SAN JOAQUIN COUNTY CHAPTER BYLAWS

California Grand Jurors' Association

The name of the organization shall be San Joaquin County Chapter, California Grand Jurors' Association (CGJA). The San Joaquin County Chapter is joined with the California Grand Jurors' Association in promoting the purposes of the CGJA Articles of Incorporation and shall advance the goals and objectives of the CGJA within the State and particularly within San Joaquin County to develop competence, serve as resource enabler, initiator of action and communicator of information.

A. The San Joaquin County Chapter is organized exclusively for charitable and educational purposes under section 501(c)(3) of the Internal Revenue Code.

B. A 501(c)(3) organization may not engage in carrying on propaganda, or otherwise attempting to influence legislation as a substantial part of its activities. Whether an organization has attempted to influence legislation as a substantial part of its activities is determined based upon all relevant facts and circumstances. However, most 501(c)(3) organizations may use Form 5768 "Election/Revocation of Election by an Eligible Section 501(c)(3) Organization to Make Expenditures to Influence Legislation" to make election under 501(c)(3) to be subject to an objectively measured expenditure test with respect to lobbying activities rather than the less precise "substantial activity" test. Electing organizations are subject to tax on lobbying activities that exceed a specified percentage of their exempt function expenditure.

C. The property of this organization is irrevocably dedicated to charitable or educational purposes and no part of the net earnings of the organization shall inure to the benefit of, or be distributed to its members, trustees, officers or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof.

D. Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future tax code, or shall be distributed to the federal government or to a state or local government, for a public purpose.

ARTICLE 1. OFFICE

The principal office of the San Joaquin County Chapter for the transaction of business is located with the President of the Chapter.

ARTICLE 2. PURPOSE

The San Joaquin County Chapter accepts the purposes of the CGJA as part of its own purposes (1-10). The San Joaquin County Chapter may add purposes of its own as appropriate for its particular situations in San Joaquin County so long as those purposes do not conflict with CGJA or requirements for a tax exemption under section 501(c)(3) of the Internal Revenue Code.

1. To provide the general public with informational and educational materials and activities on the California grand jury system that will help increase public awareness of the valuable role the grand jury plays in our democratic system of government;

2. To promote comprehensive training and orientation of all new grand jurors throughout the State;

3. To promote adequate funding, office and meeting facilities, and other support as typically required by grand juries to be provided to them in all counties throughout the State pursuant to fulfilling their lawful duties;

4. To promote the preservation of all grand jury reports issued throughout the State during its history both in counties of origin and in a centralized State archival repository accessible to the public, historians, scholars, students and other researchers;

5. To advocate publication of all grand jury reports and official responses to those reports in a public newspaper or other medium for community-wide distribution to educate the public regarding the final grand jury investigative findings and recommendations and the official reactions to them;

6. To advocate that social studies and history classes and texts in California secondary schools contain comprehensive information regarding the role of the grand jury in California;

7. To publish a statewide informational newsletter to provide current comprehensive information on activities regarding the grand jury;

8. To sponsor an annual statewide conference of grand jurors and others interested in matters pertaining to the preservation and enhancement of the California Grand Jury institution;

9. To work toward the preservation and enhancement of the grand jury system by studying issues or legislation that specifically pertains to the grand jury and to make recommendations based on non-partisan analysis to the appropriate body or legislature;

10. To undertake any other efforts consistent with the foregoing that will increase the public knowledge of the grand jury system and the contributions it has made and continues to make to California's citizenry and toward good government.

ARTICLE 3. GOVERNING RULES AND POLICIES

The San Joaquin County Chapter is organized within the structure of its own bylaws and policies. The voting membership shall be the governing body of this organization and subject to California Grand Jurors' Association bylaws and policies.

A. The Chapter shall have officers elected by the membership, which shall include a president, vice president, secretary, treasurer and member at large at a minimum. On a simple majority (51%) vote of a minimum 50% of the eligible members, the option for the Secretary and Treasurer positions to be filled by a single officer titled Secretary Treasurer is permitted, whose combined duties remain as delineated in Article 6., Sections 2, 8, and 9.

B. One of these officers shall be designated as contact person with CGJA and responsible to report any changes of the chapter's bylaws or rules to the CGJA President. The Chapter shall undertake to support the programs and advocacy positions of the CGJA.

C. The CGJA and the Chapter will use their best effort to undertake an annual project mutually agreeable to the Chapter and to the CGJA.

D. The Chapter shall advise the CGJA board of directors if at any time it finds itself unwilling or unable to conform to these requirements. Such advice shall include the Chapter's recommendation as to actions needed to return the Chapter to conformance with their requirements. The CGJA board of directors will decide whether the Chapter proposals are adequate and if not, what action will be required up to and including revocation of the Chapter's charter.

E. The Chapter shall provide a list of all paid employees of the Chapter to the CGJA President, and advise the President of any changes to that list

F. The Chapter shall provide a list of its voting members with name, address, phone number and email information at least once per year (by July 15) to the CGJA President.

G. The Chapter rules may not include anything that threatens the tax-exempt position of the Chapter or the CGJA; nor may they omit anything required to maintain the tax-exempt status.

H. The Chapter must file a Form 990 annually with the IRS and notify the CGJA Chair of the Membership Relations Committee of that filing.

ARTICLE 4. MEMBERS

Section 1: A MEMBER ORGANIZATION

Membership shall consist of voting members and such other non-voting class(es) of members as the members shall determine.

All voting members of the Chapter must be members in good standing of the Chapter.

The Chapter shall notify CGJA if at any time they have less than five of these voting members, referred to as dual members.

Section 2: QUALIFICATION

A voting member is an individual who has served, or is serving, on a regular Grand Jury per the California Penal Code, Sections 888 and 901, and who is in good standing in the Chapter having complied with the Chapter's requirements for membership, including the payment of dues.

Section 3: MEMBERSHIP DUES

The annual membership dues and other fees of this organization shall be established by the Chapter members. A member is in good standing only when dues are current. Annual dues shall be for the period July 1 through June 30. Those members whose dues are not paid within 30 days of July 1, shall be notified in writing that dues are in arrears. If not paid within 30 days of such notification, they shall be dropped from the membership unless the members extend the time of payment.

The Chapter shall provide a list of the names of its members who are also members of CGJA (dual members) to the President of CGJA no less frequently than annually on or before September 15th of each year.

Section 4: RESPONSIBILITIES OF VOTING MEMBERS

The Chapter voting members are responsible for the election of officers to whom they look to for guidance and direction of the nonprofit corporation/organization in accordance with the provisions in these Bylaws.

Section 5: ANNUAL MEMBERSHIP MEETING

The annual meeting shall be held within 90 days of June 30. The following items shall be on the agenda:

A. Report by the membership - work done, planned program and financial position;

B. Election of Officers;

C. Other Business as agreed by the membership.

A notice of the Annual Meeting shall be delivered to the voting members 30 days prior to the meeting via telephone, fax transmission, or email. A quorum for the transaction of business at the Annual Meeting shall consist of a minimum of 50% of the voting members. Voting shall be based on a simple majority (51%) for approval of proposed decisions or actions.

Section 6: PLACE OF MEETINGS

Meetings shall be held at a designated place by resolution of the membership.

Section 7: REGULAR MEETINGS

Regular meetings of the membership shall be held no less than quarterly per year. Times and places of the meetings are set by the officers.

Section 8: NOTICE OF MEETINGS

Regular meetings of the Chapter membership shall have notice of no less than 10 days and no more than 30 days. Special meetings shall be held upon at least five (5) business days (weekdays) notice by first class mail, counted from the date of mailing or 48 hours of notice delivered by telephone, fax transmission, or email. Notice shall specify the place, day and hour of the meeting and the urgent items to be discussed.

Section 9: CONDUCT OF MEETINGS

Meetings of the membership shall be presided over by the Chapter President or, in his or her absence, by the Vice President. If either the President or Vice President are unable to attend the meeting then they may designate a voting member to conduct the meeting. The Secretary of the Chapter shall act as secretary of the meetings.

Section 10: QUORUM AND VOTING

A quorum for regular meetings of the chapter shall consist of a minimum of 7 eligible voting members. Voting will be by simple majority (51%) for approval of proposed decisions or actions.

ARTICLE 5. OFFICERS

Section 1: NOMINATION AND ELECTION OF OFFICERS

At the annual membership meeting, officers are to be elected based on nominations from the floor, and voted by voting members of the Chapter in good standing.

Section 2: DUTIES

It shall be the duty of the officers to take actions needed to establish a program of activity for the Chapter in support of the sitting grand jury in San Joaquin County. Each officer will provide his or her address to the Chapter Secretary. The officers as a body will establish meeting times for the Chapter membership. The President or designee officer will establish and maintain close ties with the Membership Relations Committee of the California Grand Jurors' Association. It shall be the responsibility of the officers to perform any and all duties required of them by law and by these bylaws.

Section 3: QUALIFICATIONS, ELECTION AND TERM OF OFFICE

Any voting member in good standing may serve as an officer of the Chapter. Officers shall be elected by the membership. Elected officers shall serve a term of one (1) year and serve to the end of the annual meeting or until his or her successor shall be elected and qualified, whichever occurs later.

Section 4: RESIGNATION

Any officer may resign at any time by giving written notice to the President or Secretary of the chapter. Any such resignation shall take effect at the date of the receipt of such notice or at any later date specified therein and unless otherwise specified, the acceptance of such resignation shall not be necessary to make it effective.

Section 5: VACANCIES

In the event of a vacancy in any office other than that of President, such vacancy may be filled by the President with ratification by the membership.

Section 6: DUTIES OF THE PRESIDENT

The President shall be the Chief Executive Officer of the Chapter. The President shall supervise and control the affairs of the Chapter and the activities of the officers and act as liaison to the California Grand Juror's Association. The President shall perform all duties incident to the office as may be required by the Chapter. The President shall preside at all meetings; execute such contracts, checks or other instruments which may be authorized by the membership. The President shall appoint, upon taking office, a parliamentarian and the standing committee chairpersons with approval of the membership. The President may accept any contribution, gift, bequest or devise for charitable or public purposes of this Chapter.

Section 7: DUTIES OF THE VICE PRESIDENT

In the absence of the President, the Vice President shall perform all duties of the President and when so acting shall have all the power and be subject to all the restrictions on the President. The Vice President shall have other powers and perform such other duties as may be prescribed by these bylaws or by the membership.

Section 8: DUTIES OF THE SECRETARY

The Secretary shall perform all duties incident to the office and such other duties as may be required by law, the Chapter bylaws, and duties assigned to him or her from time to time by the membership. The Secretary shall certify and keep a copy of these bylaws and a copy of the bylaws of the CGJA. The Secretary shall keep a book of the minutes of all meetings of the membership of the Chapter and will make sure all notices are given. The Secretary shall be the custodian of the records of the Chapter.

Section 9: DUTIES OF THE TREASURER

The Treasurer shall have charge and custody of all funds. The Treasurer shall receive, deposit and disburse all funds in the name of the Chapter. All checks for payment of bills shall be signed by the Treasurer or one of two designated alternate officers. All bills over $100 shall be approved by the membership before payment. The Treasurer shall keep and maintain records of the business transactions and provide an account of financial transactions and reports of the financial condition of the Chapter to the membership at least quarterly. The Treasurer shall prepare or cause to be prepared financial statements to be included in required reports and shall prepare and provide necessary materials for an informal audit. The Treasurer shall provide an annual audited statement of the Chapter's financial condition to the CGJA Treasurer for corporate reporting purposes. The Treasurer may accept on behalf of the Chapter any contribution, gift, bequest or devise for charitable or public purposes.

Section 10: COMPENSATION

Officers shall serve without compensation.

ARTICLE 6. COMMITTEES

Section 1: COMMITTEES

The membership may appoint or disband standing committees or other committees as it may find necessary and appropriate. The Chairperson and members of the committees shall be members of the Chapter in good standing.

Section 2: ADMINISTRATIVE GUIDELINES FOR COMMITTEES

The membership shall establish guidelines for each committee, which may include the responsibility for appointment of members and chairperson; responsibility for direction of the work; budget and financial responsibilities and constraints; tenure of chairperson and members and such other matters as needed for the orderly administration of each committee.

ARTICLE 7. CHAPTER RECORDS

Section 1: MAINTENANCE OF CHAPTER RECORDS

The Chapter shall maintain copies of the minutes of the Chapter meetings and adequate books and records of business transactions and account of assets, liabilities, receipts, disbursements, gains and losses. The Chapter shall maintain a copy of the California Grand Jurors' Association Articles of Incorporation and Bylaws.

Section 2: ANNUAL REPORT

The Chapter Officers shall cause an annual report to be furnished to the membership not later than 30 days after the close of the Chapter's fiscal year. This report will include a financial statement, comments about the Chapter program over the past year, and the reports of chairpersons of any Committees operating within the Chapter.

Section 3: MEMBERS' INSPECTION RIGHTS AND RIGHT TO COPY

Every member has a right to inspect and copy Chapter records and documents with reasonable notice at the members own expense.

ARTICLE 8. FISCAL YEAR

The fiscal year of the Chapter shall commence on July1 and end on June 30 of the following calendar year.

ARTICLE 9. PARLIAMENTARIAN AUTHORITY

Except as otherwise specifically set forth in these bylaws or in the California Grand Jurors' Association Articles of Incorporation and Bylaws, all meetings shall be conducted pursuant to Roberts' Rules of Order, latest edition.

ARTICLE 10. BYLAWS AMENDMENTS

These Bylaws may be amended at a regular meeting of the membership provided that 30 days notice of the meeting is given to voting members via phone, fax transmission, or email. Bylaws may be amended by a simple majority (51%) vote of a minimum of 50% of the Chapter voting members.
A copy of the change shall be sent to the CGJA President and Secretary.

ARTICLE 11. CHAPTER DISSOLUTION

In the event that the Chapter dissolves, any remaining assets and monies shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future tax code, or shall be distributed to the federal government or to a state or local government for a public benefit purpose.

No corporate profits or assets are to be shared by Chapter members.

The Officers of the Chapter shall have the authority to deliberate and vote on the question of presenting to the full membership for the Chapter to be dissolved. The members in good standing at the time will be eligible to vote which will be by written ballot. A notice of the Dissolution Meeting shall be delivered to the voting members 30 days prior to the meeting via telephone, fax transmission, or email. The dissolution of the Chapter requires a simple majority (51%) vote of a minimum of 50% of the eligible members. If dissolution is so approved, the Officers of the Chapter are empowered to take any and all necessary means to execute the dissolution, including distribution of assets within the meaning of section 501(c)(3) of the Internal Revenue Code as provided above in Article 11.

BYLAW ADOPTION AND/OR AMENDMENTS

This is to certify that this is a true and correct copy of the San Joaquin County Chapter bylaws and that these bylaws were duly adopted by the Chapter membership of the San Joaquin County Chapter.

Signed: _____
Chapter President

Date: 5/7/15

Signed: _____
Chapter Secretary

Date: 5/4/15

Approved: _____
President CGJA

Date: 7-15-15

HISTORICAL NOTES

The California Grand Jurors' Association is an association of former and current Grand Jurors established as a non-profit public benefit corporation pursuant to IRS 501(c)(3) on February 23,1998, California Corporation Number A0504482; and Federal Internal Revenue EIN 33-0079227 reestablished on March 6, 1998 and approved June 30, 1998 under Section 509(a)(1) and 170(b)(1)(A)(vl); California State Franchise Tax Board #1144377 approved August 11,1998 with stated purpose of Educational Charitable under Code Section 23701d The corporation is dedicated to educational and informational purposes. IRS recognized local Chapter exemption on January 12, 1999; Group exemption number (GEN) 8303 issued by IRS in April 1999.

The original corporation, California Grand Jurors' Association formed on June 14, 1983 and registered as a(501)(c)(4) corporation 1144377 and Federal Internal Revenue EIN 33-0079227 was amended, restated and approved by the required vote of the membership and the Board of Directors August 24,1997 to become a (501)(c)(3).

The Chapter obtained its own IRS EIN number on December 3, 2013, with the number 37-1744927, and with the title of "San Joaquin Cnty Chapter of CA Grand Jurors Assoc".

The original version of these Bylaws, Version 1.0 Dated 8-20-13, was adopted at the San Joaquin County Chapter of the CGJA meeting held on August 8, 2013. This version was changed to Version 2.0 to update meeting quorum requirements and make them consistent, added the option to combine the Secretary and Treasurer, made changes to be consistent with the CGJA Policy and Procedures Manual, and updated the Chapter Dissolution requirements. Version 2.0 Dated 04-21-15 was voted in at the San Joaquin County Chapter of the CGJA meeting held on April 21, 2015.