

LIMITED JURISDICTION JUDGES ASSOCIATION

BYLAWS

CHAPTER I

Name

The name of the Association shall be the LIMITED JURISDICTION JUDGES ASSOCIATION, an Arizona Non-Profit Corporation (hereinafter "Association").

CHAPTER II

Purpose

The purpose of the Association shall be to consider and contend with, by all lawful means, and consistent with the Arizona Code of the Judicial Conduct, concerns involving members of the judiciary of the State of Arizona, so as to improve the welfare of Arizona Limited Jurisdiction Judges and the judiciary of the State of Arizona.

CHAPTER III

Principal Office

The principal office of the Association shall be located within the State of Arizona at the official address of the then President of the Association. The Association may have such other offices as may be designated by its Executive Board.

CHAPTER IV

Membership

(A) GENERAL MEMBERSHIP: General Membership in the Association shall be available to any current: 1) Justice of the Peace, 2) Municipal Court Judge/Magistrate, and/or 3) Justice of the Peace or Municipal Court Judge/Magistrate Pro-Tempore, who is eligible to become and remain a General Member of this Association with full voting privileges, provided such member dues are paid in full and is otherwise is in good standing.

(B) HONORARY MEMBERSHIP: All retired Justices of the Peace, Municipal Court Judge/Magistrates and Justices of the Peace or Municipal Court Judge/Magistrate Pro-Tempore's may be Honorary Members of the Association upon application and by majority vote of the Directors. Any other persons, by majority vote of the Directors of the Association, may be awarded an honorary Membership in the Association. No dues shall be charged for Honorary Membership, and such membership shall be without voting privileges. Honorary Membership is for Life and shall not require annual renewal once approved.

(C) ASSOCIATE MEMBERSHIP: Any Hearing Officer, Court Manager or Court Staff who work in a Limited Jurisdiction Court is eligible to become an associate member of this Association, with no voting privileges and upon the payment of annual dues.

(D) VOTING: Each General Member shall be entitled to one vote in the affairs of the Association, provided dues are paid in full.

(E) DURATION OF MEMBERSHIP: Membership shall be for the annual period of January 1st to December 31st of each year, regardless of the date that membership initiates and/or dues are paid. Membership must be renewed annually. Membership in this Association may terminate by voluntary withdrawal or otherwise as provided in these bylaws. All rights, privileges, and interests of a member in or to the member may, by giving written notice of such intention, withdraw from membership.

(F) ANNUAL DUES: All General and Associate Members shall be required to pay annual dues. The annual dues required for General and Associate Membership in the Association shall be set annually by the Board of Directors for the following calendar year, which shall begin on January 1st of each year.

CHAPTER V
Meetings

(A) ANNUAL MEETING: There shall be an annual meeting of the Association, usually coinciding with the Association Annual Conference, but any time prior to November 1 of each year as ordered by the Executive Board, the meeting shall be held to Elect Officers, receive reports, and to transact other business. The Annual Meeting shall be open to all members.

(B) QUORUM: Fifteen percent of in good standing and paid General Members of this Association, when present at any Annual Meeting, Special Meeting or any other general membership meeting, shall constitute a quorum. In case there are less than this number, the presiding officer may adjourn from time to time until a quorum is present.

(C) ORDER OF BUSINESS: The order of business at annual meetings, unless otherwise ordered by the Executive Board, shall be as follows: (1) Call to order; (2) Reading of minutes of previous meeting; (3) Reports of officers; (4) Reports of Executive Board and special committee(s); if any; (5) Unfinished business; (6) New business; (7) Election of officers for the coming year, and (8) Adjournment. The order of business may be altered or suspended at any meeting by a majority of the members present.

(D) SPECIAL MEETINGS: Special meetings of the Association may be called at any time by the President, or in the President's absence by the Vice-President or Secretary. Alternatively, the members of the Association, upon the written request of not less than 15 percent of the General Members of the Association, may call a special meeting by providing that request to the Executive Board.

(E) NOTICE OF MEETINGS: Notice of the Annual Meeting or any Special Meeting shall be sent to all members via mail, email, or other appropriate electronic means at least 15 days before the time appointed for the meeting.

(F) MEETING LOCATION: Any meeting of the Association may be held in-person, virtually (electronically) or any hybrid combination of in-person and virtual, as may be appropriate.

CHAPTER VI
Officers

(A) ELECTIVE OFFICERS: The elective officers of the Association shall be president, vice-president, secretary, and treasurer. Other offices and officers may be established and appointed by the General Members of the Association at the regular annual meeting. Prior to each annual meeting, the Nomination Committee shall meet and nominate candidates for the elective offices of the Association for the succeeding year, with such nominations to be presented at the time of the annual meeting. Additional nominations for each office may be made from the floor by any General Member/s. In nominating the Officers, the Nomination Committee shall use its best efforts to ensure that there are an equal number of Justice of the Peace officers and Municipal Judge/Magistrate officers serving on the Executive Board.

(B) TERMS: The President, Vice-President, Secretary and Treasurer shall take office immediately upon their election, and shall serve for a term of one year and until their successors are duly elected. Vacancies in the office of President, Vice-President, Secretary or Treasurer may be filled by the Executive Board, for a period extending until the next annual meeting of the Association.

(C) PRESIDENT: The President shall be the chief officer of the organization, and shall be present at meetings of the Association and of the Executive Board. The President shall be a member ex-officio of all committees. The President shall communicate to the Association such matters and make such suggestions as may in the President's opinion tend to promote the welfare and increase the usefulness of the Association and shall perform such other duties as are necessarily and customarily incident to the office of President.

(D) VICE PRESIDENT: The Vice-President shall perform all duties of the President during the absence of the President, together with other duties as may be assigned to him or her by the President or the Executive Board. The Vice-President shall be a member ex-officio of all committees.

(E) SECRETARY: In addition to such other duties as may be defined by the Executive Board, the Secretary shall: (1) give notice of and attend all meetings of the Association and all committees and make provision for keeping of a record of the proceedings; (2) conduct correspondence and carry into execution all orders, votes and resolutions not otherwise committed; (3) keep a list of the members of the Association; (4) establish a mechanism for the collection of dues and their payment to

the Treasurer (in this connection the Secretary may function as an assistant treasurer for the purpose of collecting dues and issuing receipts therefore); and (5) act as credentials chairman during elections.

(F) **TREASURER:** The Treasurer shall keep a permanent account for all monies received and expended by and for the use of the Association, and shall make disbursements authorized by the Executive Board or President. All sums received shall be deposited by the Treasurer in the bank or banks approved by the Executive Board, bearing the names of the President and the Treasurer. The Treasurer shall make a report at the annual meeting or when called upon by the President. Funds may be withdrawn from the permanent account of the Association by the Treasurer. The duties of the Treasurer may be delegated to an Assistant Treasurer. The Treasurer may select an Assistant Treasurer upon approval of the Executive Board.

(G) **MEMBERS OF THE EXECUTIVE BOARD:** The President, Vice-President, Secretary, Treasurer and Immediate Past President of the Association shall be members of the Executive Board.

(H) **DIRECTORS:** There shall be not less than four, nor more than sixteen additional members, called Directors, as appointed by a vote of the Executive Board. These Directors shall serve as the Board of Directors until the next election. The Board of Directors shall act in an advisory capacity to the Executive Board as to the operation of the Association. In the appointment of a Board of Directors, the Executive Board shall use its best efforts, but shall not be required, to ensure that there are an equal number of Justice of the Peace Members and Municipal Judge/Magistrate Members serving on the Board of Directors.

(H) **NOMINATION COMMITTEE:** Each year, prior to the Annual Meeting, the President shall appoint a Nomination Committee. The Nomination Committee shall nominate General Members in good standing as candidates for the offices of the Association. This committee of three or more persons shall be composed of General Members of the Association, the current Secretary of the Association, acting as the credentials chairman, and any others as designated by these bylaws, or as appointed by the President in order to provide a viable committee. The most recent former President of the Association shall serve as Chair, if available, otherwise, the Chair will be selected by the President.

CHAPTER VII Executive Board

The Executive Board shall have supervision, control, and direction of the affairs of the Association, shall execute the policies and decisions of the General Membership as represented by the Board of Directors, shall actively pursue the Association's objectives, and shall have discretion in the disbursement of the Association's funds. It may adopt such rules for the conduct of its business as shall be deemed advisable, and may, in the execution of powers granted, appoint subcommittees or agents to work on specified problems or reports. The Executive Board shall have a regular meeting at the time and place of the annual meeting, and shall report to the membership on its committees. It shall meet on the call of the President.

CHAPTER VIII Elections

(A) **OFFICERS:** The election of Association officers shall take place annually at the time and place of the regular Annual Meeting. Any General Member in good standing shall be eligible for office. Candidates who receive the highest count of votes cast shall be elected.

(B) **PROXY VOTE:** Any General Member may delegate their vote by proxy, in writing, to any other General Member in good standing, in writing. Such proxy may cover any matter at any regularly noticed meeting. A proxy shall not be in effect unless and until written notice of the proxy is provided to the Secretary.

(C) **MAIL VOTE:** When, in the judgment of the Executive Board, any questions shall arise that should be put to a vote of the General Membership, and when deemed inexpedient to call an in person special meeting for that purpose, it may, unless otherwise required by these bylaws, submit the matter as a Special Meeting to the General Membership in writing by vote, by either certified regular mail, or by email or other similar electronic means and the question thus presented shall be determined according to a majority of the votes received by mail and or email or other similar electronic means within thirty (30) days after such submission to the General Membership. Action taken in this manner shall be as effective as action taken at a duly called meeting.

CHAPTER IX Amendments

These Bylaws may be amended, repealed, or altered in whole or in part, by majority vote at the annual meeting or any special meeting called for that purpose provided each member in good standing is notified of the proposed changes or amendments at least 30 days prior to the meeting at which changes or amendments will be voted on.

CHAPTER X
Non-Profit Status

This Association is not intended as a profit-making organization, nor is it founded with the expectation of making a profit. This Association shall use its funds only for objects and purposes specified in these bylaws, and for the benefit of the Association and membership.

CHAPTER XI
Dissolution

Upon the dissolution of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

WE HEREBY CERTIFY THAT THE FOREGOING WERE DULY ADOPTED AS THE BYLAWS OF THE ARIZONA XXXX ASSOCIATION BY A MAIL IN VOTE OF THE MEMBERSHIP OF THE ASSOCIATION HELD DECEMBER XX, 2023.