

**TABLE OF CONTENTS**  
(continued)

**LAMBDA ALPHA INTERNATIONAL  
STANDARD CHAPTER BY-LAWS  
\* CHAPTER**

(Being a draft By-law prepared  
for the use of Local Chapters of  
Lambda Alpha International  
and consistent with the By-laws  
of Lambda Alpha International)

## TABLE OF CONTENTS

# LAMBDA ALPHA INTERNATIONAL STANDARD CHAPTER BY-LAWS \* CHAPTER

	<b>Page</b>
ARTICLE I	PURPOSE.....1
ARTICLE II	DEFINITIONS.....1
ARTICLE III	ESTABLISHMENT, ALTERATION AND DISSOLUTION OF THIS CHAPTER.....2
Section 1.	Establishment of This Chapter.....2
Section 2.	Alteration of Territorial Jurisdiction.....2
Section 3.	Dissolution of This Chapter.....2
Section 4.	Assignment of Name.....2
Section 5.	Conflict.....2
ARTICLE IV	MEMBERSHIP.....2
Section 1.	Qualifications for Membership.....2
Section 2.	When Membership in This Chapter is Required.....3
Section 3.	Classification of Membership.....3
Section 4.	Loss of Active Membership Status.....4
ARTICLE V	ATTACHMENT OF MEMBERS TO THIS CHAPTER.....4
Section 1.	Attachment of Members to This Chapter.....4
Section 2.	Attachment of Members to This Chapter.....4
ARTICLE VI	CHAPTER ROSTER.....4
Section 1.	Preparation of Roster.....4
Section 2.	Publication and Distribution of Roster.....4
ARTICLE VII	CHAPTER MEETINGS AND QUORUMS.....4
Section 1.	Regular Business Meetings of the Membership.....4
Section 2.	Special Business Meetings of the Members.....4
Section 3.	Quorum Requirements.....5
ARTICLE VIII	CHAPTER DUES AND FEES.....5
Section 1.	Annual Chapter Dues.....5
Section 2.	Dues Payment Date.....5
Section 3.	Dues of New Members.....5
Section 4.	Waiver of Dues Payment.....5



Section 5.	Chapter Special Assessments.....	5
Section 6.	Chapter Initiation Fees .....	5
ARTICLE IX	CHAPTER BOARD OF DIRECTORS.....	5
Section 1.	General Authority.....	5
Section 2.	Composition of The Board of Directors.....	5
Section 3.	Eligibility .....	6
Section 4.	Vacancies .....	6
Section 5.	Meetings.....	6
Section 6.	Notice of Meetings.....	6
Section 7.	Quorum .....	6
Section 8.	Electronic Meetings .....	6
ARTICLE X	CHAPTER OFFICERS.....	7
Section 1.	General .....	7
Section 2.	Election of Officers .....	7
Section 3.	Eligibility .....	7
Section 4.	Vacancies .....	7
Section 5.	Duties of President.....	7
Section 6.	Duties of the Vice President.....	7
Section 7.	Duties of the Secretary .....	7
Section 8.	Duties of the Treasurer .....	8
Section 9.	Historian.....	9
Section 10.	Scribe .....	9
Section 11.	Other Officers.....	9
ARTICLE XI	CHAPTER NOMINATIONS AND ELECTIONS .....	9
Section 1.	Composition of Nominating Committee.....	9
Section 2.	Duties of Nominating Committee .....	9
Section 3.	Report of Nominating Committee .....	9
Section 4.	Additional Nominations .....	10
Section 5.	Election of Officers and Directors.....	10
Section 6.	Notification.....	10
ARTICLE XII	CHAPTER COMMITTEES .....	10
Section 1.	Nominating Committee.....	10
Section 2.	Standing Committees.....	10
Section 3.	Special Committees .....	11
Section 4.	Subcommittees.....	11



ARTICLE XIII	RESTRICTIONS UPON THE POWERS OF THIS CHAPTER .....	11
Section 1.	General Limitation Upon This Chapter's Powers .....	11
Section 2.	Restriction Upon Committing LAMBDA ALPHA .....	11
Section 3.	Restriction Upon Speaking for or Acting in the Name of LAMBDA ALPHA .....	11
Section 4.	Restriction Upon Speaking for or Acting in the Name of This Chapter .....	11
Section 5.	Restriction Upon Use of This Chapter's Funds.....	11
Section 6.	Restriction Upon This Chapter's Letterheads, Banners and Public Relations Materials .....	12
ARTICLE XIV	ESTABLISHMENT OF CHAPTER BUDGETS AND CHAPTER OPERATING AND SPECIAL RESERVE FUNDS .....	12
Section 1.	Annual Budget .....	12
Section 2.	Chapter Operating Fund .....	12
Section 3.	Special Funds.....	12
ARTICLE XV	CHAPTER OPERATING REGULATIONS.....	12
Section 1.	Establishment of Local Chapter Operating Regulations.....	12
ARTICLE XVI	AMENDMENT TO THE CHAPTER BY-LAWS.....	12
Section 1.	Requests to Amend Chapter By-Laws .....	12
Section 2.	Authorization.....	13
	CERTIFICATE OF THE SECRETARY .....	13



# LAMBDA ALPHA INTERNATIONAL STANDARD CHAPTER BY-LAWS \* CHAPTER

## WHEREAS:

It is deemed necessary, desirable and expedient to provide for an organizational structure for the local study and discussion of land economics.

## NOW THEREFORE BE IT ENACTED:

These presents shall constitute the By-laws of the (fill in chapter name)\_\_\_\_ Chapter of Lambda Alpha International.

## ARTICLE I PURPOSE

Lambda Alpha International ("LAI") is a not for profit corporation organized under the laws of the State of Illinois, United States of America, formed and operated for the purposes set forth in its General By-laws, including advancement of land economics. Local chapters established by LAI afford members of LAI in local areas a suitable instrumentality for close cooperation to achieve the basic objectives of LAI. The rules governing the establishment, alteration, dissolution, composition, powers and duties of This Chapter are set forth in the General By-laws of LAI, the Chapter Affiliation Agreement and these By-laws.

## ARTICLE II DEFINITIONS

As used in these By-laws, the following terms shall have the following meanings unless the context clearly indicates that another meaning is intended:

The term "LAI" means Lambda Alpha International, an Illinois not for profit corporation.

The term "Local Chapter" means any one of the several local chapters of LAI which has been established by the International Board of Governors of LAI.

The term "Member" means any individual who has been given membership status in LAI and has not resigned or been expelled from membership.

The term "**This Chapter**" means the \_\_\_\_\_ Chapter of LAI.

## ARTICLE III ESTABLISHMENT, ALTERATION AND DISSOLUTION OF THIS CHAPTER

Section 1. **Establishment of This Chapter.** This Chapter has been created by and exists solely by reason of the Charter granted to it by the International Board of Governors of LAI.

Section 2. **Alteration of Territorial Jurisdiction.** The International Board of Governors of LAI may, in its sole discretion and at the request of This Chapter, alter the territorial jurisdiction of This Chapter in accordance with the provisions of the General By-laws of LAI.

- Section 3. **Dissolution of This Chapter.** The International Board of Governors of LAI may, in its sole discretion, revoke the Charter of This Chapter.
- Section 4. **Assignment of Name.** This Chapter established by the International Board of Governors of LAI has been given an identifying name to indicate the jurisdiction of This Chapter.
- Section 5. **Conflict.** Except as hereinafter provided, any provision contained herein which conflicts or is inconsistent with the General By-laws of LAI as established from time to time shall be void and of no force or effect.

## ARTICLE IV MEMBERSHIP

- Section 1. **Qualifications for Membership.** The selection of new Members of This Chapter shall be conferred upon persons who have made an outstanding or noteworthy contribution to the advancement of the science of land economics, or to a better understanding of the principles of land economics or to the practical application of such principles in the development, redevelopment, preservation or better utilization of the world's land resources.

- Section 2. Membership in LAI is open to men and women without discrimination on the basis of gender identification, sexual orientation, racial identification, ethnicity, spoken language, religious affiliation, citizenship or national origin. LAI values and expects highly ethical behaviours by its members to demonstrate understanding, respect, tolerance, empathy and good will towards others. This Chapter shall not adopt an Operating Regulation or policy that restricts membership in violation of this principle.

Each initiation to membership in LAI shall be made in accordance with the general initiation procedure for membership provided by LAI from time to time. Members, Retired Members and Emeritus Members of LAI may use in connection with their names the designations "Member of Lambda Alpha International", "Member of LAI", and "MLAI" International Fellows of LAI may use the designation of "Fellow of Lambda Alpha International", "Fellow of LAI", and "FLAI."

Candidates for LAI membership shall have a minimum of ten (10) years duration of professional practice in a field of or related to land economics.

Despite the foregoing, in rare cases where a candidate has made outstanding and noteworthy contributions in less than the required ten (10) years duration of professional practice, a chapter may submit his/her dossier to the International Secretary for consideration by the Executive Committee of Lambda Alpha International and the decision of the Executive Committee regarding membership shall be final.

- Section 3. **When Membership in This Chapter is Required.** Each Member of LAI whose principal place of business and/or residence is located within the territorial jurisdiction of This Chapter shall be a Member of This Chapter.

- Section 4. **Classification of Membership.** Membership in This Chapter and in LAI is divided into five classifications: Active Members, Active Members At Large, Inactive Members, Retired, and Emeritus. All active Members of This Chapter and LAI are divided into three classifications, Regular Member, Member-at-Large and International Fellow of LAI all as defined in

Schedule "A" attached hereto and forming part of this By-law. The membership classification of each Member of This Chapter shall be determined by, and shall correspond to, the classification of such Member as established by This Chapter, subject to the General By-laws of LAI.

Section 5. **Loss of Active Membership Status.** The following provisions shall be applicable in the case of non-payment of dues:

- (i) Members who had not paid International and/or local chapter dues and who are neither Emeritus nor Honorary Members shall be and the same are hereby moved into the category of an "Inactive Member" of LAI;
- (ii) LAI International maintains an "Inactive Member" of LAI roster included in the password-protected area of the database. The local chapter shall assist in helping Inactive members return to Active status. The Inactive Member roster shall be accessible to members in good standing;
- (iii) The local chapter shall be responsible for annually updating and advising the LAI Executive Director on or before October 1 in every calendar year, its membership roster particularly identifying those members whose names are to be transferred to the "Inactive Member" of LAI roster;
- (iv) The International Executive Director shall review dues records each fall, prior to creating dues invoices for the ensuing year, transfer to the Inactive Members of LAI database, the names of all such persons identified as Inactive Members;
- (v) The Executive Director shall send a letter to each Inactive Member delinquent in dues and shall specify how he/she can transfer to Emeritus or Retired Member status or, choose to remain inactive. He/she may reinstate his/her membership onto the Active Member roster of LAI upon payment of a reinstatement fee and current year dues; and
- (vi) This Chapter shall not afford any of the rights and privilege of an Active Member while a member remains an Inactive Member and not use membership designations in connection with their name.

## **ARTICLE V**

### **ATTACHMENT OF MEMBERS TO THIS CHAPTER**

Section 1. **Attachment of Members to This Chapter.** Although a Member whose principal place of business is not located within the territorial jurisdiction of any Local Chapter need not be a Member of any Local Chapter, any such Member may be attached by the International President of LAI to This Chapter for certain administrative purposes.

Section 2. **Attachment of Members to This Chapter.** The rules governing the attachment to This Chapter of a Member whose principal place of business is not located within the territorial jurisdiction of This Chapter shall be determined in accordance with the rules adopted from time to time by the International Board of Governors of LAI.

## ARTICLE VI CHAPTER ROSTER

Section 1. **Preparation of Roster.** This Chapter shall prepare and maintain a chapter roster, which shall include the name and email address of each Member of This Chapter. The roster shall also set forth the name of each member of This Chapter's Board of Directors, the name of each officer of This Chapter and the name of the chairperson and the members of each committee of This Chapter.

Section 2. **Publication and Distribution of Roster.** This Chapter shall provide its roster of its Members, officers and directors to the International Executive Director of LAI forthwith upon any change thereto to the end that both This Chapter and LAI maintain current and accurate records of membership.

## ARTICLE VII CHAPTER MEETINGS AND QUORUMS

Section 1. **Regular Business Meetings of the Membership.** In each calendar year, This Chapter shall establish a program of meetings and activities and provide advice thereof to the members on its roster and to LAI.

Not less than ten days prior to each meeting of the Members of This Chapter, the Secretary of This Chapter shall provide written notice of such meeting to each Member of This Chapter. All regular business meetings of the Members of This Chapter shall be open to all Members of This Chapter.

Section 2. **Special Business Meetings of the Members.** A special business meeting of the Members of This Chapter shall be called by the Secretary of This Chapter upon receipt of a written request for such special business meeting signed either by the President of This Chapter or by at least ten percent of the Members of This Chapter.

Within seven days after receipt of any such written request, the Secretary of This Chapter shall schedule a special business meeting of the Members of This Chapter and mail a written notice thereof to all such Members. The written notice shall specify the date, the time, the purpose and the place of such special business meeting. The date selected by the Secretary for such special business meeting shall not be less than ten nor more than twenty days from the date of the mailing of said notice.

All special business meetings of the Members of This Chapter shall be open to all Members of This Chapter.

Section 3. **Quorum Requirements.** A quorum for any regular or special business meeting of the Members of This Chapter shall consist of either fifteen percent of the Members of This Chapter, or five Members of This Chapter, whichever is greater.

## ARTICLE VIII

### CHAPTER DUES AND FEES

- Section 1. **Annual Chapter Dues.** This Chapter may require its Active and Retired Members to pay annual Chapter dues in an amount set by the Board of Directors of This Chapter.
- Section 2. **Dues Payment Date.** Chapter dues for each calendar year shall be due and payable annually on a date specified by the Board of Directors of This Chapter derived in conjunction with LAI.
- Section 3. **Dues of New Members.** Chapter dues of a new Member for the calendar year in which he or she is admitted to membership shall be payable ten days after the new Member's receipt of a notice from the Treasurer or Secretary-Treasurer of This Chapter advising him or her of the amount due.
- Section 4. **Waiver of Dues Payment.** The Board of Directors of This Chapter may from time to time suspend or waive, in whole or in part, the payment of annual Chapter dues by any Member of This Chapter whose circumstances have become such as to make it difficult or impossible for such Member to pay such dues.
- Section 5. **Chapter Special Assessments.** This Chapter may levy a special assessment upon its Members.
- Section 6. **Chapter Initiation Fees.** This Chapter may charge an initiation fee to a new Member of This Chapter.

## ARTICLE IX

### CHAPTER BOARD OF DIRECTORS

- Section 1. **General Authority.** The government of This Chapter shall be vested in a Board of Directors which shall exercise all of the power delegated to This Chapter by these Chapter By-laws, subject, however, to the restrictions upon such powers set forth herein.
- Section 2. **Composition of The Board of Directors.** The Board of Directors shall consist of elected members and ex officio members.

The immediate past President of This Chapter and each member of the International Board of Governors of LAI who is a member of This Chapter shall be ex officio members of the Board of Directors. An ex-officio member who is a member of the International Board of Governors of LAI shall not be entitled to vote at a meeting of the Board of Directors of This Chapter unless he or she is also an elected member of the Board of Directors and then he or she shall be entitled to cast only one vote.

The elected members of the Board of Directors shall be elected to office in accordance with the provisions of these Chapter By-laws. The number of elected members of the Board of Directors shall be determined by This Chapter in accordance with the laws of the jurisdiction in which This Chapter is located, but in no event shall the total number of elected members of the Board of Directors be less than three.

The elected members of the Board of Directors shall be elected by the Active Members of This Chapter with preference for terms of two years.

- Section 3. **Eligibility.** Any Active Member of This Chapter may serve upon the Board of Directors and shall be eligible for re-election as long as he or she remains an active member.
- Section 4. **Vacancies.** In the event that a vacancy occurs among the elected members of the Board of Directors, the President of This Chapter shall recommend a person to fill such vacancy for the remainder of the unexpired term for ratification at the next appropriate regular business meeting of the Members of This Chapter or at a special business meeting of the Members of This Chapter called for that purpose.
- Section 5. **Meetings.** In each calendar year, the Board of Directors shall schedule a regular business meeting of the Board of Directors at least three times annually.
- Section 6. **Notice of Meetings.** The Secretary of This Chapter shall provide a written notice of each meeting of the Board of Directors to each member of the Board of Directors not less than ten days prior to such meeting.
- Section 7. **Quorum.** A quorum for any business meeting of the Board of Directors to conduct business shall consist of a majority of the voting members.
- Section 8. **Electronic Meetings.** If all the directors participating in a meeting consent, a meeting of the Board of Directors or of a committee of the board may be held by means of such telephone, electronic or other communication facilities as permit all persons participating in the meeting to communicate with each other simultaneously and instantaneously. A director participating in such a meeting by such means is deemed to be present at the meeting. Any such consent shall be effective whether given before or after the meeting to which it relates, and also may be given with respect to all meetings of the Board of Directors and of committees of the board held while a director holds office.

## ARTICLE X

### CHAPTER OFFICERS

- Section 1. **General.** The officers of This Chapter shall include a President, a Vice President (or Vice Presidents), a Secretary and a Treasurer (or Secretary-Treasurer), together with such additional officers as may be deemed appropriate by This Chapter. The Chapter President or his/her designate shall be invited to attend LAI Board of Governors meetings as a voting member.
- Section 2. **Election of Officers.** The officers of This Chapter for each calendar year shall be confirmed for not more than a two year term at a general meeting of Members called for the purpose.
- Section 3. **Eligibility.** The officers of This Chapter shall be Active Members of This Chapter.
- Section 4. **Vacancies.** In the event that a vacancy occurs in any office of This Chapter (other than a vacancy in the office of the President), the President of This Chapter shall recommend a person to fill such vacancy for the remainder of the unexpired term for ratification at the next appropriate regular business meeting of the Members or at a special business meeting of the Members called for such purpose.
- Section 5. **Duties of the President.** The President shall preside at all regular and special business meetings of the Members of This Chapter and at all meetings of the Board of Directors. The President shall be the chief executive officer of This Chapter and shall carry out the policies

and programs adopted and approved by the Board of Directors. The President may also make appointments to Chapter committees in accordance with vacancies and the rules set forth in Article XII of these Chapter By-laws. The President is a member of the International Board of Governors. The Chapter President is responsible for preparing and submitting to LAI President the Chapter Annual Report in a timely manner and in the format requested. The Chapter President shall have regular communication with the appropriate Regional Vice President. The President shall participate in President's Roundtable meetings and call and all relevant LAI Standing Committee.

Section 6. **Duties of the Vice President.** The Vice President shall perform the duties of the President in the event of the President's absence or disability. The Vice President shall also perform such other duties as may be assigned to the Vice President by the Board of Directors or the President.

The Vice President shall succeed to the office of the President in the event of the President's death or resignation. In the event that This Chapter shall have more than one Vice President, This Chapter shall through its Board of Directors and on the advice of the Past President specify the order in which each Vice President will succeed to the office of the President in the event of the President's death or resignation.

Section 7. **Duties of the Secretary.** The Secretary shall keep an accurate record of the proceedings at all regular and special business meetings of the Members.

The Secretary shall keep an accurate record of the proceedings at all meetings of the Board of Directors. The records of This Chapter relating to the proceedings at meetings of the Board of Directors shall, upon written request, be open for inspection by any Member of This Chapter who shall desire to inspect such records, except that proceedings relating to admission to membership may be disclosed only with the consent of the Board of Directors.

In the event that the Secretary shall be absent from any regular or special business meeting of the Members or of any regular or special business meeting of the Board of Directors, the President or other presiding officer shall appoint an appropriate Member to serve as Secretary pro tem.

The Secretary, Treasurer or Membership Chair shall prepare and maintain This Chapter's roster of This Chapter. The Secretary shall also have custody of This Chapter's Charter, Affiliation Agreement, seal, minute book and non-financial records and shall perform such other duties as may be prescribed by the Board of Directors or the President.

At the expiration of his or her term of office, the Secretary shall turn over to his or her successor This Chapter's Charter, Affiliation Agreement, seal and minute book and all files and records of This Chapter in the custody or control of the Secretary whose term is expiring. Records may be kept by a Chapter Administrator if one exists.

Section 8. **Duties of the Treasurer.** The Treasurer shall prepare and submit to the Board of Directors a financial statement as of the close of each year and a proposed operating budget for the next year. The Treasurer shall receive all monies collected by This Chapter or by any officer or other party on behalf of This Chapter and shall deposit such monies in a bank or other financial institution designated by the Board of Directors. The Treasurer shall also make disbursements of monies received by the Treasurer upon receipt of vouchers properly

signed and countersigned. If the office of Secretary and the office of Treasurer are not combined, vouchers shall be signed by the President and countersigned by the Secretary of This Chapter. If the offices of Secretary and Treasurer are combined, vouchers shall be signed by the President and countersigned by such other officer as may be designated.

Prior to the issuance of any voucher for the expenditure of funds such expenditure shall be consistent with the operating budget or authorized by a majority vote of the Board of Directors present at any regular or special business meeting. For the purposes of this section, an expenditure authorized by a duly approved Chapter Budget shall be deemed to have been approved by a majority vote of the Board of Directors at a regular or special business meeting.

The Treasurer shall give written notice to the Active and Retired Members of This Chapter concerning the payment of their Chapter dues. International dues and initiation dues collected by This Chapter owing to LAI shall be remitted to the International Executive Director within thirty (30) days of receipt.

Immediately after the expiration of his or her term of office, the Treasurer shall turn over to his or her successor all bank accounts, funds, assets, books of account and other financial records of This Chapter in the custody or control of the Treasurer whose term is expiring.

Section 9. **Historian.** If This Chapter chooses to have the office of Historian, the Historian shall preserve and keep all matters of historical interest to This Chapter, act as librarian and shall perform such other duties in connection therewith as may be assigned to him or her by the Board of Directors or the President. The Historian shall also be This Chapter's representative on the International Archives Committee of LAI, which gathers materials relevant to the history of LAI, including works authored by Members.

Section 10. **Scribe.** If This Chapter chooses to have the office of Scribe, the Scribe shall be responsible for the public relations activities of This Chapter and all newsletters and other communications concerning its activities and the activities of the members. The Scribe shall act as This Chapter's liaison with the International Scribe of LAI and shall perform such other duties as may be assigned by the Board of Directors or the President.

If the same person holds the offices of both the Historian and the Scribe, such person shall perform the duties set forth above for both such officers.

Section 11. **Other Officers.** If This Chapter provides for other officers, such other officers shall perform such duties as may be prescribed.

## ARTICLE XI

### CHAPTER NOMINATIONS AND ELECTIONS

Section 1. **Composition of Nominating Committee.** This Chapter may create a Nominating Committee which may consist of an ex officio member and not less than two or more than six appointed Members. The ex officio member of the Nominating Committee shall be the immediate past President of This Chapter, who shall serve as chairperson of the Nominating Committee and shall be a voting member. Members of the Nominating Committee shall be appointed by the President.

Section 2. **Duties of Nominating Committee.** The Nominating Committee of This Chapter shall prepare a slate consisting of:

(a) At least one candidate for each office of This Chapter; and

At least one candidate for each vacancy upon the Board of Directors to be filled.

Section 3. **Report of Nominating Committee.** The Nominating Committee of This Chapter shall make its selections, prepare an appropriate report and forward this report to the Secretary of This Chapter not less than twenty days prior to the business meeting of This Chapter at which the slate is to be considered. A copy of the report of the Nominating Committee or any nominations to the Board of Directors shall be provided by the Secretary to each Member of the Board of Directors not less than ten days prior to the date of the business meeting of This Chapter at which the slate is requested to be ratified.

Section 4. **Additional Nominations.** Additional nominations for membership upon the Board of Directors and additional nominations for any of This Chapter's offices may be made by the timely filing of a petition signed by either five percent of the total membership of This Chapter, or three Members of This Chapter, whichever is the greater. To be effective, each such nominating petition must be submitted to the Secretary of This Chapter at (or prior to) the business meeting of the Members at which the slate is requested to be voted upon or ratified.

Section 5. **Election of Officers and Directors.** At the business meeting of the membership at which ratification of the slate is requested, the Members of This Chapter shall receive the report of any Nominating Committee and any petitions making additional nominations for any office or additional nominations for a vacancy upon the Board of Directors.

Except as hereinafter provided in this Section, the Members shall then proceed to ratify:

(i) The officers of This Chapter for the succeeding term; and

(ii) The elected Members of the Board of Directors whose terms are to commence;

provided, however, that if This Chapter requires that such be made by means of a mail vote, or if the appropriate quorum is not achieved by such regular business meeting of the Members, then and in either such event the officers and directors to be elected shall be elected by a mail vote conducted by the Secretary as soon as practicable after such regular business meeting.

Section 6. **Notification.** Immediately after the completion of the ratification of officers and directors, the Secretary of This Chapter shall notify the Members of This Chapter and the International Executive Secretary of LAMBDA ALPHA as to the name and address of each officer and director of This Chapter.

## ARTICLE XII

### CHAPTER COMMITTEES

Section 1. **Nominating Committee.** This Chapter shall provide for a nominations process or a Nominating Committee in accordance with the rules set forth in Article XI of these Chapter By-laws.

Section 2. **Standing Committees.** This Chapter shall create the three standing committees or Chapter officer responsibilities hereinafter described and shall take all steps necessary to maintain such committees or officer responsibilities in accordance with the rules set forth in these Chapter By-laws. This Chapter may also create and maintain such other committees as it shall deem appropriate.

The three required standing committees or officer responsibilities of This Chapter shall be:

- (a) Chapter Membership Committee or Membership Officer to promote member recruitment;
- (b) Chapter Education Committee or Programs Officer to plan This Chapter's activities;
- (c) Chapter Public Relations Committee or Public Relations Officer to promote This Chapter. The public relations officer or scribe shall be a member of the LAI Public Relations Committee.

The size of the Committees or the work of the appointed Officers shall be at the discretion of the Board of Directors as circumstances warrant during the term of the Board.

Section 3. **Special Committees.** The President of This Chapter may create such special committees as he or she may deem appropriate. In making any appointment to a special committee, the President shall specify both the tenure of the members and the duties to be performed. The tenure of the members of a special committee may not exceed the term of the president who appoints such members.

Section 4. **Subcommittees.** Each committee of This Chapter may have one or more subcommittees which shall report to it.

## ARTICLE XIII

### RESTRICTION UPON THE POWERS OF THIS CHAPTER

Section 1. **General Limitation Upon This Chapter's Powers.** All actions taken by This Chapter that are not required, authorized or permitted by the express terms of these Chapter By-laws shall be voidable by the International Board of Governors of LAI.

Despite the foregoing, This Chapter may specify and provide for rules, practices and procedures distinct to This Chapter as are provided for in Schedule "B" attached hereto and forming part of this By-law and are not otherwise expressly prohibited herein.

Section 2. **Restriction Upon Committing LAI.** This Chapter shall not commit LAI to any financial obligation or to any other obligation whatsoever unless such commitment is authorized in

advance by the International Board of Governors or the International Executive Committee of LAI.

- Section 3. **Restriction Upon Speaking for or Acting in the Name of LAI.** This Chapter shall not speak for or act in the name of LAI without the prior approval of the International Board of Governors or the International Executive Committee of LAI .
- Section 4. **Restrictions Upon Speaking for or Acting in the Name of This Chapter.** Since LAI is a not for profit corporation that has been classified by the Internal Revenue Service of the United States as such, it is imperative that neither LAI nor any of its Local Chapters act in a manner that will jeopardize its status for tax purposes.
- Section 5. **Restriction Upon Use of This Chapter's Funds.** All funds of This Chapter shall be used to carry out the purposes of This Chapter as set forth in Article I of these Chapter By-laws and no funds of This Chapter shall be diverted from such purposes for the personal benefit of any Member or other individual. In the event of the dissolution of This Chapter, all funds of This Chapter shall immediately be transmitted to LAI. In such event, all such funds shall first be used to retire any indebtedness of This Chapter and the balance of such funds shall then be retained by LAI and used for its corporate purposes.
- Section 6. **Restriction Upon This Chapter's Letterheads, Banners and Public Relations Materials.** All of This Chapter's letterheads, banners and public relations materials which use a logo shall incorporate the LAI official logo.

## **ARTICLE XIV**

### **ESTABLISHMENT OF CHAPTER BUDGETS AND CHAPTER OPERATING AND SPECIAL RESERVE FUNDS**

- Section 1. **Annual Budget.** At its regular meeting in January or February each year, the Board of Directors shall consider the proposed operating budget prepared by the Treasurer and adopt an operating budget for the current year.
- Section 2. **Chapter Operating Fund.** This Chapter shall establish and maintain an operating fund that is sufficient, in its judgment, to cover the operating budget of This Chapter.
- Section 3. **Special Funds.** This Chapter may segregate on its books a portion(s) of the Chapter treasury for such purpose(s) as it may deem appropriate.

## **ARTICLE XV**

### **CHAPTER OPERATING REGULATIONS**

- Section 1. **Establishment of Local Chapter Operating Regulations.** In addition to the matters identified in Article XIII, Section 1 hereof, This Chapter may, following the adoption of these Chapter By-laws, adopt Chapter operating regulations not contrary to this By-law that set forth the make-up of its Board of Directors, the number and functions of its officers, the number and functions of its committees, the manner of conducting elections, the amount of its annual dues and the manner in which Chapter business (other than Chapter business regulated by these Chapter By-laws) is conducted.

**ARTICLE XVI**  
**AMENDMENT TO THE CHAPTER BY-LAWS**

Section 1. **Requests to Amend Chapter By-laws.** This Chapter may, at any regular business meeting or special business meeting called for this purpose, amend these By-laws subject to the laws of its local jurisdiction. Any such amendment or addition to Schedule "B" hereof shall forthwith be forwarded to the Executive Director of LAI for review and consideration.

Section 2. **Authorization.** At its sole discretion, the International Board of Governors of LAI may, at any regular or special business meeting of the Board, alter, amend or repeal Local Chapter By-laws, or comment upon Local Chapter variances or new Chapter By-laws. If any of the foregoing are initiated by the Board of Governors, written notice of proposed action shall be given to the affected Local Chapter at least thirty days prior to the date such action is considered by the Board of Governors.

Enacted and adopted this date.

**DATED** this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ in the  
\_\_\_\_\_ of \_\_\_\_\_, (State/Province/Etc.) \_\_\_\_\_ (Country).  
\_\_\_\_\_ Chapter.

\_\_\_\_\_  
*President*

\_\_\_\_\_  
*Secretary*

**CERTIFICATE OF SECRETARY**

The undersigned does hereby certify that:

1. I am the duly elected and acting secretary of the \* Chapter of LAI; and
2. The foregoing By-laws, comprising 12 pages, constitute the By-laws of said Chapter as duly adopted by action of the Members of said Chapter duly taken on \*, 20\*; and
3. The foregoing By-laws comply with the standard By-laws of LAI dated October 18, 2018, as the same may be amended, including variances awarded by the International Board of Governors of LAI.

IN WITNESS WHEREOF, I have hereunto subscribed my name this \*day of\*, 20\*

---

*Secretary*

## SCHEDULE "A"

### CLASSIFICATION OF MEMBERSHIP

**Active Member, LAI/Local Chapter:** A member who currently pays LAI AND LOCAL CHAPTER DUES.

**Active Member, LAI At-Large:** A member who currently pays LAI At-Large dues.

**Inactive Member:** A member who does not currently pay dues. Such inactive members do not have the option to be an active member of a local chapter.

**Retired Member:** A member of LAMBDA ALPHA who, regardless of years as an Active Member, has retired from significant income-producing involvement in work associated with land economics. Determination of retired status rests solely with the individual; and, a member who is in fact retired, but wishes to do so may continue to have Active Member status by paying active member dues.

**Emeritus Member:** A member who has maintained active status for twenty (20) years, has served in leadership positions at the Chapter or International level; and has retired from professional work associated with land economics. A nomination for Emeritus status may be made by vote of a Chapter's Board and/or by the International Board. The International Board of Governors shall ratify all Emeritus elections. There shall be no International or Chapter dues required for Emeritus Members.

**International Fellow of LAI:** An active member whose efforts have significantly advanced the purposes, organization, or growth of LAI. Only the International Board of Governors shall confer fellowship. The title of International Fellow is additive to any other category of membership except Honorary.

**SCHEDULE "B"**

**[Chapter Specific Rules, Practices and Procedures]**