WHITTIER LAW SCHOOL

ENVIRONMENTAL LAW SOCIETY
BYLAWS

ARTICLE I – STATEMENT OF PURPOSE

§1. The name of the Society is the Environmental Law Society (herein “ELS”).
§2. Contact Information: Environmental Law Society, Whittier Law School, 3333 Harbor Boulevard, Costa Mesa, CA 92626
§3. The purpose of ELS is to:
   (1) Engage in activities which will make the Law School student body aware of important legal problems regarding environmental regulation;
   (2) increase opportunities for its Members to seek employment in different emerging fields of environmental law; and
   (3) conduct itself as an organization dedicated to preserving the environment through legal reformation. ELS is not an “Environmentalist Club.”

ARTICLE II – FINANCIAL

§1. Funds:
Funding for the Society shall come from annual dues of $10.00 per student; funds solicited from the Student Bar Association (SBA) annually; and from fundraising projects as agreed to by the Members (ex. Bake Sales, Yard Sales).

§2. Withdrawal of Funds:
No funds of the Society may be withdrawn at any time without the express consent of the majority of its Executive Board.

§3. Books of Account (Treasurer’s Duties):
Complete and accurate account summaries provided by the Business Office monthly shall be kept in properly marked “ELS Folder”. The Treasurer shall enter in the books an accurate account of all transactions carried out by the Executive Board on behalf of ELS.

§4. Inspection of Books:
The ELS Folder and other Society records shall, at all times, be kept in the care of the Society’s Treasurer. Each Member shall, at all times, have access to, and may inspect and copy, any ELS records.
ARTICLE III – RIGHTS AND DUTIES OF MEMBERS

§ 1. Time Devoted to ELS:
Each paying Member shall attend at the minimum two (2) general meetings each semester to be considered an active member of ELS. Each Member is expected to devote a reasonable amount of time and attention to ELS by participating at all fundraising activities and general meetings.

§ 2. Management:
Each Member shall have an equal voice in the ideas for management and conduct of the ELS business. The Executive Board will be responsible for all final decisions of ELS actions and conduct. Any differences arising among the Members as to ordinary matters connected with ELS business shall be decided by a majority vote of the Members, each Member having one vote.

§ 3. Voting:
Resolutions may be passed at any meeting by a majority of the Members. Officers will be voted on once a year by a majority of the Members present at a previously announced Election of Officers meeting.

ARTICLE IV – OFFICERS

§ 1. Executive Structure of the Society:
The officers of ELS shall consist of the Executive Board which includes:
- President
- Vice-President
- Secretary
- Treasurer

Any other such officer(s) may be elected by the majority of the aforementioned Executive Board. Each officer shall hold office for the full term (March/April to March/April of the following year) for which s/he has been elected until their successor has been elected or until their early resignation or removal from office, or death.

Any two (2) offices may be held by the same person, except, that the same person shall not be President and Secretary, President and Treasurer, or President and Vice-President.

§ 2. President:
- Is the chief executive officer of ELS and shall give general supervision and direction of ELS affairs, subject to the Members’ will.
- Will schedule regular meetings of the Executive Board and General Board;
  - Executive Board meetings will occur before General Meetings
General Meetings will be the first Tuesday of every month
The President will schedule the time and room reservation for the meetings
each month and will provide written agendas for all Members at the meetings
(Executive and General)
Report activities of the Executive Board to the General members

- Research and inform Members of Environmental Conferences, maintain a list
  Environmental Attorneys in the area for Members to access for job opportunities, and
  build relationships with current Executive Board members at neighboring law
  schools.
- Enforce these by-laws and ensure ELS Members and Executive Board members are
  participating and following the duties laid out herein
- And when necessary, will ensure that the message of ELS will be to promote
  preservation of the environment through changes in the law

§3. Vice-President:
- Shall act in the case of absence or disability of the President
- Will be in charge of Campus Events that will be conducted on behalf of ELS
  - Careers in the Environment
  - Panels of Environmental Law Attorneys
  - Hot-Topic Environmental Law Debates
  - Annual Shoe Drive (typically done in early January)
  - And any activity with neighboring law schools.
- Coordination of such events include but are not limited to
  - setting the time, date and place
  - assigning Members to assist with set-up, catering arrangements and clean-up
during and after events
  - assigning Members to assist with whatever else the Vice-President deems
  necessary to ensure the Event will be successful, which includes:
    - advertisement of the Event
    - ensuring that appropriate Guests are asked to participate in the
      Events etc

§4. Secretary:
- Shall keep all meeting minutes (Executive Board meeting minutes and General
  Meeting minutes).
- Will email all meeting minutes at the completion of the meeting to:
  - Executive Board Members will only be emailed the Executive Board
    meeting minutes
  - General Members and Executive Board members will be emailed all
    General Meeting Minutes.
- Is responsible for maintaining the ELS Gmail Account by receiving and
  responding to emails and forwarding any important emails to the appropriate
  Executive Board Member for response.
• Will be responsible for updating the Google Reader with environmental articles, periodicals, etc.

§5. Treasurer:
• Maintaining proper financial books and records of ELS
• Keeping financials records;
• Preparing and presenting the budget to the Executive Board after conferring with the Business Office concerning ELS funds
• Processing all reimbursements and Purchase Orders in a timely manner;
• Providing an accounting summary to any Executive Board or general member upon request; and
• Coordinating all fundraising activities of ELS which includes:
  o Planning and monitoring all fundraisers;
  o Getting a money box, change, and credit card machine from the Business Office for the activity;
  o Keeping all monies from the fundraising activity and depositing them with the Business Office in a timely fashion
  o E.g. Bake Sales, Environmental Goods (reusable bags, energy efficient light bulbs, etc) Yard Sales, etc

§6. 1L, 2L and 3L Representatives
• These positions will be voted upon at the first general meeting of the new term.
• Responsibilities include:
  o attending all General Meetings
  o making announcements discussed during General Meetings during
  o Reporting to the Executive Board during General Meetings any feedback from students in their classes.

§7. Other Duties and Authority:
Each officer, member, and agent of ELS shall have such other duties and authority as may be conferred upon him or her by the Executive Board.

ARTICLE V – MISCELLANEOUS

§1. Statement of Non-Discrimination:
Membership will not be denied to anyone on the basis of race, religion, creed, gender or age. Furthermore, ELS will not discriminate against those with differing political viewpoints concerning Environmental laws and regulations.

§2. Faculty Advisor:
The faculty advisor of the Environmental Law Society shall be Professor Reich, Professor of Environmental Law at the Whittier Law School.
§3. Meetings:
Meetings shall be held the first Tuesday of every month. There shall be one (1) meeting to elect officers per year (during March or April) and any such other meetings to be scheduled are to be voted on by a majority of the Executive Board.

§4. Call and Notice of Meetings:
Meetings shall be held during school hours on the premises of the Whittier Law School. Written notice of each meeting, stating the time and place of the meeting shall be emailed to each Member at least one (1) week before the scheduled meeting.

§5. Notices:
All notices between the Members and the Executive Board shall be in writing and shall be deemed duly served when emailed to a Member.

§6. Bylaws:
These By-Laws may be reviewed and if necessary changed by the Executive Board, but will only be made effective by a majority vote from the General Membership.

Executed in Orange County, California on December 20, 2010.