

**By-Laws of
The National Capital Area Chapter of the
United States Association for Energy Economics**

Article I: Name

The organization shall be named the National Capital Area Chapter-United States Association for Energy Economics (USAEE).

Article II: Objectives

The objectives and activities of the National Capital Area Chapter, as set forth in these by-laws, shall be consistent with those of the USAEE organization by-laws, namely:

1. a. To provide for the mutual association of persons interested in energy economics in order to create a forum for professional discussion.
b. To provide a means of professional communication and exchange of experience and ideas among persons interested in energy economics.
c. To sponsor programs, publications and/or conduct such other activities as are appropriate for a non-profit professional society and foster the professional development and integrity of the members.
2. These objectives may be furthered by professional means, including but not limited to:
 - a. Professional meetings and conferences.
 - b. Information services.
 - c. Technical publications.
3. The term "professional" as used herein does not imply an attempt at certification or determination of qualifying standards for the practice of energy economics. The term is used to denote the professional concerns of members of a learned society.

Article III: Membership

1. Membership in the National Capital Area Chapter shall be accomplished by completion of a written application and upon payment of the first year's Chapter fees and dues.
2. Any person interested in the economics of energy and willing to pursue the objectives of the Association is eligible for membership in the National Capital Area Chapter.

Article IV: Entrance Fees and Dues

1. Each Chapter member shall pay such fees and annual dues as may be determined by the Chapter Executive Council.
2. Funds may be collected by the National Capital Area Chapter from the sale of publications of energy related information and materials.
3. Notice of the annual dues for members of the National Capital Area Chapter will be announced by the Treasurer in October of each year for the following year's dues. Any Chapter member whose dues remain unpaid by the first day of March shall be notified by the Treasurer. If dues remain unpaid by May 1, said member shall cease to be a member of the Chapter.
4. If the National Capital Area Chapter is notified of a member's suspension from the USAEE, said member, if a member of the National Capital Area Chapter, will also be suspended from Chapter membership.
5. Chapter members suspended for non-payment of fees and dues, may be reinstated upon payment of such fees and dues, or if suspended for other cause, may be reinstated by application to the Executive Council.

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Article V: Resignation and Expulsion

1. A member may resign by writing to the Secretary, and his/her resignation shall not be accepted until any indebtedness to the National Capital Area Chapter shall be discharged, including dues for the current year if said resignation is after March 1.
2. The Executive Council may reinstate the membership held immediately prior to resignation any former member of the Chapter who resigned in good standing.
3. Any Chapter member may be suspended or expelled for cause by a vote of two-thirds of the Executive Council.

Article VI: Elected Officers and Their Duties

1. The elected officers of the National Capital Area Chapter shall be a President, a Vice President, a Secretary, a Treasurer and at least five (5) At-Large Members of the Executive Council, elected for one-year terms by the full Chapter membership. Said officers will also be voting members of the Chapter Executive Council.
2. The President shall be the chief executive officer of the Chapter, performing all duties required by the by-laws, or if not therein specified, by the Executive Council. The President, and in his/her absence, the Vice President, will preside over the general meetings of the Chapter and also the meetings of the Executive Council.
3. The Vice President shall assist the President and carry out such duties as may be assigned by the President. In the event of the incapacity of the President to serve as determined by a three-fourths vote of the Executive Council, or the resignation of the President, the Vice President shall assume the office and perform the duties of the President for the remainder of the President's term.
4. The Treasurer shall manage the funds of the National Capital Area Chapter, keep dues records, collect dues and other moneys and deposit same in a bank approved by the Executive Council, issue checks for disbursements, keep accounting records and prepare reports of the financial condition of the Chapter. The Treasurer shall keep records available for review by the Executive Council and such independent audits as the Executive Council may request. Disbursements will be made under guidelines approved by the Executive Council.
5. The Secretary shall keep the records of the Chapter, including preparation of minutes of the general meetings and the meetings of the Executive Council.
6. Each officer, including the Members At-Large, shall perform other duties as may be assigned by the President or by the Executive Council.

Article VII: Executive Council

1. The Executive Council shall manage the affairs of the National Capital Area Chapter and maintain liaison with the USAEE. The Council shall call and organize meetings, invest and administer the funds of the Chapter, establish and appoint ad-hoc Committees, and conduct other related business as necessary.
2. The President, Vice President, Secretary, Treasurer and Members At-Large, all elected by the full membership, shall constitute the voting members of the Executive Council.
3. Meetings of the Executive Council may be held at such times and places as are necessary to carry on the business of the Chapter, with a minimum of one meeting per quarter.
4. A majority of the voting members of the Executive Council shall constitute a quorum.
5. Meetings of the Executive Council may be called by the Vice President in the absence of the President, or upon the written request of three voting members of the Executive Council.
6. The President, or the Vice President in his/her absence, will chair the Executive Council.

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Article VIII: Nominations and Election of Officers

1. The elected officers of the National Capital Area Chapter of USAEE, who are the President, Vice President, Secretary, Treasurer, and Members At-Large, shall be elected by letter, fax or electronic mail (e-mail) ballots of the Chapter members.
2. The Executive Council shall appoint a Nominating Committee no less than ninety (90) days prior to the beginning of the term for which an election is to be held. The Nominating Committee shall consist of five (5) members of the Chapter, including the immediate past president who shall be chairman.
3. The Nominating Committee shall prepare the official ballot containing the names of those nominated for each executive office.
4. The official ballots shall be mailed, faxed and/or e-mailed to all members at least thirty (30) days prior to the due date for return of ballots. Ballots must be returned by a date specified by the Secretary.
5. The term of each elected office shall be one year.
6. The incumbent President cannot be nominated for elective office the year succeeding his/her possible second term of office.
7. Nominees shall be elected by a simple plurality of votes cast for this/her office.
8. A nominee whose name is submitted in writing by ten (10) members of the Chapter to the Nominating Committee shall be included on the ballot if it has been determined that the proposed nominee will serve if elected.

Article IX: Chapter Meetings

1. There shall be monthly meetings (excluding certain summer months) of the members of the National Capital Area Chapter of USAEE at a time and place determined by the Executive Council, and chaired by the President or, in his/her absence, the Vice President.
2. There shall be quarterly meetings of the members of the Executive Council, at a time and place determined by the Council, chaired by the President, or the Vice President in his/her absence.
3. Special meetings of the Chapter may be called at a time and place determined by the Executive Council.
4. All business meetings of the general membership shall be called on at least seven (7) days written notice.
5. Fifteen (15) members present in person shall constitute a quorum at any business meeting of the general membership.

Article X: Amendment of the By-Laws

1. By-laws may be adopted, annulled, or amended by the affirmative vote of a majority of the Chapter members voting by letter, fax and/or e-mail ballot or at a designated meeting of the Chapter membership.
2. No such action shall be taken at the designated meeting of the Chapter membership unless the changes in the by-laws are proposed by the Executive Council, or at the written request to the Council of at least ten (10) members; nor unless notice of the proposed changes shall have been mailed, faxed or e-mailed by the Secretary to each member not less than four (4) weeks in advance of the designated meeting of the Chapter membership.

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Article XI: Liaison with the USAEE Organization

The President of the National Capital Area Chapter of USAEE is responsible for primary liaison with the USAEE. Members of the Executive Council may be appointed by the President for liaison with national officers responsible for membership, the newsletter and publications, or other components of the USAEE organization.

Article XII: Public Statements

1. The officers and other members of the Chapter, in acting on behalf of the Chapter, shall maintain the professional objectivity and political neutrality of the Association.
2. No member of the Chapter may make a statement on behalf of the Chapter regarding public policy issues.
3. The activities of the Chapter shall be conducted to avoid placing its members in any situation inviting a conflict of interest or appearance of conflict.

Article XIII: Rules of Order

The rules contained in Robert's Rules Of Order shall govern the parliamentary procedure of all meetings of the Chapter in all cases to which they are applicable and consistent with these by-laws.

Article XIV: Interpretation of By-Laws

All questions of interpretation of the by-laws shall be decided by the Executive Council.

Article XV: Dissolution

If for any reason it should become necessary to dissolve the National Capital Area Chapter, all of the assets of the Chapter remaining after the payment of its just debts shall be paid over and distributed to such organization or organizations as the Executive Council shall deem most likely to further the purposes set forth in Article II hereof, provided that any such organization is duly qualified and certified as a tax-exempt organization by the Internal Revenue Service of the United States.