

**YOUNG LAWYERS DIVISION
MECKLENBURG COUNTY BAR
RULES AND REGULATIONS
(AS APPROVED BY THE MCB BOARD ON MARCH 25, 2010)**

ARTICLE 1: NAME AND PURPOSE

1.1 **Name.** The name of this Division of the Mecklenburg County Bar (hereinafter “MCB”) shall be, “The Young Lawyers Division,” and shall be hereinafter designated simply as the “Division” or “YLD”.

1.2 **Purpose.** The purpose of the Division shall be to stimulate the interest and to encourage the participation of young lawyers in the purposes and objectives of the MCB, to carry on such professional and social activities as will be of assistance to young lawyers in the practice of law, and to conduct programs and projects of interest to the general public.

1.3 **Limitations.** These Rules and Regulations have been adopted subject to the Bylaws of the MCB. In the event of conflict, the Bylaws of the MCB shall control.

ARTICLE II: MEMBERSHIP

2.1 **Eligibility.** All members of the MCB in good standing, thirty six years of age or younger or in the first three years of their practice, shall be eligible for membership in the Division (with the additions noted below.)

2.2 **Termination of Membership.** Membership in the Division shall terminate automatically at the end of the MCB’s fiscal year or upon losing good standing with the MCB.

2.3 **Dues.** Dues shall be set as determined by the YLD Council, subject to the approval of the MCB Board of Directors, and shall be non-refundable. Dues are payable to the MCB at the same time the MCB annual dues are payable. Charges for social functions shall be made as determined by the YLD Council.

2.4 **Division Membership for Non-Mecklenburg County Bar Members.** Aside from MCB members, any other person who is thirty six years of age or younger or in the first three years of their practice, and who holds a law license of any State Bar may also be enrolled as a member of the Division by the payment of annual Division dues. Division dues for non-members of the MCB shall be determined by the YLD Council. Non-members of the MCB who become Division members are not eligible to become Officers or Council Members, but they may freely volunteer to assist the other Officers or Committee Chairs in the performance of their Division responsibilities. Non-MCB Members are not eligible to vote on any Division issues.

2.5 **Affiliate Membership for Law Students.** Aside from MCB members and non-MCB members (as provided in Paragraph 2.4), law students enrolled in a law school accredited by the American Bar Association or that has received licensure approval from the North Carolina Board of Governors may affiliate with the Division. Such members shall be deemed “Student

Affiliates.” Division dues for Student Affiliates shall be determined by the YLD Council and approved by the MCB Board of Directors. Student Affiliates are not eligible to vote on any Division issues or to become Officers or Council Members, but they may freely volunteer to assist the other Officers or Council Members in the performance of their Division responsibilities.

2.6 **The Membership.** Members so enrolled and whose dues are paid pursuant to the provisions of this Article shall constitute the Membership of the Division. The MCB President, President-Elect, Vice-President and Executive Director shall be non-voting ex-officio members of the Division and Division governing bodies. The MCB Vice-President shall serve as the MCB Board liaison between the Division and the Executive Committee.

ARTICLE III: YLD COUNCIL

3.1 **Composition.** The YLD Council shall be composed of six Council Members and three Officers of the Division who shall serve during the term of their respective offices.

3.2 **Duties of Council Members.** The Council, along with the Officers, shall have general supervision and control of the affairs and projects of the Division. Each Council Member shall serve as a chair of a YLD standing committee.

3.3 **Election and Terms of Council Members.** The Council Members shall be elected for two-year terms by the members of the Division at each YLD Annual Meeting. Council Members’ terms shall be staggered such that each year, the terms for three of the six Council Members will end. A Council Member may be removed by a majority vote of the remaining Council Members, with or without cause. Any vacancy of the Council shall be filled by interim appointment made by a majority vote of the Council, with such appointees serving until the next meeting of the Division at which time a Council Member shall be elected to serve the balance of the term vacated.

3.4 **Eligibility of Council Members.** In order to be eligible for election to the YLD Council, a person must be a member of the MCB in good standing, a member of the Division, eligible for membership in the Division at the time of election and have served on a YLD committee.

ARTICLE IV: OFFICERS

4.1 **Officers.** The Officers of the Division shall be the Chair, the Chair-Elect/Vice Chair, and the Secretary/Treasurer. The Chair shall be elected by the MCB members at the annual meeting of the MCB, as set forth in the MCB Bylaws. All Officers must be members of the MCB.

4.2 **Chair.** The Chair shall preside at all meetings of the Division and Council and shall perform such other duties and acts usually pertaining to this office. He or she shall prepare a report of the activities of the Division for the past year for presentation at the YLD Annual Meeting. He/She shall appoint open chairs and members of the committees of the Division who

are to hold office during his/her term as Chair. He/She shall plan and superintend the program of the Division during his/her term, subject to the direction and approval of the Council. He/She shall superintend the performance of all activities of the Division. He/She shall keep the Council duly informed and carry out its decisions. He/She shall perform such other duties and acts as usually pertain to the office or as may be designated by the Council. The Chair will nominate himself/herself for membership on the MCB Strategic Planning Committee to the MCB President. The Chair will be an ex officio member of the MCB Board of Directors with full rights and privileges, including the right to vote. The Chair shall perform these and all other duties necessary for the term of one year. The term will coincide with that of the President of the MCB.

4.3 **Chair-Elect/Vice Chair.** The Chair-Elect/Vice Chair shall aid the Chair in the performance of his/her responsibilities in such a manner and to such extent as the Chair may request. He/she shall perform such further duties and has such further powers as usually pertain to the office and may be designated by the President of the MCB, the Council or the Chair. The Chair-Elect/Vice Chair shall be elected by a majority of the quorum at the YLD Annual Meeting and upon approval by the MCB President and shall serve a term of one year. To promote a graduated leadership sequence, the Chair-Elect/Vice Chair will generally be the YLD nominee for the position of YLD Chair. The Chair-Elect/Vice Chair shall perform the duties of the Chair at any time the Chair is unable to perform such duties, and if the Chair position becomes vacant, see Section 4.5 below. He or she shall also be responsible for overseeing the committees of the Division and the activities thereof.

4.4 **Secretary/Treasurer.** The Secretary/Treasurer shall keep a true record and minutes of the proceedings of all meetings, give notice of all meetings and shall be the custodian of all books, papers, documents and other properties of the Division, and shall be responsible for the financial affairs of the Division in conjunction with the MCB Director of Finance and Human Resources and the MCB Executive Director. The Secretary/Treasurer shall also ensure that copies of all YLD meeting minutes and other pertinent documents are sent to the MCB. He or She shall perform such other duties as may be assigned by the Chair. The Secretary/Treasurer shall be elected for a one-year term by the membership of the Division at the Annual Meeting.

4.5 **Election and Terms of Office.** The Officers of the YLD shall be elected as set forth above. Any vacancy in an office, except the Chair, shall be filled by interim appointment by majority vote of the Council until the next meeting of the Division at which a new officer shall be elected to serve for the balance of the term. A vacancy in the office of the Chair shall be filled by the MCB Board of Directors until the next annual meeting of the MCB.

4.6 **Eligibility of Officers.** In order to be eligible for election as a YLD Officer, a person must be a member of the MCB in good standing, a member of the Division, eligible for membership in the Division at the time of election and have served as a YLD Council Member or YLD project chair for a period of at least six (6) months.

4.7 **Meeting Between MCB Executive Committee and YLD Officers.** The Officers of the YLD shall request a meeting with the MCB Executive Committee and the MCB

Executive Director shortly after the MCB Annual Meeting each year to discuss the YLD's plans for the upcoming year.

ARTICLE V: MEETINGS OF COUNCIL MEMBERS AND OFFICERS

5.1 **Monthly Meetings of Officers and Council Members.** The Officers and Council Members shall meet once each calendar month and at such meetings shall have full power and authority to take such action on behalf of the members of the YLD in all matters which may come before the Officers and Council Members from time to time as the Officers and Council Members shall deem proper and appropriate. When an Officer or Council Member, except the Chair, has failed to attend in person three consecutive scheduled meetings or one-half of the scheduled meetings held during any twelve month period, his or her role as an Officer or Council Member shall automatically terminate, and he or she shall be so notified by the Secretary/Treasurer in writing within thirty (30) days of the absence resulting in termination. An Officer or Council Member so notified may by written request to the Secretary/Treasurer be allowed to appear at the next scheduled meeting following his or her receipt of the notice of termination to request reinstatement, and the remaining Officers and Council Members may, at their discretion, after the appearance of the terminated Council Member/Officer and for good cause shown, reinstate him or her to his or her previous position upon a majority vote of the remaining Officers and Council Members. Any request for reinstatement must be filed with the Secretary/Treasurer at least three business days prior to the next scheduled meeting of the Officers and Council Members following receipt by the Officers and Council Members of the notice of termination. An Officer or Council Member reinstated pursuant to the provisions of this paragraph shall be reinstated for the remainder of his or her elected term of office, subject to the provisions of these Rules and Regulations, including the attendance requirements. If an Officer or Council Member cannot attend a monthly meeting, he or she shall send a designee to attend. The sending of a designee does not waive attendance requirement. The exception is the office of the YLD Chair, who is voted into office by the MCB members and must follow the removal process as defined by the MCB Bylaws. If the Chair violates the attendance provision, the YLD Council must notify the MCB Board of Directors for consideration of removal.

5.2 **Expectations of Council Members.** The Council Members shall conduct at least one meeting of their respective committee per quarter. Each committee shall keep minutes of its meetings. The Council Member is responsible for providing a copy of the committee meeting minutes to the Secretary/Treasurer. Additionally, each Council Member shall prepare an end-of-fiscal-year report summarizing the major activities in which his or her committee participated over the previous fiscal year.

ARTICLE VI: MEETINGS

6.1 **Annual Meeting.** The Annual Meeting of the Division shall be held at a place and on a date during the month of June of each year, or as otherwise determined by the Council. The time and place of the meeting shall be announced at least two weeks in advance. Officers and Council Members elected at the Annual Meeting shall take office effective on the 1st day of July of every year. At the meeting, reports of Officers and YLD committees shall be delivered

and Council Members to serve on Council and the Secretary/Treasurer shall be elected. The Chair-Elect/Vice Chair shall be nominated by the membership of the Division.

6.2 **Other Meetings.** Other meetings of the membership of the Division shall be held at such place and dates as may be determined by the Council of this Division. The time and place of any membership meeting shall be announced at least two weeks in advance.

6.3 **Quorum.** At all meetings, the members of the Division present shall constitute a quorum for the transaction of business. The latest edition of Robert's Rules of Order shall govern the proceedings.

ARTICLE VII: COMMITTEES

7.1 **Committees.** The Chair, with the approval of the Council, shall designate the committees, both acting and standing, define their duties and appoint the committee chairs and members. The six standing committees are as follows:

a. **Community Service Committee** - This committee shall organize and facilitate public service opportunities for the YLD Members. Such public service opportunities include providing meals for the needy, participating in the Giving Tree, clothing drives and other like activities. The chair of the YLD Community Service Committee will work with other MCB entities to ensure resources are being used in a manner that maximizes the MCB's ability to serve the community without duplication.

b. **Education Committee** - The Education Committee shall facilitate and organize activities which seek to educate the Mecklenburg County community. Such activities include the Big Bad Wolf Project, Lawyers Teaching Justice, Law Explorers, the Academic Internship Program and other like activities.

c. **Membership Committee** - This committee shall be tasked with increasing YLD membership and insuring that the YLD is meeting the needs of its members. This committee shall also organize and facilitate the Young Lawyer of the Year Award and the new lawyer swearing in ceremonies.

d. **Social Committee** - The social committee shall organize quarterly socials for the Division Members as well as provide other events and gatherings which promote the interests of the YLD Members. The YLD Chair will nominate the YLD Social Committee Chair for membership on the MCB Social Sports Committee to the MCB President for approval.

e. **Legal Assistance Committee** - This committee shall organize and facilitate projects which provide legal advice or assistance to the citizens of Mecklenburg County and/or North Carolina as a whole. Such activities include Ask-A-Lawyer Day, NCBA's 4-All Service Day and other like activities. The YLD Chair will nominate the YLD Legal Assistance Committee Chair for membership on the MCB Lawyer Referral Service and the MCB Volunteer Lawyer Program to the MCB President for approval.

f. Connectivity Committee - The Connectivity Committee shall ensure that the YLD Members are actively participating in the goals and missions of the MCB. This committee seeks to ensure that YLD Members are involved in the MCB Board of Directors as well as the MCB committees. The chair of this committee shall bridge any gaps between the YLD and the MCB and facilitate the YLD as a stepping stone for young lawyers' involvement in the MCB. The YLD Chair will nominate the YLD Connectivity Committee Chair for membership on the MCB Communications Committee to the MCB President for approval.

ARTICLE VIII: AMENDMENTS

8.1 Amendments. These Rules and Regulations may be amended at any meeting of the Division by a two-thirds vote of the members of the Division present and voting, provided that notice of the substance of the proposed amendments shall have been mailed e-mailed or posted on the web-site to all members of the Division at least two weeks before the meeting. The MCB Board of Directors must approve any changes, additions, or deletions to these Rules and Regulations.

ARTICLE IX: FISCAL YEAR

9.1 Fiscal Year. The Fiscal Year of the Division shall coincide with the fiscal year of the MCB.

ARTICLE X: TERMINATION

10.1 Termination. Upon Termination of the Division, the assets of the Division, net of liabilities, shall be transferred to the MCB.