

# **BADC IP BY-LAWS**

*Revised Oct. 2022. Approved Dec. 2022.*

## **I. NAME AND JURISDICTION**

### **A. NAME**

The name of this Section shall be the Intellectual Property Law Section of The Bar Association of the District of Columbia.

### **B. JURISDICTION AND PURPOSE**

The purpose of this Section shall be to promote the objects of the Association in the field of intellectual property law. The Section shall have jurisdiction over all matters of procedure and practice in the fields of intellectual property law.

## **II. OFFICERS, COMMITTEE CHAIRS, AND MEMBERSHIP**

### **A. MEMBERSHIP**

Any member of the Association may be enrolled as a member of this Section.

### **B. OFFICERS**

The Officers of this Section shall be a Chair, a Chair-Elect, and a Secretary.

### **C. COMMITTEE CHAIRS**

There shall be at least six Committee Chairs, to be chosen by the Chair, Chair-Elect, and Secretary. The Chair, Chair-Elect, Secretary, and the immediate past Chair, shall all serve with Committee Chairs as a governing body to transact business of this Section.

### **D. OFFICERS' TERMS**

The Chair-Elect and Secretary shall be nominated and elected as hereafter provided and such Officers shall hold office for a term beginning at the close of the Section Annual Meeting, the meeting at which they shall have been elected, and ending at the close of the next succeeding Section Annual Meeting, or until their successors shall have been elected and qualified.

### **E. SUCCESSION OF CHAIR**

At the end of their term, the Chair-Elect shall automatically assume the office of Chair and become the Section representative on the Board of Directors of the Association.

### **F. COMMITTEE CHAIRS' TERMS**

Committee Chairs shall be chosen for a period of one year starting at the Section Annual Meeting. The Chair, Chair-Elect, and Secretary may agree by majority vote to remove and/or replace a Committee Chair for good cause (e.g., lack of participation or effort).

### III. NOMINATIONS AND ELECTION OF OFFICERS

#### A. ELECTION OF OFFICERS

The Chair, Chair-Elect, Secretary, and Immediate-Past Chair shall nominate, by majority vote, a Chair-Elect and Secretary from those members then enrolled in the section. If they so desire, the Secretary can be nominated for the position of Chair-Elect. If a candidate declines the position, a replacement shall be selected for the vacant officer position by a majority vote of the outgoing Chair, Chair-Elect, and Secretary. The so-determined slate of Officers shall be presented to the Section for election during the Section Annual Meeting. If an officer position becomes vacant or action binding on the Section must be taken, a majority vote on a replacement member by the remaining Officers will decide the issue.

#### B. SELECTION OF COMMITTEE CHAIRS

Shortly after the Section Annual Meeting, the Chair, Chair-Elect, and Secretary shall elect, by majority vote, new Committee Chairs.

### IV. DUTIES OF OFFICERS

#### A. CHAIR

The Chair shall preside at all meetings of the Section. The Chair shall perform such other duties and acts as usually pertain to this office.

#### B. CHAIR-ELECT

The Chair-Elect shall attend generally to the business of the Section. Upon the death or resignation, or during the absence or disability of the Chair, or upon the Chair's refusal to act, the Chair-Elect shall become Chair, and shall continue to hold the office of Chair-Elect until a successor is elected to fill that office in the next Section Annual Meeting.

#### C. SECRETARY

The Secretary shall be the custodian of all books, papers, documents and other property of this Section. The Secretary shall keep a record of the proceedings of all meetings of the Section, which record shall be transmitted to the Bar Association. The Secretary, in conjunction with the Chair, shall attend generally to the business of the Section.

### V. SECTION MEETINGS

#### A. REGULAR, ANNUAL AND SPECIAL SECTION MEETINGS

The Section shall hold an annual meeting of the Section.

#### B. QUORUM

At any meeting of the Section, the presence, in person or by phone or video, of two Officers shall be necessary to constitute a quorum for the transaction of business.

C. ORDER OF BUSINESS

At each regular, annual and special meeting of the Section the order of business shall be as directed by the Chair or the presiding Officer.

D. PARLIAMENTARY RULES

The practice contained in “Roberts’ Rules of Order,” as revised, shall govern the Section in all cases to which they are applicable and in which they are not inconsistent with the Bylaws or the special rules of order of the Section.

VI. MISCELLANEOUS PROVISIONS

A. FISCAL YEAR

The fiscal year of the Section shall be the same as that of the Bar Association of the District of Columbia.

B. EXPENSES AND COMPENSATION

Any expenses of the Section shall be approved in writing by the Chair, Chair-Elect, and Secretary before such expenses are agreed to or incurred. No salary or compensation, other than reimbursement for preapproved expenses, shall be paid to any Officer or member of the Council. Every event shall have the objective of being cash neutral or positive.

C. RESOLUTIONS, AMICUS BRIEFS, AND LEGISLATIVE ISSUES

Any resolution, submission, amicus brief, or legislative input on behalf of the Section must be authorized and approved in writing by a majority of voting members who respond in a reasonable time to a written communication soliciting their vote, before submission to any government or administrative agency or court. If the submission relates to intellectual property, prior approval by the Board of the Bar Association of D.C. is not required but the submission will be reported by the Chair of the Section to the President of the Association and, if so directed, to the Board.

D. AMENDMENTS

These Bylaws can be amended at any Annual Meeting of the Section or at any special meeting called for that purpose, but must be approved by the Association. If the Chair, Chair-Elect, and Secretary have approved a proposed amendment, the amendment may be adopted by a majority vote of the Section members present and voting at a section meeting. If the proposed amendment has been disapproved by the Officers and Committee Chairs, its adoption shall require a two-thirds vote of the Section members.