



**GEO-
INSTITUTE**
St. Louis Chapter



St. Louis Chapter of the Geo-Institute Bylaws (Approved November 15, 2023)

Article I: Name and Objectives

Section 1. The name of this organization shall be the St. Louis Chapter of the Geo-Institute (STLGI), of the American Society of Civil Engineers (ASCE). Hereafter called “the Geo-Institute Chapter” or STLGI.

Section 2. The objective of the Geo-Institute Chapter shall be the advancement of the science and profession of engineering in a manner consistent with the purpose of the American Society of Civil Engineers. It is the Mission of the STLGI of the ASCE to: “Openly foster, through collaborative interaction and ongoing dialogue, enhanced coordination and cooperation between geotechnical engineers, planners, and practitioners. In full recognition of the degree to which contemporary geotechnical engineering projects are geologically diverse and complex, a multi-resource platform of collaboration and information exchange is essential; the STLGI is intended to nurture, promote and **cultivate relationships among the geotechnical community**.”

Section 3. The actions of the Geo-Institute Chapter shall be consistent with the provisions as set forth in the Constitution and Bylaws of the ASCE St. Louis Section.

Article II: Membership

Section 1. Membership is open to all members of the American Society of Civil Engineers or the Geo-Institute, who subscribe to the rules of the Geo-Institute Chapter and who have satisfied current dues requirements of the Section(s) and the Geo-Institute Chapter.

Article III: Dues and Finances

Section 1. No Additional dues will be collected by the STLGI for involvement in STLGI.

Section 2. The St. Louis Section of ASCE shall hold the finances of the STLGI.

Article IV: Officers

Section 1. The officers of the Geo-Institute Chapter shall be Chair, Vice Chair, Secretary / Treasurer, who with the latest active resident Past-Chair shall constitute a Board of Directors in which the government of the Geo-Institute Chapter shall be vested.

Section 2. All officers shall be elected for terms of two year, which terms shall begin at the close of the Annual Meeting and continue until their successors are elected and assume the offices. Specific roles and responsibilities of the Officers are provided below:

Chair: The Chair shall represent the Chief Executive Officer of the organization and shall provide overall business, strategic, and political direction to the STLGI. The Chair will represent the STLGI in all official business capacities and serve as the liaison with the St. Louis Section of the ASCE and the national GI. The Chair will hold the duty of calling and presiding over all Officer, Board of Directors, and Membership meetings. The Chair is responsible for the preparation and submittal of the STLGI Annual Report to the GI and St. Louis Section of the ASCE by September 1 of each year; with the Annual Report describing all of the activities of the STLGI in the preceding year.

Vice Chair: The Vice Chair responsibilities shall not be restricted solely to an in-absentia position to the Chair, but will assume an active role in the development, strategic direction, and growth of the organization. In the event of certain necessities, the Vice Chair shall perform all of the duties of the Chair (as directed by the Chair). The Vice Chair and Secretary shall jointly serve as the Program Coordinators for all programs developed and administered by the STLGI.

Secretary/Treasurer: The Secretary/Treasurer shall hold the responsibility of organizational documentation and membership validity. The Secretary shall maintain the membership list, prepare and submit meeting notices, prepare and submit meeting minutes, and oversee the election process of the organization. The Secretary/Treasurer will have direct contact with the St. Louis Section of the ASCE. The Secretary/Treasurer shall report directly to the Chair.

Section 3. Officers must meet ASCE and Geo-Institute requirements.

Section 4. A vacancy in the office of Chair shall be filled by the Vice Chair. Other vacancies shall be filled for the unexpired term by appointment by the Board of Directors.

Section 5. The duties of officers shall be those usual for such officers.

Section 6. At meetings of the Board of Directors, three members shall constitute a quorum.

Article V: Nomination and Election of Officers

Section 1. The Nominating Committee shall consist of not less than three members appointed by the Board of Direction.

Section 2. The Nominating Committee shall choose one or more candidates for election to each office.

Section 3. The Secretary shall send a letter ballot or email, containing a list of official nominees and a space for a write-in vote for another candidate for each office, to each member of the Geo-Institute Chapter at least 14 days previous to the June Committee meeting. Election may be by ballot or a voice vote at a noticed meeting.

Section 4. New Officer-elects, shall be invited to all Officer and Board of Director meetings during the pendency of their upcoming tenure, which commences on September 1.

Article VI: Meetings

Section 1. Meetings shall be held on such date and at such place as the Board of Directors designate. The annual meeting shall be set by the Board of Directors, but shall be held as close to the first Wednesday in September (before or afterward) as practical.

Section 2. All business meetings shall be governed by Robert's Rules of Order, Newly Revised, except as provided in local Institute rules.

Section 3. Meetings shall be held on such date and at such place as the Board of Directors designate.

Article VII: Committees

Section 1. The Chair each year shall appoint committees as needed to operate the STLGI.

Article VIII: Amendments

Section 1. These Bylaws may be amended only by a 20-day notice to the Geo-Institute Chapter membership and a majority vote of those in attendance at a given meeting or an email ballot.