

BuildSafe New Jersey

CONSTITUTION AND BY-LAWS

ARTICLE I: NAME

The name of the entity shall be BuildSafe New Jersey

ARTICLE II: GOALS

BuildSafe New Jersey is dedicated to furthering construction safety in the state of New Jersey.

It is the intent of this organization to devote its efforts towards the protection of life and property.

ARTICLE III: MEMBERS

A. Classification: Membership in the organization shall be categorized into two classifications: voting and non-voting:

1. Voting Memberships:

(a) Charter Member: shall be the Founding Members of the organization and are listed as follows:

(b) Organizational Member: shall be an individual or individuals sponsored by a company or organization involved in construction and/or construction safety.

(c) Individual Member: shall consist of any person who is actively engaged in construction safety, not employed by a construction company.

2. Non-Voting Membership:

(a) Associate Member: shall consist of any person who is not actively involved in construction safety nor is sponsored by a company or organization but is interested in the welfare of construction safety and of this organization.

ARTICLE IV: OFFICERS

A. There will be a President, Vice-President, Treasurer and Secretary.

B. Duties of Officers:

1. These officers shall perform the duties prescribed by these bylaws and the parliamentary authority adopted by the organization.

2. Officers are not permitted unreported absences.

3. Officers of the organization shall be elected for a period of one year beginning on the fourth Thursday of June each year.

4. The elected officers and members of the executive committee shall hold office until their respective successors have been duly elected and/or appointed.

President

- a. Preside at all meetings of the organization.
- b. Appoint all subcommittees.
- c. Verify all checks with the Treasurer for authorized expenditures.

Vice President

- a. Accept duties as assigned by the President
- b. Preside in the absence of the President
- c. Assist in the creation of an organizational budget.

Treasurer

- a. Receive and maintain all funds
- b. Disburse monies by check to be verified by the president upon receipt of bills due.
- c. Present all unbudgeted bills to the executive committee for approval.
- d. Prepare a proposed budget covering operating expenses.

Secretary

- a. Make and preserve a record of the proceedings from the General meetings and executive committee meetings.
- b. Issue notices of all meetings.
- c. Maintains a list of current members.
- d. Conduct the general correspondence of the organization.

C. Nominations & Nomination of Officers:

1. The president shall appoint a nominating committee, consisting of a Chair and two (2) members, at the March meeting each year. The duties of this committee shall be the preparation of a slate of officers for the ensuing year.
2. The nominating committee shall present a slate of officers at the regular meeting in May of each year.
3. Nominations may be made from the floor at the May meeting.
4. All nominations from the May meeting must be distributed by the secretary to the members not less than two weeks before the election.

D. Elections:

1. Election and installation of officers will be held at the regular June meeting.
2. Every voting member of the organization in good standing is authorized to cast one vote.

E. Term Limits & Length of Service:

There shall be no limit on the number of consecutive terms an officer may serve If duly elected.

ARTICLE V: MEETINGS

A. Date of Regular Meeting

Membership meetings of the organization shall be held on the second Friday of each month, unless otherwise ordered by the Organization. The time and place of such meetings are to be chosen by the executive committee. However, the president may, at his discretion, dispense with the regular meetings in the months of July and August.

B. Calling of Special Meetings:

Special Meetings may be called at the discretion of the President with two-week notification to members.

C. Quorum:

For the transaction of business, twenty five percent of the voting members (25%) but not less than eight (8) (whichever is greater) of the voting members in attendance shall constitute a quorum.

ARTICLE VI: COMMITTEES

A. Executive Committee:

1. The governing body of this organization shall be the executive committee, which shall consist of the immediate past president, president, vice president, secretary, treasurer and the chairmen of the standing committees.
2. No more than two organizational members from the same company or organization shall serve on the Executive Committee at any time.
3. The executive committee shall be responsible for the entire management of the organization, and shall establish all rules and regulations necessary to the conduct of its business. Only charter, organizational or individual members in good standing will be eligible for Nomination to Office.
4. The executive committee shall establish all rules and regulations necessary to the conduct of its business.
5. Executive Committee meetings shall be determined by the Executive Committee.
6. The executive committee shall appoint the Chair of all committees.
7. Standing Committees shall consist of Membership and Finance.
8. Other Committees may be established at the discretion of the Executive Committee.

ARTICLE VII: PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Roberts Rules of Order Newly Revised shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the organization may adopt.

SECTION VIII: AMMENDMENTS TO BY-LAWS

A. These by-laws may be amended by two-thirds vote of the voting members present at any regular meeting. Such proposal to amend must be made in writing, signed by at least five voting members in good standing and submitted at a regular meeting. Thereafter such amendment or amendments shall be acted upon at the next regular meeting.

B. The Secretary shall provide a formal Notification of Intent to change the By-Laws either in the regular meeting minutes or by separate correspondence a minimum of two weeks prior to the next regular meeting.

SECTION XVI: ADOPTION OF BY-LAWS

These by-laws shall go into immediate effect upon their adoption.
Respectfully Submitted,