

INSTITUTE OF TRANSPORTATION ENGINEERS RIVERSIDE-SAN BERNARDINO SECTION

BY LAWS

ARTICLE I - MEMBERSHIP

Section 1.1 - Membership of the Section shall consist of those Institute members meeting the requirements specified in the Section Charter. Section affiliates shall be limited to those persons who meet the requirements of Section 3.3 of the Section Charter.

Section 1.2 - All applications for Section affiliate, except by engineering students, shall include as reference the names of not less than five persons to whom the candidate is personally known, at least three of whom shall be Institute members, and the remainder shall be members of the Founder Engineering Societies or persons of recognized reputation in transportation. All applications for Section affiliate by a student shall be certified by a faculty member at the engineering school attended by the applicant. The Section executive Board may waive these reference requirements.

Section 1.3 - The Vice President shall process Section affiliate applications, including securing confidential reports from the applicant's references, as required. The Vice President shall forward the application, the applicant's experience record and all confidential reports from the references, together with a recommendation to the Section Executive Board, for final action.

Section 1.4 - Prior to final action by the Section Executive Board, the members of

the Section shall be notified of the name, address, and occupation of each applicant for Section affiliate either by mail or by announcement in the Section publication.

Section 1.5 - Election of Section affiliates shall be by majority vote of the Section Executive Board.

Section 1.6 - Any Institute member or any Section affiliate may resign from the Section by written communication to the Section Executive Board.

Section 1.7 - Any Institute member or Section affiliate whose Section dues are more than one year in arrears shall be dropped from Section affiliation by the Section Executive Board and the unpaid dues shall become an obligation to be paid before the delinquent can be restored to good standing in the Section.

Section 1.8 - Any Institute member whose Institute membership has been forfeited shall also forfeit membership in the Section, and will be eligible to reapply for membership in the Section only if reinstated to membership in the Institute. Any Institute member who is placed on inactive status by the Institute Board of Direction shall also be placed on inactive status by the Section Executive Board.

Section 1.9 - The Section Vice-President should annually review the qualifications of Section affiliates. As soon as any Section affiliate meets minimum qualifications for Institute membership,

the person shall be so notified.

Section 1.10 - Any Section affiliate who advertises, uses, or attempts to use identification with the Institute in any manner whatsoever, with intent to derive personal gain therefrom, shall forfeit affiliation with the Section.

Section 1.11 - The Section Executive Board shall consider the expulsion of any Section affiliate (a) upon information coming to its notice, or (b) upon request of five or more members, or (c) upon recommendation of the Section Membership Committee. The Section Executive Board shall thereupon follow the procedure set forth in the Institute Constitution and Bylaws.

Section 1.12 - Any Section member designated as an Honorary member of the Institute of Transportation Engineers shall automatically become a Section Distinguished Member. In addition, the Section Executive Board may designate up to five additional members as Section Distinguished Members based on long standing service to the Section, profession, and community. Any retired individual so honored shall have their annual dues to the Section waived.

ARTICLE II - FEES, DUES, AND ASSESSMENTS

Section 2.1 - The fiscal year of the Section shall be from July 1 to June 30.

Section 2.2 - Fees and annual dues schedule of the Section may be established by the Section Executive Board. Institute members not required to pay Institute dues shall not be required to pay Section dues.

Section 2.3 - Members of other ITE Sections who relocate to the Riverside-San Bernardino Section shall not be required to pay any additional dues in the current year if they have paid dues previously to another Section.

Section 2.4 - The Executive Board shall annually establish a fee for mailing the monthly newsletter to non-section members. The Executive Board however, may waive the mailing fee to organizations or individuals at their sole discretion.

ARTICLE III - OFFICERS AND EXECUTIVE BOARD

Section 3.1 - The elected offices of the Section shall include a President, a Vice-President, a Treasurer and a Secretary (or a Secretary-Treasurer). Officers shall be elected at the Annual Section Meeting and will assume office at the beginning of the fiscal year.

Section 3.2 - The terms of President, Vice-President, Treasurer and Secretary (or Secretary-Treasurer) shall be for one year. No officer shall reoccupy the same elective office for more than one full consecutive term.

Section 3.3 - The Executive Board shall consist of the elective officers and most immediate Past President whose term has most recently expired and who is still a resident within the Section. Any three members of the Executive Board shall constitute a Quorum.

Section 3.4 - In addition to the elective officers identified in Section 3.1, it is recommended that a Student Chapter Faculty Advisor(s), appointed by the

Student Chapter, and a Student Chapter Professional Liaison(s), appointed by the Section President, serve as "ex-officio, non-voting" members of the Section Executive Board. Both positions are appointed on January 1 of each year and approved by the District Board of Direction at the mid-year Board meeting.

Section 3.5 - In the event of a vacancy occurring in the office of President, the unexpired term shall be filled by the Vice-President. In the event of a vacancy occurring in the offices of Vice-President, Treasurer or Secretary (or Secretary-Treasurer), the Executive Board shall appoint a member to fill the unexpired term.

ARTICLE IV - DUTIES OF OFFICERS

Section 4.1 - The President shall preside at all meetings of the Section, shall appoint chairpersons of all committees, shall serve as the Section representative to the District and shall perform all other duties ordinarily devolving upon the office of President. He/she shall submit an annual report to the District 6 Board of Direction describing the Section activities as specified in the Charter.

Section 4.2 - The Vice-President shall, in the absence or incapability of the President, perform the duties of that office. He/she shall be responsible for arranging the program for Section meetings. He/she shall assist the President in coordinating activities of the Section and shall accept such duties as the President designates. He/she shall process all Section affiliate applications as noted in Article I, Section 1.3 and annually review their qualifications as

noted in Section 1.9 of the same Article.

Section 4.3 - The Treasurer (or Secretary-Treasurer) shall collect and be custodian of all funds of the Section. He/she shall prepare any reports concerning the Section's fiscal affairs, which may be required by ITE Headquarters or District 6. He/she shall pay out said funds when properly approved by the President and shall keep an itemized account of receipts and expenditures and shall perform all other duties ordinarily devolving upon the office of Treasurer (or Secretary-Treasurer).

Section 4.4 - The Secretary (or Secretary-Treasurer) shall keep the minutes of the Section meetings; shall keep complete roll of membership; shall handle necessary correspondences; shall regularly submit to the Editor of the District publication (WesternITE) a resume of meetings and technical sessions as well as Section and member activities.

ARTICLE V - NOMINATION AND ELECTION OF OFFICERS

Section 5.1 - The Executive Board shall annually set the date for election of officers. This date shall coincide with a regular meeting of the section and shall occur prior to the end of the fiscal year.

Section 5.2 - The President shall appoint a Nomination Committee composed of three voting members who are not officers. The Nominating Committee shall nominate one or more qualified candidates for each office. The Vice President shall be one of those nominated for President. The Treasurer (or Secretary-Treasurer) shall be one of

those nominated for Vice President. The Secretary shall be one of those nominated for Treasurer. The nominations shall be presented to the Section Membership at the meeting preceding the annual election. Nominations may be made from the floor at the time of the meeting.

Section 5.3 - Not later than three weeks prior to the election date, the Secretary (or Secretary-Treasurer) shall send to each eligible voter a final ballot listing the candidates nominated for offices. Final ballots shall be returned by eligible voters to the Secretary no later than the election date. The candidate receiving the highest number of votes for each office shall be declared elected. In case of tie, the Executive Board shall choose between the candidates.

ARTICLE VI - GOVERNMENT

Section 6.1 - The government of the Section shall be vested in its Executive Board.

Section 6.2 - The Executive Board shall establish policies for the operation of the Section in conformity with the provisions of the Institute Constitution, District Charter and Bylaws, and Section Charter.

Section 6.3 - The Executive Board shall meet at the Annual Meeting and at such other times and places as the President may determine.

Section 6.4 - The Executive Board shall act upon all proposals received from its Committees or members on matters intended as policies, standards or recommendations of the Section. Approval by a majority of the membership shall be required before

Section policies, standards, or recommendations shall be official statements.

Section 6.5 - The President shall be an ex-officio member of all committees, except the nominating committee.

Section 6.6 - Prior to the District Annual Meeting, the President shall appoint chairpersons of committees. Committees shall be established by the Executive Board or as required by the Institute or District.

Section 6.7 - The President may appoint one or more members to serve on non-ITE committees of local, state or regional significance.

ARTICLE VII - SECTION MEETINGS

Section 7.1 - Not less than four meetings of the members of the Section shall be held in any fiscal year. Only one Annual Meeting of the Section shall be held in any fiscal year, at a time and place approved by the Executive Board. In general, the Annual Meeting will be the last meeting of the Section prior to the District 6 meeting of the Institute of Transportation Engineers.

Section 7.2 - A report of the financial condition of the Section and reports of the officers and committees shall be presented at each Annual Meeting.

ARTICLE VII - VOTING AND VOTING ELIGIBILITY

Section 8.1 - Voting for officers, for amendments to these Bylaws, for petitions to amend the Charter, and for

other matters which affect the relationship of the Section to the District shall be by secret ballot.

Section 8.2 - Voting procedure shall conform to those outlined in the District 6 Bylaws.

Section 8.3 - Only members of the Section whose Section dues are current shall be eligible to vote.

ARTICLE IX - AMENDMENTS

Section 9.1 - Proposals to amend these Bylaws or to petition amendments to the Charter may be made by resolution of the Executive Board or by written petition signed by at least five percent of eligible voting members.

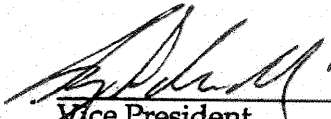
Section 9.2 - These Bylaws shall be amended only after the proposed amendment has been submitted in writing to the Executive Board of the Section at least 45 days in advance of the date at which action is proposed. The Executive Board shall submit the proposed change to the membership as provided in the Charter

Section 9.3 - All amendments must be approved by the District 6 Board of Direction of the Institute of Transportation Engineers and shall become effective after written approval from the District Board of Direction has been received by the Section President.

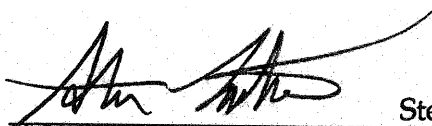
Approved By:
Riverside-San Bernardino Section,
December 15, 2009



President Dermis Acuna

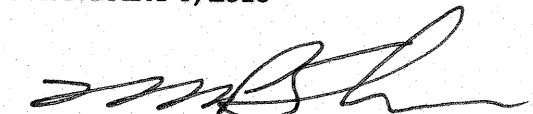
 12/15/09

Vice President Craig Schneider



Secretary-Treasurer Steve Latino

APPROVED BY THE DISTRICT 6
BOARD OF DIRECTORS ON
FEBRUARY 5, 2010



IIE District 6 President