HOW TO ESTABLISH A NEW SECTION OF THE NEW HAMPSHIRE BAR ASSOCIATION

Establishing a section requires written application of 30 or more members submitted to the Board of Governors along with the following:

- Proposed first year and long term objectives, and
- Proposed by-laws conforming in general with the MODEL SECTION BY-LAWS (see below) subject to Association approval.

For further clarification on NHBA Sections, visit the Bar’s Website at www.nhbar.org. You can locate Article X of the By-Laws of the New Hampshire Bar Association under “About the Bar.”

Requests should be submitted to Denice DeStefano, Assistant Executive Director, for inclusion on the next Board of Governors meeting agenda. Questions can be referred to Patricia Frechette as well.
We, the undersigned, petition for the establishment of the __________________________ Section of the New Hampshire Bar Association.
NEW HAMPSHIRE BAR ASSOCIATION
MODEL SECTION BY-LAWS

Article I: Name and Object
A. The Section shall be known as the ________________________________ Section of the New Hampshire Bar Association.
B. The object of this Section is the improvement of the professional knowledge and skills of its members in relation to ________________________________.

Article II: Membership and Dues
A. Any member of the New Hampshire Bar Association is entitled to membership in this Section upon application to the New Hampshire Bar Association and payment of such Section dues as have been duly established by the Section, based on a fiscal year beginning June 1 and ending May 31 of the following year. Dues are presently set at $40.00.
B. Interested professionals or paralegals in related fields may subscribe to section mailings and attend section activities, paying section subscription fees as established by the Association. Section subscribers shall have no vote in Section affairs, and may be excluded from any or all meetings by vote of the Section. Section subscribers shall not hold office in the Section. Specific section subscribers may be removed from membership by vote of the Section, with no subscription fee refund required.
C. Student Members. A person enrolled in a recognized (i.e. who’s graduates may take the New Hampshire Bar Admission examination) law school may become a student member of the section by application, with verification of enrollment and payment of dues established by the Bar’s Board of Governors.
D. Dues and subscription fees shall be paid to and held by the Bar Association. Proposed expenditures must be approved by the Assistant Executive Director and then by a vote of the Section. This Section shall incur no obligation unless approved by the Bar Association.

Article III: Officers
A. The Officers of the Section shall be a Chair, Vice-Chair and Clerk.
B. The Officers shall be elected at the annual meeting of the Section by a majority of the members present and voting. The term of office shall be one year from the close of the annual meeting.
C. Special Committees may be appointed from the membership as the Chair may deem appropriate, for such purposes as the Section may determine.

Article IV: Duties of Officers
A. The Chair, or in the Chair’s absence, the Vice-Chair, shall preside at all meetings of the Section. The Chair shall appoint the Chair and members of all Section Committees, and shall plan and superintend the program of the Section during his or her term, subject to the approval of the Bar Association, and shall keep the Bar Association duly informed of the Section activities. The Chair shall make a written report at least annually to the Executive Director of the Bar Association at least two weeks prior to the Mid-Winter Meeting for general distribution at that meeting. The Chair shall perform such other duties which usually pertain to that office.
B. The Vice-Chair shall regularly attend Section meetings and assist the Chair in the performance of his or her duties. Upon the death, resignation or disability of the Chair, or in the Chair's absence, the Vice-Chair shall perform the duties of the Chair.

C. The Clerk shall keep a record of the proceedings of the Section meetings. When directed by the Chair, the Clerk shall arrange for the publication of Section materials through the offices of the Bar Association.

*Article V: Meetings*

A. Sections shall hold at least two general membership meetings per year, one being between January 15 – March 15 for the purpose of election of officers. (Amended by vote of the Membership at the April 4, 2001 meeting).

B. Other meetings, and at least one other meeting, will be held during the year, as voted by the membership or as called by the Chair, at such time and place as the Chair shall select. Notice of special meetings shall be given by publication of the *New Hampshire Bar News*, or by such other method as may give fair notice to the membership.

C. The members of the Section present at any meeting shall constitute a quorum for the transaction of business.

D. Any action by the Section shall be by majority vote of the members.

*Article VI: Amendments*

A. These By-laws may be amended at any annual meeting of the Section by a majority vote of the members present and voting, provided that such proposed amendment shall first have been sent at least thirty days in advance to each Section member. All amendments shall take effect only upon approval by the Bar Association.

*Article VII: Other Provisions*

A. Where Bar Association approval is required by these By-laws, an affirmative vote of the Board of Governors of the New Hampshire Bar Association shall suffice.