

**BYLAWS  
OF THE COMMUNICATIONS SECTION OF  
THE UTAH BAR ASSOCIATION**

**ARTICLE I ORGANIZATION**

1.1 Creation. The Communications Section (hereinafter "Section") was established pursuant to the Bylaws of the Utah State Bar (sometimes referred to as the "Bar") to accomplish the purposes set forth therein.

1.2 Purpose. The purpose of the Section shall be to assist its members and all interested members of the Bar:

(a) By providing high quality continuing legal education ("CLE") opportunities on a regular basis which will satisfy all of the Utah State Bar Mandatory Continuing Legal Education requirements;

(b) By holding an annual Section meeting for the election of Officers (defined below) and other Section business which may include a seminar to report any updates in case law from the Utah Supreme Court and Utah Court of Appeals, legislation and other topics;

(c) By sponsoring break-out session(s) at the mid-year and annual Bar meetings;

(d) By providing opportunities and forums for lawyers and industry representative to network and exchange ideas regarding the practice of communications law;

(e) By monitoring legal and political issues relevant to communications lawyers and to make recommendations to the Bar with respect thereto;

(f) If applicable, by forming ad hoc committees to address legislation of general interest to communications practitioners; and

(g) To undertake such other service or activities as may be of benefit to the Section's members, the legal profession and the public.

1.3 Limitations. These Bylaws are adopted subject to the applicable Utah Statutes and the Bylaws of the Bar, and supersede any existing Bylaws of the Section.

1.4 Principal Office. The principal office of the Section shall be maintained in the offices of the Bar.

1.5 Fiscal Year. The fiscal year of the Section shall coincide with that of the Bar.

## ARTICLE II MEMBERSHIP

2.1 Enrollment. Any member of the Bar in good standing with the Bar shall, upon request to the Executive Director of the Bar, be enrolled as a member of the Section by the payment of annual Section dues in an amount and for the purpose approved by the Board of Commissioners of the Bar. Persons who are not members of the Bar may be placed on the mailing list of the Section and notified of meetings of the Section and encouraged to attend, but such individuals shall not be considered Section members.

2.2 The Membership. Members enrolled as provided in Section 2.1 shall constitute the membership of the Section.

2.3 Dues. The Officers shall set the dues for Section members. The dues shall be \$20.00 for each member per year unless the Officers determine an adjustment should be made.

## ARTICLE III MEETINGS

3.1 Annual Meeting. The annual meeting of the Section shall be held at a place determined by the Officers during the first week of October in each year or such other date as designated by the Officers.

3.2 Quorum. Provided that no less than five (5) Section members are in attendance, those Section members present at the annual meeting or any other duly called Section meeting shall constitute a quorum for the transaction of business.

3.3 Controlling Vote. Action of the Section shall be by majority vote of the members present and voting at any meeting of the Section at which a quorum is present.

3.4 Agenda. At the annual meeting of the Section members, officers of the Section shall be elected and other business may be discussed and voted upon as determined to be appropriate by the Officers.

3.5 Special Meetings. Special meetings of the membership of the Section may be called by the Section President at such time and place as he or she may determine.

3.6 Notice of Meetings. Written, printed, or electronic notice shall be given to all Section members stating the date, hour and place of all meetings of members, and in the case of all special meetings the purpose or purposes for which the meeting is called. Notice shall be delivered by hand, U.S. mail or e-mail at least five (5) days prior to the date of the meeting to each member of the Section. If mailed, notice shall be deemed delivered when deposited in the United States mail addressed to the member at his or her address as it appears on the records of the Bar, with postage thereon prepaid.

## ARTICLE IV OFFICERS

4.1 Officers. The officers of the Section shall be a President, a Vice President, a Secretary, and a Treasurer (the "Officers"), chosen from the membership of the Section.

The Officers shall establish the rates for Section dues and CLE presentations, as well as approve expenditures for special projects, donations, reimbursements and lodging and meals for guest speakers at Section-sponsored events. Specific duties of those Officers related to administration and operation of the Section shall be as follows:

(a) President. The Section President shall preside at all Section meetings and shall be responsible for general oversight of the Section and such other responsibilities as normally pertain to the office of President, which may include:

- (i) serving as a liaison for the Section with the Bar and representing the Section at meetings of the Bar;
- (ii) organizing meetings of the Officers and overseeing the activities of the other Officers;
- (iii) organizing CLE presentations; and
- (iv) attending the annual meeting of the Bar and coordinating and supervising all Section activities at the annual meeting of the Bar.

(b) Vice President. The Section Vice President shall act as the President in the absence of the President and have such other responsibilities as normally pertain to the office of Vice President, which may include:

- (i) serving on the Governmental Relations Committee of the Bar;
- (ii) surveying Officers and members for positions on pending legislation;
- (iii) organizing CLE presentations;
- (iv) attending the mid-year meeting of the Bar and coordinating and supervising all Section activities at the mid-year meeting; and
- (v) coordinating other matters assigned by the Officers.

(c) Secretary. The Section Secretary shall have primary responsibility for maintaining all non-financial records of the Section and such other responsibilities as normally pertain to the office of Secretary, which may include:

- (i) maintaining a current roster of Section members (including rosters for any Section Committee(s)) with addresses and email contact information;
- (ii) maintaining all other non-financial Section records (historical listing of CLE presentations (and transcripts if available), historical officers, Section Bylaws, rules, etc.);

- (iii) taking minutes at the annual meeting and any other duly called meeting of the Section;
- (iv) maintaining and updating the Section's website;
- (v) preparing and sending notices of all Section meetings and other Section events to the roster of Section members;
- (vi) organizing CLE presentations;
- (vii) coordinating the annual Section meeting in October, including arranging for speakers and/or a review of judicial and legislative updates and conducting election of new Officer(s); and
- (viii) coordinating other matters assigned by the Officers.

(d) Treasurer. The Section Treasurer shall have primary responsibility for maintaining all financial records of the Section and such other responsibilities as normally pertain to the office of Treasurer, which may include

- (i) analyzing regular financial reports;
- (ii) making timely payments for all Section expenditures from available Section funds;
- (iii) making recommendations to the Officers on rates for dues, CLE charges, etc.;
- (iv) monitoring the self-sufficiency of regular Section functions;
- (v) preparing the Section's annual budget / estimates of expenditures and other financial data requested by the Officers or the Bar;
- (vi) processing reimbursements with the Bar;
- (vii) sending out "dunning" letters for no shows at CLE presentations;
- (viii) organizing CLE presentations; and
- (ix) coordinating other matters assigned by the Officers.

#### ARTICLE V ELECTIONS

5.1 Succession to Offices. The Treasurer shall automatically succeed to the office of Secretary. The Secretary shall automatically succeed to the Office of Vice President. The Vice President shall automatically succeed to the Office of Section President.

5.2 Elections. A new Treasurer shall be elected each year at the Section's annual meeting by majority vote of the members then in attendance. If for lack of nominations or any other reason no Treasurer is elected, the position may be filled pursuant to Section 5.3, below.

5.3 Vacancies. If at any time an office shall become vacant for any reason, then the remaining Officers may appoint any member of the Section to fill the vacancy for the balance of the unexpired term. Such appointed person shall not succeed automatically to another office as provided in Section 5.1, above, but shall be subject to elections as provided in Section 5.2, above.

5.4 Term of Office. The term of office shall begin at the annual meeting of the Section and shall continue until the next annual meeting of the Section.

## ARTICLE VI COMMITTEES

6.1 Committees. The Section shall have such committees as may from time to time be appointed by the Officers to perform such duties and exercise such powers as the Officers may direct.

6.2 Committee Chair. Each Committee shall have a chair to be appointed by the Officers who will then regularly report to the Officers.

6.3 Duties of Committees. Each Committee shall have the responsibilities which are delegated to it by the Officers, which may include the following:

(a) to plan and implement Section projects including but not limited to Section meetings and continuing legal education seminars; and

(b) to analyze issues and make recommendations to the Officers on matters referred to the Committee or on its own initiation.

6.4 Membership of Committees. Upon request, any member of the Section may be a member of one or more Committees.

6.5 Duties of Members of Committee. A Section member shall become a member of a Committee with the understanding he or she will devote sufficient time to assist the chair of the Committee in performing the duties of the Committee.

6.6 Meetings. The Committees may act by correspondence or at meetings separate from the Section. Section members may but need not be given notice of Committee meetings and all Committee meetings may but need not be open to all Section members.

## ARTICLE VII AMENDMENTS

7.1 Amendments. These Bylaws may be amended at any meeting of the Section by a majority vote of the members of the Section present and voting.

CERTIFICATION OF ADOPTION

I CERTIFY THAT THE FOREGOING BYLAWS WERE ADOPTED BY VOTE OF THE SECTION MEMBERSHIP OF THE COMMUNICATIONS SECTION OF THE UTAH STATE BAR AT A MEETING, DULY CALLED, ON THE 1<sup>ST</sup> DAY OF OCTOBER, 2008.

BY: J. Ladd Johnson  
J. Ladd Johnson  
SECTION PRESIDENT