

**BY-LAWS  
LOUISIANA PARISH ENGINEERS  
AND  
SUPERVISORS ASSOCIATION**

**Article 1 - Membership**

1. Include permanent employees of a parish or municipality in any department, where primary function is roads, public works, planning, engineering, or other activity of a public works nature.
2. Anyone not a parish or municipal employee, and connected with outside interests, shall become an "Associate Member." Associate member shall have the same voting privileges as Directors. In addition to the one voting seat on the Board of Directors, the Associate Membership shall have one Alternate Member to take the place of the Associate Director and vote in his absence.
3. "Life Members" shall be elected by a majority of the Board of Directors, and assessed no fees or dues. Life Members shall have no vote.
4. "Honorary members" shall be elected by a majority of the Board of Directors, and assessed no fees or dues. Honorary members shall have no vote.
5. "Permanent Directors at Large" shall be anyone who has twice served as president of LPESA..Permanent Directors at Large shall have the same voting privileges as Directors.
6. "Municipal Members" shall include permanent employees of a municipality in any department, where the primary function is roads, public works, planning, engineering, or other activity of a public works nature. Municipal Members shall have no vote.

**Article 2 - Membership Dues**

7. Dues of "Members" and "Associate Members" shall be set by the Board of Directors. Annual dues shall be \$100.00 per Parish, Municipality and Associate Member.
8. Membership dues shall be due and payable annually during the month of January of each calendar year.
9. Any parish, municipal or designated voting member whose membership dues become two months delinquent shall automatically be removed from the directory of members in good standing.

**Article 3 - Management**

1. The Board of Directors shall manage the affairs and funds of the Association in conformity with the constitution under which the Association is organized. It shall direct the care of the funds of the Association, make appropriations for specific purposes, act upon applications for membership as here-to-fore provided, take measures to advance the interests of the Association and generally direct its business. The Board of Directors shall make an annual report at the Annual Meeting, transmitting the report to the Secretary and Treasurer.

## **LPESA By-Laws**

### **Page 2**

2. The President shall have general supervision of the affairs of the Association.
3. The Vice-President shall preside at meetings in the absence of the President and discharge his duties in case of absence or disability of the President.
4. The Secretary (a member of the LTAP T<sup>2</sup> Center) shall attend all meetings of the Association and duly record the proceedings thereof. In addition, the secretary shall:
  - (i) Conduct the correspondence of the Association and keep full records of the same;
  - (ii) Send out notice of membership dues not less than sixty (60) days preceding the annual due date for payment;
  - (iii) Receive all monies and deposit same in the name of the Association and report these transactions in detail to the Treasurer;
  - (iv) Coordinate seminars, board meetings, and provide exhibits at the Annual Police Jury Convention.
  - (v) Issue confirmation letters to all members.
  - (vi) Any other activity contained in "Agreement" between the LPESA and the T<sup>2</sup> Center effective arch 4, 1993.
5. The Treasurer shall pay all bills, when certified and audited as prescribed by the Board of Directors.
6. The President and Treasurer shall be authorized to sign all checks and vouchers for the Association.

### **Article 4 - Committees**

1. The Board of Directors shall meet at the Annual Meeting or within thirty days thereafter and appoint the following standing committees:
  - (i) Committee on Public Information and Legislation
  - (ii) Committee on Membership
  - (iii) Committee on Programs and Entertainment
  - (iv) Committee on Budget and Finance
2. The President may appoint special committees, which shall perform such duties as may be assigned them.

### **Article 5 - Meetings**

1. An Annual Meeting of the Association shall be held in conjunction with the annual Police Jury Association meeting.
2. The order of business at the Annual Meeting of the Association, unless otherwise provided, shall be as follows:
  - (i) Roll Call of Parishes
  - (ii) Minutes of last Annual Meeting
  - (iii) Financial Report
  - (iv) Election of Officers
  - (v) New Business
  - (vi) Adjournment

3. Business meetings and other meetings may be called at any time by the President. The call for any meeting shall be issued not less than thirty (30) days in advance.

#### **Article 6 - Amendments to the By-Laws**

Amendments to the By-Laws may be made by a vote of two-thirds of the members present at any annual meeting or at a special meeting called for that purpose, provided that a notice of any amendment proposed shall be given in writing at least ten (10) days prior to the meeting. Such notice shall be given by mail and sent to members at addresses last furnished by members.