to apply for the grade of Fellow. Persons with records of outstanding service to the profession may be invited to apply for membership in ISPLS at the grade of Fellow.~~

\* ~~CB~~. Honorary: Any person who has attained state, national, or international recognition by ~~his~~ contribution to the surveying profession, the criteria for which shall be determined by the ISPLS Board of Governors ~~and administered by the Committee on Admissions~~, may be chosen as an honorary member.

\* ~~D. Lifetime: Members and associate members who have reached the age of 62 years and have paid dues since 1976 or at least twenty (20) years shall be exempt for payment of further dues. All other members or associate members who have paid dues for (30) years or more, regardless of age, shall be exempt for payment of further dues.~~

2. Non-Voting Members:

\* A. Associate: Any person with an associative interest in the profession of surveying, or who is employed as an apprentice or technician in surveying, the criteria for which shall be determined by the Board of Governors of ISPLS, ~~and administered by the Committee on Admissions~~, may become an Associate Member of ISPLS.

\* B. Student: Any person pursuing a course of study as a graduate or undergraduate student on a full-time basis (at least 9 semester hours) leading to a career in the profession of surveying, or who is employed as an apprentice or technician in surveying, the criteria for which shall be determined by the ISPLS Board of Governors ~~and administered by the Committee on Admissions~~, may become a Student Member of ISPLS.

\* C. Affiliate Memberships:

1. Individual Affiliate Member: Members of other allied professions or persons with a scientific acquirement of technological experience in their special pursuit to qualify them to cooperate with Members of ISPLS in the advancement of professional knowledge and practice in surveying, who might not otherwise qualify for ~~corporate~~ membership in ISPLS.
2. Institutional Affiliation: Professional or technological organizations with objective interests kindred to ISPLS in advancing the profession of surveying may affiliate with ISPLS.

Section III. Admission

1. Election of Members: Any qualified person or organization interested in becoming a member of the Society shall submit a written and signed application in a form approved by the Board of Governors, to the Secretary of the Society. Qualified applicants shall become members of the Society, upon payment of the required initiation fee and dues.
2. Until further action or cancellation of this provision by the membership, the Board of Governors shall serve as a membership committee.
3. The Society reserves the right to expel any member if, in the opinion of the Board of Governors, it is in the best interests of the Society. Thirty (30) days notice shall be given to the offending member, in order that they may be present at a hearing on such action.
4. Transfer of Membership: Membership in this Society is not transferable or assignable to any other person, however, any member in good standing may request that his own membership be transferred to another of the Society's geographical sections by written application to that section.

#### Section IV. Dues

1. The Board of Governors may request changes in the amount of initiation fees, if any, and annual dues payable to the Society by members of each class. The changes shall be adopted by a majority of the voting members at any meeting, special meeting or by special ballot, and shall be in effect at the beginning of the next ~~calendar~~-fiscal year-.
2. Payment of the dues shall be payable in advance on the first day of April in each calendar year.
3. When any member of any class is in default in the payment of dues for a period of six (6) months, from the beginning of the period in which said dues became payable, his membership may thereupon be terminated by the Board of Governors.
4. Members shall, in a timely manner, pay all fees and assessments levied by the Society in such amount and such intervals as may be prescribed by the Board of Governors. Non-payment in a timely manner of fees or assessments shall be grounds for immediate termination of membership.
5. New members joining the Society after November 1 of any year, shall be assessed the normal initiation fee, but only on-half (1/2) of the regular dues for their membership category for the current fiscal year.

#### Section V. Certificate of Membership

1. The Board of Governors shall provide for the issuance of certificates evidencing membership in the Society, which certificates shall be in such form as may be determined by the Board. It shall be signed by the President and attested by the Secretary and shall be sealed with the seal of the Society. If any certificate is lost, mutilated or destroyed, a new certificate may be issued therefore on certain terms and conditions as the Board of Governors may determine.
2. When an individual or institution has paid the initiation fees and dues required, together with such charge for the certificate of memberships as the Board of Governors shall determine, a certificate shall formally be issued and the same delivered to him by the Secretary.

## ARTICLE II

### ADMINISTRATION

Section I. Board of Governors: The affairs of the Society shall be managed by the Board of Governors. The Board of Governors shall consist of the Society President, Vice President, Immediate Past President, Secretary, Treasurer, ~~and one~~ (1) Director from each geographical section, The appointed representative to the Western Federation of Professional Land Surveyors, The appointed Representative to The American Congress on Surveying and Mapping, and any ex-officio members as provided for in these bylaws.

1. The President must be a ~~Registered~~ Licensed Professional Land Surveyor, voting member and shall be elected by the membership-at-large for a term of one (1) year to commence at the annual meeting and shall be succeeded by the elected Vice President.
2. The Vice President must be a ~~Registered~~ Licensed Professional Land Surveyor, voting member and shall be elected by the membership-at-large for a term of two (2) years, the first of which as Vice President, the second year, he shall, without further election, become President. The membership-at-large shall elect a Vice President each year whose term shall commence at the annual meeting.
3. The Immediate Past President shall serve one (1) year following his term as President.
4. The Secretary must be a ~~Registered~~ Licensed Professional Land Surveyor, voting member and shall be appointed by the incoming President, subject to the approval of the Board of Governors, for a term of one (1) year to commence at the annual meeting.
5. The Treasurer must be a ~~Registered~~ Licensed Professional Land Surveyor, voting member, and shall be elected by the membership-at-large for a term of one (1) year to commence at the annual meeting.
6. The Director must be a ~~Registered~~ Licensed Professional Land Surveyor, voting member, and shall be elected by each geographical section as defined under Article V, Section IV of these Bylaws for a term of three (3) years.
7. The Representative to The American Congress on Surveying and Mapping must be a Licensed Professional Land Surveyor, voting member, a member of A.C.S.M. and shall be appointed by and serve at the pleasure of the Board of Governors.
8. The Representative to The Western Federation of Professional Land Surveyors must be a Licensed Professional Land Surveyor, voting member, and shall be appointed by and serve at the pleasure of the Board of Governors.

#### Section II. Election of the President, Vice President and Treasurer

At least sixty (60) days before the annual meeting, the President, with the consent of the Board of Governors, shall appoint a nomination committee consisting of three (3) members, two (2) of whom shall be Directors on the Board of Governors.

1. The Nominating Committee shall prepare a ballot to be mailed to the voting members at least thirty (30) days before the annual meeting, listing at least two (2) candidates for Vice President and Treasurer. ~~Each~~ Each candidate shall be a ~~Registered-Licensed~~ Registered-Licensed Professional Land Surveyor and a voting member. In the event that the Vice President shall be unable to assume the office of President, the Nominating Committee shall also list at least two (2) candidates for the office of President.
2. Nothing in this Article shall preclude the right of any voting member to vote for a write in candidate.
3. All ballots shall be mailed to the Secretary prior to the annual meeting, at which meeting they shall be counted by a Tellers Committee consisting of the Secretary or his assignee and at least two (2) other members. The person receiving the majority of the votes cast shall be declared elected.
4. In the event that no person shall receive a majority of the votes cast, the voting members present at the annual meeting shall ballot upon the two (2) candidates receiving the highest number of votes, and the person receiving the majority of such votes shall be declared elected.
5. In the event that the Vice President resigns during the first nine months of his term, special election shall be held within thirty (30) days of notification to the Board of Governors. The Nomination Committee shall list on the ballot at least two (2) candidates for the office of Vice President.

### Section III. Board of Governors Duties and Powers

1. The regular meeting of the Board of Governors shall be held without any other notice than ~~these~~ these Bylaws, concurrently and at the same place as the annual meeting of the members. The Board of Governors may provide, by Resolution, the time and place for holding additional regular meetings without other notice or resolution.
2. Special meetings of the board of Governors may be called by the President or any two (2) Directors, and shall be held at the principal office of the Society or such place as the Directors or President may determine. Notice of any special meeting of the Board of Governors shall be given at least two (2) days prior thereto by written notice to the members of the Board of Governors. Any Director ~~may~~ may waive notice of any meeting. The attendance of a Director at any meeting shall constitute a waiver of notice of such meeting, except where a director attends a meeting for the express purpose of affecting the transaction of business because the meeting is not lawfully called. The business to be transacted at any meeting need not be specified in the notice or waiver of notice.
3. A majority of the Board of Governors shall constitute a quorum for the transaction of business at any meeting of the Board. ~~The act of a majority of the Directors-Board of Governors present at a meeting at which a quorum is present shall be an official act of the Board of Governors, unless the act of a greater number is required by law or by these Bylaws.~~
4. Any action required by law to be taken by the Society, may be taken without a formal meeting with the consent, in writing, setting forth the actions so taken, signed by a majority of the Board of Governors.
5. The duties, power and functions of the Board of Governors may be delegated to an Executive Committee, consisting of members of the Board of Governors and elected by said Board of Governors. The minimum numbers of that committee shall be three (3), with total membership to be an odd number.
6. The Board of Governors may at it's discretion hire an ~~Secretary~~Executive Director to manage a society office, and whose duties and compensation will be determined by the Board of Governors.

### Section IV Compensation:

The members of the Board of Governors, as such, shall not receive any stated salaries for their services, but by resolution of the Board of Governors, a fixed sum for expenses in attendance, if any, shall be allowed for the attendance at any regular or special meeting of the Board.

### Section V. Contracts, Checks, Deposits and Funds

1. Contracts: The Board of Governors may authorize any officer or agent of the Society to enter into any contract, execute and deliver any instrument, in the name of and on behalf of the Society and such authority may be general or confined to specific instances.
2. Checks, Drafts or Orders: On all checks, drafts or orders pertaining to money, notes or other evidences of indebtedness issued in the name of the Society, the Board of Governors shall authorize the Executive ~~Secretary~~Director, the Treasurer of the Society and a third member as signatories on checks. Each check shall be signed by two (2) of the individuals authorized.
3. Deposits: All funds of the Society shall be deposited from time to time to the credit of the Society in such bank or trust company as a depository as the Board of Governors may select.
4. The Board of Governors may accept, on behalf of the Society, any contribution, gift, bequest or devise for any purpose of the Society.

## ARTICLE III

## GENERAL MEMBERSHIP MEETINGS

Section I. The annual meeting of the members shall be held on the call of the Board of Governors during the first quarter of each calendar year for the purpose of installing officers and for the transaction of such other business as may come before said meeting.

Section II. Special meetings of the members may be called by the President, the Board of Governors or of not less than ten percent (10%) of the members having voting rights, at such time and place within the State of Idaho as they may designate on the call of said special meeting.

Section III. Written or printed notice, stating the place, day and hour of any meeting of members shall be delivered to each member entitled to vote at such meeting, not less than ten (10) and not more than thirty (30) days before the date of such meeting. In case of a special meeting, the purpose for which said meeting is called shall be stated in the notice.

Section IV. Any action required by law to be taken by any of the members, may be taken without a formal meeting with the consent, in writing, setting forth the actions so taken, signed by forty percent (40%) of all the members entitled to vote with respect to the subject matter thereof.

Section V. Ten percent (10%) of the total voting members shall constitute a quorum of such meetings. If a quorum is not present at any meeting, the majority of the members then present may adjourn the meeting to a new time without further notice.

Section VI. At any meeting, any member or members entitled to vote by proxy, may do so, so long as said proxy is executed in writing.

## ARTICLE IV

### COMMITTEES

Section I. The Board of Governors, by resolution adopted by a majority of the Governors, may designate standing and special committees. A committee, when formed, shall organize itself and shall elect from its members a Chairman and a Secretary, and shall perform the functions and discharge the duties as indicated by the resolution of the Board of Governors.

Section II. Standing Committees shall consist of the following:

- \* Membership
- \* Convention
- \* Publications
- \* Education
- \* Ethical Practice
- \* Bylaws and Articles of Incorporation
- \* Legislation
- \* Interprofessional Liaison

## ARTICLE V

### GEOGRAPHICAL SECTIONS

Section I. The recognized geographical Sections of the Idaho Society of Professional Land Surveyors shall be defined as follows:

- \* NORTHERN - ~~Boundary, Bonner~~, Kootenai, Shoshone and Benewah Counties.
- \* CLEARWATER - Latah, Clearwater, Nez Perce, Lewis Counties and that part of Idaho County lying north of 45°30' of latitude.
- \* HIGH COUNTRY - Idaho south of 45°30' latitude, Washington, Adams & Valley.
- \* SOUTHWEST - ~~Payette, Gem, Boise, Canyon, Ada, Elmore and Owyhee~~ Counties.
- \* MAGIC VALLEY - ~~Camas, Blaine~~, Gooding, Jerome, Lincoln, Twin Falls, Cassia and Minidoka Counties.
- \* EASTERN - Oneida, Franklin, Bear Lake, Power, Bannock, Caribou, Bingham, Bonneville, Teton, Madison, Jefferson, Butte, Clark and Fremont Counties.
- \* SAWTOOTH - Lemhi and Custer Counties.
- \* DAVID THOMPSON – Boundary and Bonner Counties
- \* BIG WOOD - Camas and Blaine Counties.

The Board of Governors may organize local sections of the Society covering geographical areas such as cities, metropolitan areas, counties or regions, upon receipt of a petition signed by at least seven (7) members residing in that geographic ~~section~~area.

Section II. Each geographical section of the Society shall elect one (1) Director, who shall serve on the board of Governors of the Society, as provided in the Articles of Incorporation. The President shall have authority to appoint a Section Director with approval of the Board of Governors in the event that the membership of an existing Section falls below four (4) members.

Section III. Each geographical section shall elect a Director, a Chairman, a Vice Chairman, a Secretary and a Treasurer, or a Secretary-Treasurer. The election shall take place prior to the end of the calendar year. Notification of the results shall be given to the Board of Governors prior to the annual meeting. All section officers shall be elected by the section ~~voting~~ members in the following manner:

1. The Director must be a ~~Registered Licensed~~ Professional Land Surveyor voting member and shall be elected by the section ~~voting~~ members for a term of three (3) years. The first Director of the section may be elected for a shorter or longer time period, in order to rotate the election of said Directors so that not more than ~~two (2)~~three (3) Directors within the Society are elected per year.
2. The Chairman must be a ~~Registered Licensed~~ Professional Land Surveyor ~~voting~~ member and shall be elected by the section ~~voting~~ members for a term of one (1) year, and shall be succeeded by the elected Vice Chairman.
3. The Vice Chairman must be a ~~Registered Licensed~~ Professional Land Surveyor ~~voting~~ member and shall be elected by the section ~~voting~~ members for a term of two (2) years, the first year of which will be served as Vice Chairman; the second year, he shall, without further election, become Chairman. The section ~~voting~~ members shall elect a Vice Chairman each year as per section Bylaws.
4. The Secretary must be a ~~Registered Licensed~~ Professional Land Surveyor ~~voting~~ member or Associated member, and shall be elected by the section ~~voting~~ members for a term of one (1) year as per section Bylaws.
5. The Treasurer must be a ~~Registered Licensed~~ Professional Land Surveyor ~~voting~~ member or Associated member, and shall be elected by the section ~~voting~~ members for a term of one (1) year as per section Bylaws.
6. A quorum for section meetings shall consist of any two (2) of the officers and ten percent (10%) of all ~~voting~~ members. Within the framework of a chartered section, the State Board of Governors may, if the situation warrants, authorize the formation of a Sub-section, to be known officially as a Branch. Two or more ~~Registered Licensed~~ Professional Land Surveyors shall be required to form said Branch. Each member shall hold a full membership in the parent Section.

## ARTICLE VI

### RULES OF ORDER

All membership meetings of the Society and the Board of Governors shall be conducted in accordance with Roberts' Rules of Order of Parliamentary Procedure.

## ARTICLE VII

### FISCAL YEAR

The fiscal year of the Society shall be April 1 to March 31.

## ARTICLE VIII

### SEAL

The Board of Governors shall provide a Society seal which shall be ~~impressed in the margin thereof~~ of affixed to any official document of the Society.

## ARTICLE IX

### WAIVER OF NOTICE

Whenever any notice is required to be given under the provisions of the statutes of the State of Idaho, the Articles of Incorporation or the Bylaws of the Society and waiver thereof in writing, signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

## **ARTICLE X**

### **AMENDMENT OF BYLAWS**

These Bylaws may be amended, altered or repealed and new Bylaws adopted by a majority of the voting members at any meeting, special meeting or by special ballot, and shall be in effect if at least ten (10) days notice is given in writing with the intention to alter, amend or repeal, or adopt new Bylaws at such meeting.

## **ARTICLE XI**

### **BOOKS AND RECORDS**

The Society shall keep books and records of account and shall also keep minutes of proceedings for its members and Board of Governors. Such records and minutes shall be kept at the principal office of the Society. All books and records of the Society may be inspected by any member or his agent or any attorney for any proper purpose at any reasonable time.

## **ARTICLE XII**

### **~~REPRESENTATIVE TO A.C.S.M. MEETINGS~~**

~~The Board of Governors shall appoint a Representative to attend A.C.S.M. meetings, and will to be an ex-officio member of the Board. (as amended at the February 1, 1986, ISPLS Annual Meeting in Boise.)~~

## **ARTICLE XII**

### **~~REPRESENTATIVES TO W.F.P.L.S.~~**

~~The Board of Governors shall appoint delegates to attend Western Federation of Professional Land Surveyors board meetings, and will to be an ex-officio member of the Board. (as amended at the February 1, 1986, ISPLS Annual Meeting in Boise.)~~

## **ARTICLE ~~XIV~~ XII**

### **GEM STATE SURVEYOR**

The editor of the Gem State Surveyor will be an ex-officio member of the Board. (as amended at the February 1, 1986 ISPLS Annual Meeting in Boise.)

## **ARTICLE ~~XV~~ XIII**

**(November 15, 1991)**

### **NOMINATIONS FOR MEMBER OF BOARD OF PROFESSIONAL ENGINEERS AND PROFESSIONAL LAND SURVEYORS**

Section I. When a vacancy for the Board of Professional Engineers and Professional Land Surveyors is anticipated, The Board of Governors will request the BPEPLS Secretary/Executive Director to furnish a list of persons qualified in accordance with Section 54-1204 of the Idaho Code.

Section II. The Board of Governors, acting as a nominating committee will prepare a list of at least three nominees. Those selected will provide a biographical sketch and photo.

Section III. The candidates will be presented to the general membership on a written ballot. The nominee receiving the most votes shall be the first nominee and shall be presented to the Governor for appointment. If the Governor requests more than one nominee, alternate nominees shall be presented for appointment in order of preference according to the number of votes received.