

Excerpt from the Bylaws of the State Bar of Michigan

ARTICLE VI-Committees and Appointed Subentities of the Bar

Section 1-Establishment.

No later than August 1 of each year, the Executive Director of the State Bar shall report to the Board of Commissioners on the activities of the committees and subentities of the Bar, how their activities relate to the Strategic Plan of the State Bar, and any modifications recommended to the committee structure or jurisdiction of individual committees. No later than September 1 of each year, the Board of Commissioners by resolution shall establish for each fiscal year, the standing and special committees and other appointed subentities of the State Bar of Michigan. The President of the State Bar has authority to appoint task forces or other ad hoc subentities to address specific problems arising within the year or to execute discrete assignments. The jurisdiction and current membership of each committee and subentity shall be posted on the State Bar of Michigan website, along with minutes and meeting notices and other information of value to the membership. For each committee, the website shall offer members an opportunity for comment online.

Section 2-Appointment and Tenure of Members.

The Standing Committees of the State Bar other than the Character and Fitness Committee, and all other committees and subentities created by the Board of Commissioners shall be appointed from the active membership of the State Bar of Michigan by the President, unless the Board specifically provides otherwise. Local Character and Fitness Committees shall be composed of members of the State Bar of Michigan nominated by the Commissioner or Commissioners for the district in which the Committee serves.

The number and tenure of members of the Committees of the State Bar of Michigan shall be:

(a) Standing Committees. Unless otherwise authorized by resolution of the Board of Commissioners by a three-quarters vote of the membership present and voting, each Standing Committee shall consist of no more than 15 members, who may not be reappointed after serving two successive three-year terms until the expiration of at least one year. Except for the first appointments following the establishment of a Standing Committee, each member shall serve until the adjournment of the September meeting of the Board of Commissioners in the third year following his/her appointment, or until a successor is appointed. The President shall designate a Chairperson of each Standing Committee annually. In the original appointment of a Committee, the President may designate one-third of the members to serve until the adjournment of the September meeting of the Board of Commissioners in the first year following their appointment, another third to serve until the adjournment of the September meeting of the Board of Commissioners in the second year following their appointment, and the remaining members to serve until the adjournment of the September meeting of the Board of Commissioners in the third year following their appointment.

(b) Special Committees. Each Special Committee shall consist of a Chairperson and the number of members designated by the resolution creating it, and each member shall serve for one year, until the adjournment of the September meeting of the Board of Commissioners, and may be reappointed from year to year if the life of the Special Committee is extended by the Board of Commissioners.

(c) The State Bar shall advise the membership of the opportunity to serve on a committee or other appointed subentity of the Bar through notice in the Bar Journal, e-Journal, local and specialty bar publications, and other communication designed to promote diversity in membership. In appointing Committee members, the President shall provide for the greatest diversity possible, and, where possible, shall assign members from contiguous areas around the state so that the Committee may divide itself into Subcommittees for the performance of its functions.

The Assembly Vice Chair may nominate Assembly members to committees of the State Bar for the upcoming year, so that there is at least one but no more than three Assembly members on each committee. Such

appointments must be approved by the President-elect at the time he or she is arranging the committee appointments to take effect upon the adjournment of the September meeting of the Board of Commissioners at which the President-elect assumes the office of the President.

Section 3-Meetings.

Committee meetings shall be held upon the call of the Chairperson and Subcommittee meetings upon call of the Subcommittee Chairperson. Meetings may be held by telephone conference or video conference. Unless otherwise specified by Board of Commissioners, each committee and subentity shall meet at least once annually.

Section 4-Unexcused Absences.

Any member of a Standing or Special Committee or Assembly Committee who shall be absent without having been excused by the Chairperson at three consecutive meetings of such Committee or Subcommittee to which he/she may have been assigned, or combination of both, shall be deemed to have resigned and the vacancy thereby created shall be filled in the same manner as it was made, for the unexpired term. Minutes of all Committees and Subcommittees meetings shall be kept, indicating those present, those excused and those absent without excuse. Such minutes shall be forwarded to the principal office of the State Bar of Michigan within 20 days following the meeting.

It shall be the duty of each Committee Chairperson to personally represent his/her Committee at general membership meetings of the State Bar of Michigan or the Board of Commissioners, as provided by resolution of the Board of Commissioners, unless excused by the President for cause.

Section 5-Quorum.

A majority of the members of any Standing or Special Committee shall constitute a quorum for the transaction of its business.

Section 6-Reports.

No later than May 1 of each year, the chair of each committee and subentity of the Bar, with the assistance of the staff liaison, shall report to the Executive Director on a form provided by the State Bar on the activities and accomplishments of the committee or subentity.

Section 7-Responsibilities of the State Bar to Committee Members.

Each committee and subentity established by resolution of the Board of Commissioners shall be assigned for reporting and liaison purposes to a commissioner committee of the Board of Commissioners. The State Bar shall provide all of the following to each committee and subentity established by resolution of the Board of Commissioners:

- A list of all committee members with addresses, phone numbers, and e-mail addresses.
- A list of the committee chairs of all committees and subentities reporting to the same commissioner committee, with addresses, phone numbers, and e-mail addresses.
- A proposed budget and opportunity for comment before the adoption of the budget by the Board of Commissioners.
- The current budget.
- Reporting forms and timetables.
- Training and leadership opportunities.

Information about the committee, its jurisdiction, and membership shall be posted on the State Bar of Michigan website.