

BY-LAWS
of the
MISSISSIPPI WATER AND SEWAGE WORKS OPERATORS

ARTICLE I - MEETINGS

1. Regular meetings of the Association shall be held annually at the time and place of the annual Water and Sewage Works Operators Short Course.
2. The President may call special meetings when he deems it expedient, stating the purpose of such meetings. No business other than that stated shall be transacted at a special meeting. The Secretary-Treasurer shall mail notice of date and place of such meetings to the entire membership list, at least fifteen (15) days prior to the meeting date.

ARTICLE II - ORDER OF BUSINESS

1. The order of business at the Annual Meeting shall be as follows:
 - a. Reading of the minutes of the meetings of the year.
 - b. Report of the Secretary-Treasurer.
 - c. Report of Standing Committees.
 - d. Report of Special Committees.
 - e. Unfinished business.
 - f. New business.
 - g. Election of officers.
 - h. Adjournment.

ARTICLE III - DUTIES OF OFFICERS

1. The President shall assume office immediately after the Annual Meeting at which he was elected, and shall serve for a period of one year or until the time of the next annual election, at which time he shall be automatically succeeded by the President-elect. He shall, during his term of office, preside at all meetings, whether regular or called, of the Association, and shall also preside at all meetings of the Board of Governors.
2. The President-elect shall preside at any meeting of this Association or its Board of Governors, in the absence of the President, and shall succeed the President in office at the time of the annual election, a year more or less, subsequent to the time of his election.
3. The Secretary-Treasurer shall keep accurate minutes of all meetings of this Association or its Board of Governors, and perform such other duties incident to his office as may be prescribed in the Constitution and By-Laws, or from time to time by the President, the Board of Governors, or this Association. He shall further keep an accurate record of all members and collect, disburse, and keep an accurate record of all money of this Association, making an accounting to this Association as prescribed by the Board of Governors.

4. The Board of Governors shall consist of the latest living Past President, the President, the President-elect, the Secretary-Treasurer, and five (5) Directors. No member of the Board of Governors except the Secretary-Treasurer may succeed himself in office.

ARTICLE IV - FISCAL YEAR AND DUES

1. The fiscal year of the Association shall begin on January 1st of each year and end on the following December 31st.
2. The annual dues shall be two dollars (\$2.00), payable in advance of the beginning of the fiscal year, except that Honorary Life Members shall be exempt from payment of dues. If dues for the current fiscal year are not paid by April 1st of that year, the member shall be dropped from the Association. The Secretary-Treasurer shall notify each delinquent member at least two weeks prior to April 1st, of the member's delinquency in dues.

ARTICLE V - RESIGNATION AND EXPULSION OF MEMBERS

1. Any person whose indebtedness to the Association has been fully paid may withdraw from membership by notifying the Secretary-Treasurer. Any person so notifying or any member having been dropped from the roll because of delinquent dues may, at the discretion of the Board of Governors, be reinstated upon payment of a Three Dollar (\$3.00) reinstatement fee. The reinstatement fee to include the current years dues.
2. Upon the written request of five members that, for stated cause, any member be expelled, the Board of Governors shall consider the matter, and if it deems best, shall advise the member that his resignation will be accepted. The member shall, however, have the right to demand and receive a copy of the charge against him, and shall have a reasonable time to present a written defense. The Board of Governors may then pass finally upon the matter, and may by an affirmative vote of two-thirds of the members of the Board of Governors, expel the member, in which case he shall be notified at once and his name dropped from the list of members.

ARTICLE VI - COMMITTEES

1. All Standing Committees of the Association shall be appointed by the President immediately after he assumes office at the Annual Meeting.
2. The Standing Committees shall be:
 - a. Constitution and Rules Committee. It shall be the duty of this committee to review any or all parts of the Constitution and By-Laws and the provisions contained therein upon receipt of such instructions from the President. The committee shall report to the Board of Governors in writing any recommended additions, deletions, alterations, or clarifications to the existing Constitution or rules of the Association.

b. Program and Short Course Committee. It shall be the duty of this committee to act as an advisory group to the Mississippi State University Extension Division and to the Mississippi State Board of Health in such matters as establishing the dates and arranging the programs for the Annual and Regional Short Schools. It shall also arrange the program and other details for the Annual Meeting of the Association.

c. Membership Committee. It shall be the duty of this committee to induce qualified persons who are not members of the Association to join. It will also assist applicants in submitting the necessary application information.

d. Publicity Committee. It shall be the duty of this committee to arrange for favorable publicity for the Association through the newspapers, periodicals, and other means. It should be particularly active immediately prior to and during the Annual and Regional Short Schools and should attempt to better educate the public to the objectives and advantages of the Association.

3. The president may appoint such special committees as are deemed advisable and shall be ex-officio members of each. All special committees shall expire with the Annual Meeting following their appointment unless specifically extended by vote of the Board of Governors.

ARTICLE VII - BOARD OF EXAMINERS

1. There shall be a Board of Examiners consisting of nine members; one member being the Director of the Bureau of Sanitary Engineering of the Mississippi State Board of Health, or a representative designated by him who is hereby designated Chairman of the Examining Board; two members from the faculty of the Engineering Schools of Mississippi active in the Association and six members from the Association, three of which shall be water works operators, and the other three sewage works operators. The President shall serve as an ex-officio member of the Board.

2. The two members from the faculties of the Engineering Schools shall be elected by a majority vote of the Board of Governors, and shall serve for a term of three years. These members may succeed themselves in office.

3. At each Annual Meeting of the Board of Governors, one water works operator and one sewage works operator shall be elected to the Board of Examiners to serve for a period of three years thereafter. Candidates shall receive the approval of the Bureau of Sanitary Engineering of the Mississippi State Board of Health, prior to election by the Board of Governors.

4. The duties of the Examining Board shall be as follows:

a. To act as advisory committee to the Mississippi State Board of Health in all matters pertaining to any voluntary certification program.

5. The Secretary-Treasurer shall be the recording secretary of the Board of Examiners. It shall be his duty to meet with the Board and to duly record all minutes of the meetings.

ARTICLE VIII - ASSOCIATION PUBLICATIONS

1. A newsletter may be published and distributed to the entire membership list as often as believed advisable by the Governing Board.

ARTICLE IX - AMENDMENTS

1. Any amendment to the By-Laws may be made by a two-thirds vote of the Active Members present at any Annual Meeting; provided it has been previously proposed in writing with signatures of at least five (5) Active Members, and due notice thereof has been sent to each member with a notice of the Annual Meeting.