

WOMEN'S CAUCUS BYLAWS OF CONSUMER ATTORNEYS OF CALIFORNIA

ARTICLE I - NAME AND PURPOSE

Section 1. The name of this organization shall be Women's Caucus of Consumer Attorneys of California (CAOC).

Section 2. The purpose of the Women's Caucus is to advance the admirable and selfless philosophy in CAOC's Mission, to strive to provide positive role models as female consumer attorneys, to broaden the membership base of CAOC to include women by informing them of CAOC's membership services and Mission, to provide a support system of women attorneys to network, socialize, form professional relationships and develop female leadership for CAOC, to provide fellowship and mentorship to newly-licensed female consumer attorneys who embark on a career of trial law, and to uphold the honor and dignity of the legal profession.

Section 3. The Policies and Procedures published by CAOC for Sections promulgated on October 1, 2009 and as duly amended by CAOC are incorporated herein by reference and the Women's Caucus shall operate in conformity with these policies and procedures.

Section 4. The Women's Caucus Executive Committee shall govern the activities of the Women's Caucus in a manner consistent with the CAOC bylaws and in so doing coordinate the Women's Caucus activities with CAOC and staff that the CAOC Executive Committee shall designate.

Section 5. The position of Senior Advisor is appointed by the Women's Caucus Executive Committee. The Senior Advisor does not hold a voting position. This position is to advise and ensure that the caucus is governed in accordance with the CAOC bylaws, and to ensure that the views and concerns of the Women's Caucus are known to the Executive Committee.

ARTICLE II - MEMBERSHIP

Any female lawyer who is a member in good standing of CAOC is a member of the Women's Caucus.

ARTICLE III - OFFICERS

Section 1. The Officers of the Women's Caucus shall be Chair, Chair-Elect and Political Chair, First Vice Chair and Legislative Chair, 2nd Vice Chair and Education Chair, 3rd Vice Chair and Membership and Communications Chair, and Immediate Past Chair. The Officer positions may be shared.

Section 2. The Officers shall be nominated and elected in the manner hereinafter provided at such annual meeting of the Women's Caucus to hold office for the term of one year and until their successors shall have been elected at the Women's Caucus meeting at the CAOC Annual Convention. All Officers move up the leadership ladder from Third Vice Chair and Membership and Communications Chair through Chair-Elect and Political Chair up to the Chair position. In the event this is not possible or impracticable, the Chair may waive this requirement.

Section 3. Unless impracticable, the Chair shall have previously served in all of the other Officer positions. The Chair shall have the power to fill vacancies among the Officers by appointment, such appointee serving until the next annual meeting of the Women's Caucus at the CAOC Annual Convention. The Chair shall have the power to appoint a Secretary (an officer may, but is not required, to serve as Secretary) and a Community Service Chair (not an officer).

Section 4. Chair-Elect and Political Chair shall oversee the political fundraising efforts of the Women's Caucus.

Section 5. First Vice Chair and Legislative Chair shall oversee all legislative, grass roots, and Justice Day efforts of the Women's Caucus.

Section 6. Second Vice Chair and Education Chair shall oversee all education efforts of the Women's Caucus.

Section 7. Third Vice Chair and Membership and Communications Chair shall oversee all membership recruitment and membership communications efforts of the Women's Caucus.

Section 8. The Immediate Past Chair shall serve as the representative of the Women's Caucus on CAOC's Executive Committee and shall report to the Women's Caucus on any priorities the Executive Committee wants to communicate to the Women's Caucus.

Section 9. The Secretary (not an officer position) shall take minutes of all meetings held by the Women's Caucus.

Section 10. The Community Service Chair (not an officer) shall oversee the Community Service event(s) of the Women's Caucus.

ARTICLE IV - NOMINATIONS AND ELECTION

Section 1. Only members as defined in Article II above are eligible to vote and hold office.

Section 2. Election of Officers shall be held in the following order: Chair, Chair-Elect and Political Chair, First Vice Chair and Legislative Chair, Second Vice Chair and Education Chair, Third Vice Chair and Membership and Communications Chair. The Women's Caucus will make reasonable efforts each year to have a balanced representation of officers from across the State.

For the purpose of these bylaws, the south portion of California is defined as the geographical area including Ventura, Los Angeles, San Bernardino, Orange, Riverside, San Diego, and Imperial Counties. The north portion of California is the geographical area lying north of the counties listed above.

Section 3. The immediate past chair of the Women's Caucus shall be appointed by the Chair to serve a one (1) year term as a Representative of the Women's Caucus to CAOC's Executive Committee. If the immediate past chair becomes unable or unwilling to accept such appointment, the Women's Caucus' executive committee shall elect, by majority vote, a Women's Caucus' officer to serve as the representative.

Section 4. Elections shall be conducted consistent with the CAOC Election Rules applicable to Sections.

ARTICLE V - COMMITTEES

Section 1. The Executive Committee shall be composed of all Officers of the Women's Caucus and the Immediate Past Chair.

Section 2. The Executive Committee shall be the governing body of the Women's Caucus. The majority of the Executive Committee shall constitute a quorum for the transaction of business at Women's Caucus meetings. The voting of the Executive Committee, other than at the annual meeting, may be in person or by conference telephone call. Conference telephone call votes will be recorded by the Secretary/Treasurer and duly entered into the minutes, with a copy of such minutes being sent to the Executive Committee within (10) ten days.

Section 3. There shall be such other committees designated as the Executive Committee or Chair deem necessary.

ARTICLE VI - MEETINGS

Section 1. The regular Annual Meeting of the Women's Caucus shall be held each year during the CAOC Annual Convention.

Section 2. The Chair may call special meetings of the Executive Committee or Women's Caucus as necessary for the proper conduct of the affairs of the Caucus.

ARTICLE VII - BYLAWS AND AMENDMENTS

Section 1. These Bylaws shall be adopted by the Officers of the Women's Caucus and shall become effective upon the approval of the CAOC Board of Governors. The Bylaws shall be presented at the annual meeting of the Women's Caucus at the CAOC Annual Convention for ratification. In the event that any provisions of these Bylaws are not ratified at such meeting, the Bylaws as ultimately ratified shall be effective only after approval by the CAOC Executive Committee.

Section 2. These Bylaws may be amended at the Annual Meeting of the Women's Caucus, by two-thirds vote of the members present, which amendments, however, shall take effect only upon approval by the CAOC Board of Governors.

Section 3. All amendments must be offered to the Chair and Political Chair of the Women's Caucus in writing not less than thirty (30) days prior to the Annual Meeting of the Women's Caucus and shall be circulated in printed form to the Caucus members registered for the Annual Convention of CAOC at the expense of the person offering the amendment.