

Approved by Membership  
February 21, 1990

BYLAWS OF THE  
HAMILTON COUNTY BAR ASSOCIATION

ARTICLE I.

Purposes

The purpose of this association shall be to improve the quality of professional service rendered by attorneys in Hamilton County, Indiana; to promote a better understanding by the public of the role of attorneys as counsellors, representatives and advocates; to work with the judges, prosecutors, and other government officials who adjudicate the rights of persons in Hamilton County, to improve the efficiency and quality of the adjudicative process, and to take such other action as may seem necessary and/or helpful to promote the welfare of the residents of Hamilton County, Indiana. It shall also be a purpose of this association to recognize publicly the accomplishments and contributions of its members in promoting the administration of justice, and the practice of law according to the highest ethical and professional standards.

ARTICLE II.

Composition and Membership

A. Any attorney admitted to practice before the Supreme Court of Indiana shall have the right to become a member of the Hamilton County Bar Association.

B. All member-attorneys having their principal office of practice or business in Hamilton County, Indiana, shall be regular members of such association. All members who are judges of courts in this county, if legally admitted to the Bar of the State of Indiana, shall also be regular members of such association.

C. Any member, other than a judge, who either (a) is not engaged in the active practice of law in Hamilton County, Indiana, or (b) has her or his principle office or business located outside of Hamilton County, shall be an associate member.

D. The annual dues of this organization shall be divided according to the type membership as follows:

1. Regular members, \$25.00 per year.
2. Associate members, \$15.00 per year

all payable in advance on or before the 1st day of January in any given calendar year.

E. Membership may be obtained upon request of a qualified applicant made in writing upon the business stationery of the applicant. The request for membership shall be made to the Secretary of the Association. Membership shall become effective upon receipt of the applicant's request and first dues payment.

### ARTICLE III.

#### Rights of Membership

Every regular member shall have the right to vote on any matters coming before the association for decision and to serve upon

committees and to be elected as an officer of the association. Associate members shall not have the right to such vote, nor may they be elected as an officer of the association, but they shall have the right to participate in any of the social activities of this association or to serve upon its committees.

#### ARTICLE IV.

##### Organization

A. Officers. The officers of the Hamilton County Bar Association shall be:

1. President. The President shall be the principle representative of the association and its chief executive officer. He shall preside at all meetings of this association and shall further appoint committees and take actions as may be elsewhere prescribed in these Bylaws.

2. Vice-President. The Vice-President shall perform such tasks as are delegated to him by the President and assume the duties of the President during the President's absence or disability.

3. Secretary. The Secretary shall have custody of all records and property of the association, other than the association's bank account(s) and financial records. He shall prepare a record of all business meetings of this association and the meetings of the Executive Committee and shall further prepare any record or correspondence required by the President.

4. Treasurer. The Treasurer shall have custody of the funds and financial records of the association. The Treasurer shall, in

cooperation with the other officers, prepare an annual budget, which shall be submitted to the association for approval during the last quarter of the year prior to the effective date of the budget. The Treasurer shall accept, account for and expend, pursuant to such budget, all funds derived from dues, fees or otherwise. An audit may be requested by any member. Such a request should be submitted in writing to the Secretary, who shall take the request to the Executive Committee for action.

B. Terms of Office and Election. Each officer shall be elected for a term of two years commencing on the 1st day of January following his or her election. Elections shall be held in open meeting at a convenient time as called by the President during the month of October in odd numbered years; provided, that no regular member shall be eligible to serve more than two (2) consecutive terms in any given office. In the event that any officer resigns from office, dies or become disabled or disqualified for office, a special meeting of the association may be called for the purpose of electing a replacement. Such special meeting may be called by any officer of the association.

C. Standing Committees. This association shall have the following standing committees, towit: Executive; Nominating; Judicial Liaison, Procedures and Forms; Continuing Legal Education; Ethical Standards; Social; Public Service; Public Relations; Records and Awards. Other than as provided for below, the members of these committees and the chairmen thereof shall be appointed and reappointed by the President for one year terms. The committees shall have the following characteristics:

1. Executive Committee. The officers of the association shall comprise the Executive Committee. The President shall preside at its meetings. It shall be authorized to act in the name of the association upon any matter other than the amendment of these By-Laws as to which, in the opinion of the Executive Committee, it is impractical to wait to obtain a decision at the next regular meeting of the association. The reports of all standing committees shall be made to the Executive Committee unless otherwise specifically required or permitted by these By-Laws. The Executive Committee may call special meetings of the association for any purpose and may, by unanimous vote, authorize the expenditure of funds beyond the limits set by the annual budget.

2. Nominating Committee. This Committee, which shall be comprised of at least five (5) regular members, shall recruit and nominate persons to be elected as officers and representatives of the association. This committee shall also make such recommendations as it sees fit regarding the creation of other offices, in addition to those presently provided for by these By-Laws. The Nominating Committee shall report directly to the association at a regular meeting thereof. No member of the Nominating Committee shall be nominated by such committee.

3. Judicial Liaison, Procedures and Forms. This committee shall be responsible for acting as the substantive and procedural liaison with the Court and the Clerk, in order to promote communication among the Courts, the Clerk, and the Bar. The chairman shall establish a schedule for the Committee to

regularly meeting with the Courts and the Clerk, to discuss and, where possible, improve procedures and forms pertaining to the administration of justice. The chairmen of the various sub-committees shall be members of this committee, along with any other members the Chairman shall appoint. The Vice-President of the Association shall be the chairman of this committee and an ex-officio member of each of its sub-committees. Each sub-committee shall be responsible for recommending procedures and forms within its area of practice. The committee shall be responsible for coordinating the overall efforts of the sub-committees. The standing sub-committees shall be:

Trial	Collections
Domestic	Small Claims
Probate	Legal Research, Computers &
Criminal	Equipment

4. Continuing Legal Education. This committee shall plan and conduct such programs of continuing legal education as seem necessary and helpful to this association. Any such program shall be submitted to the Executive Committee for its approval.

5. Ethical Standards Committee. This committee shall be composed of not less than five members, at least two of whom shall have practiced law in Hamilton County for fifteen years or more. The function of this committee shall be to promote the highest standards of professional ethics and honesty among attorneys practicing law in Hamilton County, by (a) rendering opinions when requested by the Courts or any member of the association on an ethical question or issue, and (b) receiving,

evaluating and seeking to resolve any complaint concerning the professional conduct of an attorney practicing law in Hamilton County, and rendering written opinions when appropriate, with regard to such complaints.

6. Social. The Social Committee shall plan and supervise social events for the benefit and enjoyment of the members of the association and their guests.

7. Public Service. The Public Service Committee shall set standards for and supervise all programs conducted in the name of the association involving the provision of legal services to any person. This shall include any Law Day program, and any program designed to refer persons to any lawyer or group of lawyers for professional legal services whether pro bono or otherwise.

8. Public Relations. This committee shall seek to promote an accurate and positive image of the association and its members to the public. It shall also plan and supervise any program conducted by the association for the education of the public concerning the legal system, the courts or lawyers. This committee shall also be responsible for identifying any recipients of donations or general public service which should be provided by the association.

9. Records and Awards. The Secretary shall be the chairman of this committee. The purpose clause of The Records and Awards Committee shall maintain the records of the Association and shall memorialize the activities, honors and contributions to the legal profession and the community of the members of the Hamilton County Bar Association.

D. Special Committees. The President of the association shall appoint such special committees as he deems necessary to carry out the purposes of this organization; and he shall designate the chairman of each such committee.

## ARTICLE V.

### Meetings of the Association

A. This association shall have not less than two (2) meetings each year, including the meeting held for the purpose of conducting elections; and such meetings shall be held upon the call of the President or, in the absence of the President, by the Vice-President of this organization.

B. The business portion of all meetings shall be conducted pursuant to the latest edition of Roberts' Rules of Order. For purposes of conducting business, twenty percent (20%) of the regular members shall constitute a quorum.

C. It shall be the duty of the presiding officer of this association upon the death of a regular member of said association to call an immediate special meeting by the most expeditious means possible, which meeting shall be held in one of the courtrooms of this county, and the business before such meeting shall be a eulogy to the late member, which shall be spread of record in the minutes of the Hamilton Circuit Court pursuant to order of said court.



ARTICLE VI.

Relations with other Bar Associations

A. General. Whenever consistent with the purposes stated in Arrticle I, this association and the officers hereof shall seek to cooperate with and support the activities of other bar associations throughout the State of Indiana.

B. Representatives. Bi-annually, from among its regular members, the association shall elect such delegates as it may be invited to provide to the Indiana State Bar Association. Such delegates shall each be elected for a term of two years. The election of these delegates shall take place in October in even numbered years, or at such other times as may be required to replace a delegate who has resigned, died, or become disabled or disqualified to fulfill such position.

ARTICLE VII.

Amendments

These Bylaws may be amended by submitting proposed amendment(s) to the Executive Committee in writing. If the Executive Committee deems such amendment worthy of consideration, then it shall bring the proposed amendment(s) before the next regular meeting for the purpose

of considering the same and shall submit the full text of such proposed amendment to the entire regular membership of this association together with the call of the meeting not less than ten (10) days prior to the time of said meeting. At such meeting the proposed amendment may be adopted by the majority vote of regular members in attendance thereat.