

Sexual Orientation and Gender Identification Legal Issues Section of the Washington State Bar Association

1.0 Establishment of Section

The Sexual Orientation and Gender Identification Legal Issues Section of the Washington State Bar Association (hereinafter referred to as “Section”) is hereby established pursuant to Article IX, Section 1 of the Bylaws of the Washington State Bar Association (hereinafter referred to as “Bar”).

2.0 Purpose and Aspirations

The purpose and jurisdiction of the Section shall be to:

- Improve understanding by members of the Bar of the legal needs of gay, lesbian, bisexual, or transgendered-identified people (GLBT) in the State of Washington, which are often different from, and in addition to, those faced by the population at large;
- Support the efforts of Section members to achieve the highest standards of competence, professionalism and ethics in their practices;
- Assist GLBT residents of Washington State, and those who represent them, to better understand how their legal needs can be met;
- Promote the study of gay, lesbian, bisexual, and gender identification law, and report on laws, decisions, and governmental regulations as they may affect the rights, responsibilities, and needs of gay, lesbian, bisexual, or transgendered identified people;
- Provide a cooperative structure through which research and publications in the field of sexual orientation and gender identification issues can serve the needs of all members of the Section and Bar;
- Provide a cooperative structure through which members of the Bar who are interested in sexual orientation and gender identification legal issues can work together to better understand the issues in the field and to develop and implement effective problem-solving approaches;
- Act as a liaison between the Bar, its Board of Governors, state and national GLBT organizations and committees of other state bars and other organizations dedicated to serving the needs of GLBT citizens;

- Take action to raise the visibility of GLBT people and to increase the knowledge and awareness of legal issues facing the GLBT community.
- Assist the efforts of the Executive Committee in any work undertaken with the Legislature, within the scope of General Rule 12, to enact and improve laws affecting GLBT citizens and to assist the Judiciary in the administration of justice as it pertains to GLBT citizens.
- Take on tasks as requested by the Executive Committee and membership of the section to implement section goals and policies.

3.0 Membership

- 3.1 Any active member of the Bar may be a voting member of the SOGILI Section and eligible for election to office in the SOGILI section upon request and payment of annual Section dues.
- 3.2 Any lawyer specially admitted to the Bar for educational purposes (APR 8(d)); as an Emeritus member (APR 8(e)); as a Foreign House Counsel (APR 8(f)); as a Military Lawyer (APR 8(g)); or authorized to practice as House Counsel pursuant to RPC 5.5(d); may be a voting member of the SOGILI section and eligible for election to office in the section.
- 3.3 Law students may be nonvoting Section members at a standard annual dues fee set by the Board of Governors.
- 3.4 As authorized by the Executive Committee of this Section, any interested person not otherwise listed in §3.1, §3.2, or §3.3 may be a non-voting member of the SOGILI Section and may attend Section meetings and receive Section newsletters and support the work of the Section in other ways.
- 3.5 Dues shall be paid annually in advance, in an amount to be established by the Executive Committee. Any person who fails to pay the annual dues shall cease to be a member of the Section. Changes in dues shall be effective for the fiscal year immediately following such determination.
- 3.6 The annual Section dues shall be used to support the activities of the Section according to the Bylaws of the Section, as authorized by the Executive Committee.

4.0 Meetings of the Membership

- 4.1 The Annual Meeting of the Section shall be held at a time and location determined by the Executive Committee. Finances permitting, a midyear meeting shall be held in conjunction with a major event of interest to the membership, or not later than two months prior to the Annual Meeting, to be decided by a vote of

the Executive Committee.

- 4.2 Special meetings may be held at a time and place designated by the Chairperson or a majority of the Executive Committee. The membership shall be notified of the date and location of a special meeting no less than 30 days prior to the meeting.
- 4.3 Notice of the Annual Meeting, midyear meeting, and any Special Meetings shall be published in the Section newsletter and/or transmitted by mail or electronic mail to all members of the Section at least 30 prior to the meeting.
- 4.4 Approval of any business brought before the membership at any annual, midyear, or special meeting of the Section shall be made by a majority vote of the members present in person, present telephonically, present by proxy, or who have submitted ballots by mail or electronic mail prior to the meeting date.
- 4.5 Members may cast their vote by proxy, by mail, or by electronic mail, or may appear telephonically with written notice to the Secretary of the Section. Members may request a written ballot from the Secretary of the Section no less than 5 days prior to the meeting at which a vote is to be taken. To vote by proxy, a member must send written notice to the Secretary of the Section designating another specific voting member of the Section to cast the proxy vote. Notice must be sent to the Secretary at least 5 days prior to the meeting at which a vote is to be taken.

5.0 The Executive Committee

- 5.1 The members of the Executive Committee will be elected from the voting membership to fill the following positions:
 - a. Chairperson;
 - b. Chairperson-elect;
 - c. Immediate Past Chairperson (except in the first year of existence of the Section);
 - d. Secretary;
 - e. Treasurer;
 - f. Up to 5 Trustees.
- 5.2 The Executive Committee shall meet at least every two months, a minimum of six times per year.
- 5.3 The Executive Committee shall be vested with the powers and duties necessary for the administration of the affairs of the Section including, without limitation, the power and duty to act on behalf of the Section in connection with the activities listed in §2.0. The Executive Committee shall have sole authority to approve the content and publishing of the Section newsletter and/or website, and the adoption of the budget and approval of expenditures, and shall perform duties

assigned to it by the Board of Governors of the WSBA.

- 5.4 The Executive Committee shall have the authority to determine the number and type of Section committees and sub-committees and shall appoint Chairpersons for all committees and sub-committees. All members of the Section may serve on any committee or subcommittee at the discretion of the Executive Committee.
- 5.5 A majority of the Executive Committee shall constitute a quorum, and may be present in person, by telephone or by written proxy. Action of the Executive Committee shall be determined by majority vote of the members of the Executive Committee presenting their votes in person, by telephone, or by written proxy.
- 5.6 At the request of any two members, action between meetings of the Executive Committee may be taken by a majority of all members of the Executive Committee by informal telephone or written poll.
- 5.7 Special meetings of the Executive Committee may be called to amend these Bylaws upon ten (10) days written notice of such meeting mailed to the members thereof, said notice to specify the purpose of such special meeting and the proposed amendment, as set forth in Article 10 hereof. Written notice of such meeting may be waived by 100% of those entitled to notice, by written waiver thereof. All other meetings shall be as set by the Chairperson of the Section.
- 5.8 If any officer or member of the Executive Committee fails to attend three successive meetings of the Committee, the position held by that officer or member of the Executive Committee is automatically vacated unless the Executive Committee determines by a recorded vote that good cause exists for one or more of the absences. The Executive Committee shall fill the vacancy for the unexpired term pursuant to section 5.3.

6.0 Officers

- 6.1 The Officers of the Section shall be the Chairperson, Chairperson-elect, Immediate Past Chairperson, Secretary and Treasurer.
- 6.2 Any officer of the Section may be removed by a majority vote of all members of the Executive Committee whenever it is judged that the best interest of the Section would be served thereby. The Executive Committee shall have the authority to appoint a replacement pursuant to §7.5.
- 6.3 The Chairperson shall be the principal executive officer of the Section and, subject to the Executive Committee's control, shall supervise the affairs of the Section. The Chairperson shall preside at meetings of the Section and the Executive Committee.
- 6.4 On expiration of the Chairperson's term, the Chairperson-elect shall automatically

become the Chairperson. The Chairperson-elect shall perform such duties as shall be assigned to him or her by the Chairperson or by the Executive Committee. The Chairperson-elect shall perform all of the duties of the Chairperson in the absence or inability to act of the Chairperson.

- 6.5 The Immediate Past Chairperson shall act as the Chair of the Nominating Committee.
- 6.6 The Secretary shall maintain minutes and records of all meetings of the Section and perform other duties as assigned by the Chairperson or Executive Committee.
- 6.7 The Treasurer shall work with the WSBA to maintain financial records of all income and expenditures for the Section and perform other duties as assigned by the Chairperson. Additionally, the Treasurer shall have the authority to approve expenditures of the Section for Section business in an amount not exceeding \$350.00 per expenditure, within the authority granted by WSBA as custodian of Section funds. Any expenditure of Section funds as authorized by the Treasurer hereunder shall be immediately reported to the Chairperson and Chairperson-elect. The fiscal year of the Section shall correspond to the fiscal year of the WSBA.
- 6.8 A Trustee shall serve in an advisory capacity to the Section and shall assist the Executive Committee as follows:
 - (a) To support the efforts of Section members to achieve the highest standards of competence, professionalism and ethics in their practices; and
 - (b) To assist the efforts of the Executive Committee in any work undertaken with the Legislature to enact and improve laws affecting GLBT citizens and to assist the Judiciary in the just administration of those laws.
 - (c) To take on tasks as requested by the Executive Committee and membership of the section to implement section goals and policies.

7.0 Election of Officers

- 7.1 The Chairperson-elect, Secretary, and Treasurer, shall be elected each year at the Annual Meeting by majority vote of the membership present in person, by telephone, or by written proxy, or who have submitted a ballot prior to the meeting.
- 7.2 The term of office for all officers of the Executive Committee shall commence with their election each year at the Annual meeting and shall continue until election of Executive Committee members at the subsequent Annual Meeting.
- 7.3 The Immediate Past Chairperson shall appoint a nominating committee no later than 90 days prior to the Annual Meeting for the purpose of nominating interested

qualified persons for the positions of Chairperson-elect, Secretary, and Treasurer. The nominating committee shall consist of no fewer than three members of the Section.

- 7.4 The nominating committee may nominate more than one candidate for each position. Notice containing the names of nominees selected by the nominating committee shall be mailed to voting members of the Section or published in the Section newsletter no later than 30 days prior to the Annual Meeting. The notice shall include names of persons nominated, the positions to which they have been nominated, and a statement that members of the Section may nominate persons to serve in any of these elected officer positions by written nomination to the Chairperson of the nominating committee received no later than 10 days prior to the Annual Meeting.
- 7.3 To be accepted, nominations from members must include the name of the person nominated, the position for which he or she is nominated, and shall contain the written endorsement (by signature or letter) of three members of the Section.
- 7.4 If the nominating committee has nominated only one candidate for a particular position, and if no additional nominations are received for that position by the Chairperson of the nominating committee as provided above in this Section 7.4, the person nominated by the nominating committee shall be deemed elected.
- 7.5 Vacancy of any position on the Executive Committee shall be filled by a majority vote of all members of the Executive Committee for the unexpired portion of the term.

8.0 Election of Trustees

- 8.1 Except as provided in §8.6, Trustees shall be elected at the Annual Meeting for terms of two years. Terms of all Trustees will begin at the close of the Annual Meeting at which they are elected and will end at the close of the Annual Meeting two years hence when their successor has been elected and qualified.
- 8.2 The Chairperson of the Section shall solicit nominations for Trustees from the membership prior to or during the Annual Meeting. All nominees for Trustees must be current, voting members of the Section. Nominations may be made or seconded by any voting member of the Section, in person, by proxy, or by written or electronic communication.
- 8.3 Nominees for Trustee shall be given the opportunity to address the membership during the Annual Meeting, prior to the election of the Trustees.
- 8.4 Trustees shall be elected by a majority vote of the membership present at the Annual Meeting in person, by telephone, or by written proxy.

8.5 The Trustees who shall be elected by a vote of the Section at the first Annual Meeting shall be elected in groups designated as A and B. The A group (two Trustees) will hold office for three years, the B group (three Trustees) will hold office for two years. Elections for the Trustees' successors shall subsequently all be for 2-year terms.

8.6 Vacancy of any Trustee position shall be filled by a majority vote of all members of the Executive Committee for the unexpired portion of the term.

9.0 Publications

9.1 The Section may publish a newsletter or other written or electronic materials and documents to further the objectives of the Section.

10.0 Amendment

10.1 These bylaws may be amended by either of the following means: (1) at any Annual Meeting of the Section by a majority vote of the members of the Section present in person, by telephone, or by written proxy; (2) at any regular or special meeting of the Executive Committee of the Section called for the purpose of amending the bylaws upon at least ten (10) days written notice to the members thereof, by a majority vote of all members of the Executive Committee. No amendment of these bylaws will be effective until approved by the Board of Governors of the Washington State Bar Association.

Approved by the Board of Governors March 3, 2006; amendments approved April 26, 2008..