

**BYLAWS**  
**of**  
**THE YOUNG LAWYERS DIVISION**  
**OF THE**  
**HUDSON COUNTY BAR ASSOCIATION**  
**NEW JERSEY**

**As adopted December 1989**

**Amended to July 14, 2016**



## INTRODUCTION

The Bylaws of The Young Lawyers Division of The Hudson County Bar Association were initially approved by The Hudson County Bar Association Board of Trustees in December 1989.

The Bylaws were amended by the membership of The Young Lawyers Division of The Hudson County Bar Association on May 20, 1995 and approved by The Hudson County Bar Association Board of Trustees on May 21, 1995; and further amended by the membership of The Young Lawyers Division of The Hudson County Bar Association on January 13, 2010 and approved by The Hudson County Bar Association Board of Trustees on January 28, 2010; and further amended by the membership of The Young Lawyers Division of The Hudson County Bar Association on June 16, 2016 and approved by The Hudson County Bar Association Board of Trustees on July 14, 2016.

This re-print of the Bylaws complies with all amendments through July 14, 2016.

**BYLAWS**  
**of**  
**THE YOUNG LAWYERS DIVISION**  
**OF THE**  
**HUDSON COUNTY BAR ASSOCIATION**

**ARTICLE I**  
**NAME**

The name of the organization shall be The Young Lawyers Division of The Hudson County Bar Association. (The Young Lawyers Division shall hereinafter be referred to as “YLD”; The Hudson County Bar Association shall hereinafter be referred to as the “Association.”)

**ARTICLE II**  
**PURPOSE**

The purpose of the YLD shall be to stimulate the interest of new lawyers in the objects of the Association; to carry on activities that will be of assistance to new lawyers in the practice of law; to organize and encourage *pro bono* and community service involvement by all new lawyers; and to make reports and recommendations to the Association. Additionally, the YLD is to serve the Hudson County community and facilitate charitable events that will benefit the Hudson County community.

**ARTICLE III**  
**MEMBERSHIP**

The membership of the YLD shall consist of all General Members and Associate Members of the Association, as those terms are defined in Article III, Sections 2(a) and 3(a), in good standing who have paid current Association dues as determined by the Association, and who have been admitted to the practice of law in the State of New Jersey or any other jurisdiction within the past seven (7) years, and to Associate Members of the Association qualifying under Article III, Section 3(b) and 3(c), by being (i) a student who is enrolled in any law school accredited by the American Bar Association, and who resides in the County of Hudson, New Jersey, or (ii) a judicial law clerk for a Judge of the Superior Court of New Jersey or a Justice of the Supreme Court of New Jersey sitting in the County of Hudson, New Jersey.

**ARTICLE IV**  
**OFFICERS**

Section 1. The officers of the YLD shall be the President, the Vice President, the Treasurer, the Recording Secretary, and the Membership Secretary, each of whom shall be elected for a term of one (1) year to begin in January and until their successors shall be elected.

Section 2. *Duties of President.* The President shall be the chair of the YLD Executive Committee and chief executive officer of the YLD, and, subject to the powers of the Executive Committee (as hereinafter defined), shall have general charge of the affairs and management of the YLD. In addition to other duties and powers specified in these Bylaws, the President shall preside at all meetings of the YLD and the Executive Committee, shall supervise and make appointments to all committees, and perform such other duties and acts specified in these Bylaws and acts usually pertaining to this office. The President shall serve as a Trustee of the Association, and shall prepare and present at each monthly meeting of the Association a report of the work of the YLD for the past month.

Section 3. *Duties of Vice President.* The Vice President shall, in the absence of the President, perform the duties of the President and, in the event of the death, resignation, or disability of the President, shall succeed to that office. The Vice President shall perform such other duties as may be assigned by the President or the Executive Committee.

Section 4. *Duties of Treasurer.* The Treasurer shall be responsible for the record keeping of all YLD funds collected (usually with the assistance of the Association) at any YLD event and provide an accounting to the YLD President. The Treasurer shall, in the absence of the Vice President, perform the duties of the Vice President, and, in the event of the death, resignation, or disability of the Vice President, shall succeed to that office. The Treasurer shall also perform such other duties as may be assigned by the President or the Executive Committee.

Section 5. *Duties of Recording Secretary.* The Recording Secretary shall keep a true record of the proceeding of all meetings of the YLD Executive Committee and shall be the custodian of all non-financial books, records, documents, and other property of the YLD. The Recording Secretary shall be responsible for the preparation and/or revision of the YLD's Bylaws and shall have overall responsibility for public relations and the publicity attendant to all YLD events and affairs. The Recording Secretary shall, in the absence of the Treasurer, perform the duties of the Treasurer, and, in the event of the death, resignation, or disability of the Treasurer, shall succeed to that office. The Recording Secretary shall also perform such other duties as may be assigned by the President or the Executive Committee.

Section 6. *Duties of Membership Secretary.* The Membership Secretary shall keep an accurate list of all active YLD members and shall maintain a list of all individuals who attend any YLD event. The Membership Secretary shall, in the absence of the Recording Secretary, perform the duties of the Recording Secretary, and, in the event of the death, resignation, or disability of the Recording Secretary, shall succeed to that office. The Membership Secretary shall also perform such other duties as may be assigned by the President or the Executive Committee.

Section 7. *YLD Advisor.* The Second Vice President of the Association shall be the Advisor to the YLD. The YLD Advisor shall be available to assist the YLD as determined by the Executive Committee.

**ARTICLE V  
EXECUTIVE COMMITTEE**

Section 1.     *Membership.* The Executive Committee shall be composed of the President, the Vice President, the Treasurer, the Recording Secretary, and the Membership Secretary.

Section 2.     *Duties.* The Executive Committee shall have general supervision and control of the affairs of the YLD, subject to the provisions of the Constitution and Bylaws of the Association and these Bylaws.

Section 3.     *Meetings.*

(a) Regular Meetings. The Executive Committee may establish a regular meeting schedule, which shall be communicated to each member of the Executive Committee.

(b) Quorum. Three (3) members of the Executive Committee shall constitute a quorum. A majority vote of those members present and voting is necessary to approve all items of business except as otherwise provided in these Bylaws.

(c) Special Meetings. Special meetings of the Executive Committee may be called by the President or the Recording Secretary upon written request of three (3) members of the Executive Committee. The Executive Committee shall be given written notice of the time and place of such special meeting at least seven (7) days in advance.

Section 4.     *Vacancies.* The Executive Committee may fill, by majority vote, any vacancy on the Executive Committee with a member of the YLD who is in good standing, subject to the provisions of Article IV. The members so selected shall serve for the remainder of that term.

**ARTICLE VI  
ELECTION**

Section 1.     *Eligibility.*

(a) In order to be eligible for election as an officer of the YLD, a person must be a member of the YLD and qualify as a General Member of the Association, pursuant to Article III hereof, and in good standing for at least three (3) months prior to nomination to such position.

(b) A person must be eligible for membership in the YLD for the full term to which nominated.

Section 2.     *Solicitation of Nominations.*

(a) There shall be an Election Committee. The Election Committee shall be composed of three (3) members consisting of the President, the Advisor, and a third member of the Association to be appointed by the President. The President shall be the chair of the Election Committee.

(b) It shall be the duty of the Election Committee to solicit from the membership of the Association nominations for officers of the YLD. Nominations must indicate the office to which the person is nominated. It shall also be the duty of the Election Committee to contact each

prospective candidate to apprise that person of the duties of the office to which such person is nominated and to obtain the acceptance of the nomination by the person so nominated.

(c) Any person serving on the Election Committee shall not be eligible for nomination or election to any officer position.

(d) The Election Committee shall confirm that each person nominated is eligible to hold office, as set forth in Section 1 hereof.

(e) A member may accept nomination to and, in the event of a contested election, appear on the ballot for only one (1) office.

### Section 3.     *Elections*

(a) In the event there is no contest for an office, the nominee for that office shall be elected by acclamation.

(b) All members of the YLD also qualifying as General Members of the Association shall be eligible to vote in any YLD election.

(c) In the event more than one (1) person is nominated for an office, the Election Committee shall cause appropriate written ballots to be prepared. These ballots, containing the names of nominees of the contested positions and voting instructions, shall be mailed to each member of the YLD entitled to vote. The mailing of ballots shall take place at least ten (10) days prior to the November monthly meeting of the Board of Trustees of the Association, and ballots shall be required to be returned to the Association's office no later than the close of business three (3) days prior to the November monthly meeting of the Board of Trustees of the Association. Ballots may be sent to eligible YLD members by electronic mail or, in the event an eligible member's electronic mail address is unknown, by regular mail. Ballots may be returned by eligible YLD members by regular mail, electronic mail, facsimile, or by the eligible YLD member personally delivering the ballot to the office of the Association. Only one (1) ballot shall be returned by each YLD member, and as ballots are returned, the Election Committee shall insure the eligible member's casting ballot, but not the votes of the eligible member, are duly recorded. To permit the Election Committee to record the eligible members who vote, all ballots returned by means other than personal delivery by the voting YLD member shall be accompanied by the name of the eligible member casting the ballot, through either identifiable e-mail address (eligible member's name used as e-mail address or e-mail address on file with the Association), return address on the envelope, or facsimile cover sheet. The Election Committee may develop additional means of confirming the identity of eligible members voting in contested elections, but any means must insure the secrecy of the ballots cast by the eligible member.

(d) In the event of a contested election, candidates may prepare a one-page written statement addressed to the YLD membership. The candidates' statements shall be mailed to all eligible members with the ballots, as provided in subsection 3(c) hereof.

(e) Ballots shall be counted by the Election Committee on the last day ballots are to be returned, following the close of business, at the office of the Association, or such other place determined in advance by the Election Committee. Candidates shall have the right to be present at the time and place of the counting of ballots. The results shall thereafter be published to the membership of the Association.

(f) Each candidate for a contested position shall be elected upon receiving a plurality of the votes cast.

(g) In the event of a tie for a particular office, the Election Committee shall mail out run-off ballots to eligible YLD members with the names of the candidates receiving equal

number of votes for each position there is a tie. The mailing of ballots shall take place at least ten (10) days prior to the December monthly meeting of the Board of Trustees of the Association, and ballots shall be required to be returned to the Association's office by the means permitted by Section 3(c) hereof no later than the close of business three (3) days prior to the December monthly meeting of the Board of Trustees of the Association. The Election Committee shall thereafter count the run-off ballots and announce the results as prescribed in Section 3(d) hereof.

## **ARTICLE VII MEETINGS**

Meetings of the YLD membership may be called by the President or by a majority vote of the Executive Committee, or shall be called upon the written request of ten (10) members of the YLD. The purpose of the meeting shall be stated in the notice to the YLD membership. Except in cases of emergency, or as otherwise provided in these Bylaws, at least three (3) days' notice shall be given. Fifteen (15) members of the YLD shall constitute a quorum.

## **ARTICLE VIII COMMITTEES**

Section 1. *Establishment of Committees.* In addition to the Executive Committee and the Election Committee, there shall be such other standing or special committees of the YLD as are established by the Executive Committee. All committees of the YLD shall consist of a chairperson and six (6) members unless otherwise provided in these Bylaws or by the resolution creating the committee. The duties of all committees shall be set forth in the resolution creating them.

Section 2. *Committee Membership.* The chairperson and members of all committees shall be appointed by the President and shall serve for the term of one (1) year and until their successors are elected or appointed unless otherwise provided in these Bylaws or in the resolution creating the committee. All chairpersons and at least four (4) members of YLD committees created by the Executive Committee shall be members of the YLD, unless otherwise provided in the resolution creating the committee. Vacancies in the membership of any committee resulting from resignation, death, or other cause shall be filled by the President for the un-expired term. The President shall be an *ex officio*, non-voting member of all committees, and shall have the authority to remove, for cause, any member of a committee during the term of office of such committee member.

Section 3. *Committee Meetings.* Meetings of each committee shall be held upon call of its chairperson or upon call of the President.

Section 4. *Committee Reports.* Except as otherwise specified in these Bylaws, the reports of all committees shall be in writing and contain the views of the majority of the committee members and the views of the minority thereof, if any. The reports shall be submitted

to the Executive Committee by the committee members for a vote thereon and shall indicate the number adopting each view.

## **ARTICLE IX AMENDMENTS TO THE YLD BYLAWS**

Section 1. The Executive Committee may propose, by majority vote, proposed amendments to these Bylaws. A proposal to amend these Bylaws may also be made by a petition of ten percent (10%) of the members of the YLD who qualify as General Members of the Association. Any proposed amendment shall be submitted to the membership of the YLD by the Recording Secretary, together with ballots and voting instructions by regular mail. YLD members also qualifying as General Members of the Association shall be entitled to vote on proposed amendments to these Bylaws. All ballots shall be returned to the office of the Association not later than fifteen (15) days from date of mailing of the proposed amendment, ballot, and voting instruction. Ballots may be returned in the same manner as ballots for YLD officer elections, as set forth in Article VI, Section 3(c) hereof. The President shall appoint a special committee to receive and count the ballots on the date ballots are due, and shall decide any controversy relating thereto. The results of the balloting shall be announced within one (1) business day from tabulation of the ballots. A proposed amendment shall be adopted if two-thirds (2/3) of the ballots received vote favorably thereon.

Section 2. Amendments to these Bylaws shall not take effect until they have been approved by the Board of Trustees of the Association.

## **ARTICLE X AUTHORITY**

The YLD shall be organized and conducted in all respects subject to the Constitution and Bylaws of the Association. No action of the YLD, the Executive Committee, or any committee established under the authority of these Bylaws shall be construed to be the Association's policy, unless expressly adopted by the Board of Trustees of the Association. The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the YLD in all cases to which they are applicable and in which they are not inconsistent with these Bylaws or the Constitution and Bylaws of the Association, or any special rules of order the YLD may adopt.