

# The Constitution of the Connecticut Bar Association, Inc.

*Last Amended by the CBA House of Delegates on January 13, 2014*

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**Adopted at the Special Meeting on June 28, 1948**

**(including amendments adopted October 18, 1960; October 22, 1963; October 20, 1964; October 18, 1966; October 8, 1968; April 20, 1970; October 20, 1970; October 3, 1972; October 22, 1974; June 2, 1975; October 24, 1975; October 11, 1977; June 20, 1978; October 16, 1978; January 15, 1979; May 15, 1979; May 20, 1980; January 19, 1981; October 26, 1981; January 14, 1985; May 28, 1986; June 6, 1988; November 14, 1988; May 14, 1990; March 18, 1991; November 20, 1992; June 3, 1996; November 1, 1996; February 25, 1997; November 24, 1997; January 12, 1998; June 1, 1998; June 19, 2007; March 8, 2010; January 23, 2012, January 13, 2014). Reapportionment of Section VI (2), (3a) on January 22, 2018. Amicus Brief update (10-15-18).**

## **Article I Name**

This Association shall be called “The Connecticut Bar Association.”

## **Article II Purpose**

The purposes of this Association shall be to promote the public interest through the advancement of justice and the protection of liberty; to aid its Members in the development and maintenance of their respective practices; to facilitate the delivery of competent legal services to the public and particularly to those in greatest need; to support or oppose legislation and regulations consistent with the interests of the public good and its Members; to supply the highest quality continuing legal education opportunities and works of legal scholarship; to promote diversity within the Bar and the Bench; to develop collegial interaction among the members of the Bar; to safeguard the dignity of the legal profession; to coordinate the activities of the several bar associations within Connecticut; and to advance the interests of its Members within the American Bar Association, other organizations with which the Association is affiliated, and society as a whole.

## **Article III Membership**

Section 1. A. Members. Any Member in good standing of the Bar of the State of Connecticut or any other state who resides or has his or her principal office in Connecticut may become a Member of the Association by filing an application in accordance with procedures established by the Board of Governors. Any person who is regularly employed as a teacher of law in the State of Connecticut and has been admitted to the Bar of the State of Connecticut or any other state may become, and remain so long as the person continues to be so employed, a

member of the Association by filing an application in accordance with procedures established by the Board of Governors.

B. Non-Voting Members. (i) Law Student Members. Any law student currently enrolled in an accredited law school in Connecticut or who resides in Connecticut or any graduate of an accredited law school in Connecticut within six (6) months of such graduation is eligible to become a Law Student Member of the Association under such conditions and with such rights, privileges, and limitations as the Bylaws may provide. Law Student Members shall not be counted for purposes of Article VI, Section 3 and are not voting members.

ii. Paralegal Student Members. Any paralegal student currently enrolled in an ABA-Approved program in Connecticut, or who resides in Connecticut, or any graduate of an ABA-Approved paralegal program in Connecticut within six (6) months of such graduation, is eligible to become a Paralegal Student Member of the Association under such conditions and with such rights, privileges, and limitations as the Bylaws may provide. Paralegal Student Membership shall not exceed four (4) years in duration. Paralegal Student Members shall not be counted for purposes of Article VI, Section 3 and are not voting members.

iii. Law-related Employee Members. Eligibility to apply to become a Law-related Employee Member of the Association is extended to any person who is not admitted to any Bar and is either (1) regularly employed as a teacher of law in Connecticut or (2) regularly employed in a law office including a corporate legal department, a government or legal agency, or any other entity in Connecticut devoted primarily to the practice of law or (3) is devoting substantially all working time to the performance of paralegal, legal administrative, accounting, legal librarian, or legal consulting duties. Said status shall be under such conditions and with such rights, privileges, and limitations as the Bylaws may provide. Law-related Employee Members shall not be counted for purposes of Article VI, Section 3 and are not voting members.

Section 2. Resignation. Any Member or Non-Voting Member not in default in payment of dues may at any time resign by filing a notice in writing with the Secretary. Such a resignation shall become effective as of the date it was filed in accordance with procedures established by the Board of Governors.

Section 3. Expulsion and Reinstatement. (i) The Board of Governors may censure, suspend, or expel any Member or Non-Voting Member for cause and after a notice and hearing before such persons and in such manner as the Board of Governors shall direct, or may suspend from membership any Member or Non-Voting Member, for nonpayment of dues, or any other financial indebtedness due the Association. Any Member shall be automatically suspended or terminated from membership upon the Member's resignation from the Bar of the State of Connecticut or upon the filing with the Secretary of a certified copy of the final order for the suspension or disbarment of such member by any tribunal of competent jurisdiction.

(ii) A Non-Voting Member shall be automatically terminated from such status upon a determination by the Board of Governors that the person no longer holds a status that would qualify for such membership.

Section 4. Cessation of Property Interest. All right, title, and interest, both legal and equitable, of a Member or Non-Voting Member in or to the property of the Association shall cease and terminate in the event of the Member's death, resignation, or expulsion.

Section 5. Dues. The dues categories and amounts of dues of the Members and Non-Voting Members shall be such as the House of Delegates shall determine from time to time. The House of Delegates may, in its discretion, establish, change, or discontinue an admission fee to be paid by applicants for membership. The Board of Governors may remit or suspend the payment of dues in any case or class of cases and may also establish regulations governing the loss or suspension of membership for nonpayment of dues.

#### **Article IV Meetings of the Association**

Section 1. The annual meeting of the Association shall be held at such time and place as may be determined by the Board of Governors. A meeting of the House of Delegates shall be held within thirty (30) days of the annual meeting of the Association.

Section 2. Special meetings of the Members of the Association may be called by the President or by majority vote of the Board of Governors, and shall be called by the Secretary upon the written request of twenty-five Members, not more than five of whom shall belong to any one House of Delegates District. No special meeting shall consider any business not within the subject matter specified in the call thereof.

Section 3. As to any question on which the House of Delegates has voted, a referendum shall be ordered by the Board of Governors upon written petition of 50 Members in good standing filed with the Secretary within 30 days of the vote of the House of Delegates. The results of such a referendum shall prevail if different from that of the House of Delegates vote. In addition, the House of Delegates and the Board of Governors shall each have power, by a two-thirds vote of its Members present and voting, to refer and submit to the membership of the Association defined questions affecting the substance or the administration of the law or affecting the policy or recommendations of the Association. Any referendum shall be overseen by the Board of Governors.

Section 4. Meetings. Every meeting of the Association shall include a meeting of the House of Delegates. To the extent deemed appropriate by the presiding officer, all meetings of the Association, House of Delegates, and Board of Governors shall be governed by the latest edition of *Robert's Rules of Order, Newly Revised*.

Section 5. Presiding Officer. The President, and in the President's absence the President-Elect, and in both of their absences the Vice President, and in all of their absences the Immediate Past President, shall preside over meetings of the Association, House of Delegates, and Board of Governors. The presiding officer may turn over the chair from time to time during a meeting in the presiding officer's discretion.

Section 6. Nothing contained in the Constitution or Bylaws, and no action, opinion, policy or recommendation thereunder, shall be construed to bind or commit in any respect any

local bar association (which, as used herein, shall include any bar association of any geographical extent less than statewide) to accept or to carry out the same.

## **Article V Organization**

### Section 1. House of Delegates.

A. There shall be a House of Delegates composed as set forth in Article VI.

B. Powers. Except as qualified by Article IV, the House of Delegates shall be the primary decision-making and policy-making body of the Association. Except for budgetary matters and those matters which are addressed in the Association's legislative policies, all significant decisions or policies of the Association shall be made by the House of Delegates, including, but not limited to, all recommendations to the judges with respect to amendments to the Code of Professional Responsibility and all recommendations concerning the organization of the courts. Any matter which is approved by the Board of Governors hereinafter provided for by less than a two-thirds vote of the Members of said Board who are present and voting shall be referred to the House of Delegates for its consideration.

C. Meetings. The House of Delegates shall conduct not less than four regularly scheduled meetings each year, and shall also meet at the call of the President or upon petitions signed by not less than twenty-five percent of the Members of the House of Delegates and filed with the Secretary; provided however, that such petitioned-for meetings shall be held not more than 15 days from the date on which the petition for it had been filed with the Secretary. Notices of any meeting of the House of Delegates shall be transmitted by mail, facsimile or electronic mail, or equivalent means of communication to the Members of the House of Delegates not less than seven days before the date on which the meeting is noticed to be held, except where a greater notice period is required by any provision of this Constitution.

D. Committees of the House of Delegates. The House of Delegates shall have power to provide for the appointment of such Committees in such manner it may deem necessary or proper for the carrying out of its duties, which Committees shall be responsible to it.

E. Participation in meetings of the House of Delegates. Any Member may attend any meeting of the House of Delegates. With respect to any matter affecting the subject matter of the report of a Section, Committee, or Board, the Chair thereof or someone delegated by the Chair for the purpose shall have the privileges of the floor with the right to make a motion with respect thereto but without a vote. Upon petition of ten Members of the House of Delegates or Board of Governors or of five percent of the Members or upon a request of a Section, Committee, or Board of the Association, when such petition or request shall have been received by the Secretary at least 15 days before the date on which a meeting of the House of Delegates is scheduled, matters therein contained shall be placed upon the agenda of the House of Delegates or the Board of Governors, as the case may be. The President may add to any such agenda, without having complied with the foregoing conditions, any matter the President deems of sufficient importance to receive the immediate attention of the House of Delegates or the Board of Governors.

F. Quorum. Twenty members of the House of Delegates shall constitute a quorum.

G. Bylaws, Rules, and Policies. The House of Delegates may adopt, rescind, or amend Rules for the conduct of its own business, and the House of Delegates at its first meeting after election pursuant to this Constitution shall be deemed by adoption of Rules to have repealed the previous Bylaws, provided that the terms of any proposal therefor shall be contained in the call of the meeting at least ten days in advance of the meeting and that two-thirds of the Members present and voting shall concur. The proposal may be amended from the floor, provided that the amendment relates to the same subject matter as the proposal. The House of Delegates may specifically provide for alternative means of attendance and voting for its meetings in either its Rules or the Bylaws.

## Section 2. Board of Governors.

A. There shall be a Board of Governors as set forth in Article VII.

B. Powers. Subject in all respects to the authority and discretion of the House of Delegates and between its meetings, including, but not limited to, a plenary power of review, the Board of Governors constituted as hereinafter provided shall be the administrative board of the Association and shall have the power and authority to do and perform all acts that the House of Delegates itself might do or perform, not inconsistent with the Constitution or Bylaws or with any action by the House of Delegates, except that any matter which is approved by the Board of Governors by less than a two-thirds vote of the Members of said Board who are present and voting shall be referred to the House of Delegates for its consideration. The Board of Governors shall be responsible for the recruitment and retention of the Executive Director of the Association.

C. Meetings. The Board of Governors shall meet monthly (except that it need not meet in any month during which a meeting of the House of Delegates is held or in the months of July and August), and otherwise upon the call of the President or a petition of twenty-five percent of the Members of the Board.

D. Participation in Meetings of the Board of Governors. Any Member of the Association may attend any meeting of the Board of Governors. With respect to any matter affecting the subject matter of the report of a Section, Committee, or Board, the Chair thereof or someone delegated by the Chair for the purpose shall have the privileges of the floor with the right to make a motion with respect thereto but without a vote. Upon petition of five Members of the Board of Governors or of five percent of the Members or upon a request of a Section, Committee, or Board of the Association, when such petition or request shall have been received by the Secretary at least 15 days before the date on which a meeting of the Board of Governors is scheduled, matters therein contained shall be placed upon the agenda of the Board of Governors. The President may add to any such agenda, without having complied with the foregoing conditions, any matter the President deems of sufficient importance to receive the immediate attention of the Board of Governors.

E. Quorum. Seven members of the Board of Governors shall constitute a quorum.

F. By-laws, Rules and Policies. The Board of Governors may adopt, rescind, or amend Rules for the conduct of its own business, and the Board of Governors at its first meeting after election pursuant to this Constitution shall be deemed by adoption of Rules to have repealed the previous Bylaws, provided that the terms of any proposal therefor shall be contained in the call of the meeting at least ten days in advance of the meeting and that two-thirds of the Members present and voting shall concur. The proposal may be amended from the floor, provided that the amendment relates to the same subject matter as the proposal. The Board of Governors may specifically provide for alternative means of attendance and voting for its meetings in either its Rules or the Bylaws.

G. Transmission of Materials. All materials transmitted to the Members of the Board of Governors (e.g., agendas, supporting materials, reports, minutes, financial statements, and the like) shall at the same time be transmitted to all Members of the House of Delegates.

### Section 3. Executive Committee.

A. There shall be an Executive Committee consisting of the President, President-Elect, Vice President and Immediate Past President.

B. Meetings. The Executive Committee need not have formal meetings, but it is entitled to prompt notice from the President of all actions he or she has taken and, where time permits, intends to take.

### Section 4. Officers.

A. The officers of the Association shall be a President, the immediate Past President, a President-Elect, a Vice President, a Secretary, a Treasurer, and an Assistant Secretary-Treasurer, and the same person may occupy the offices of Secretary and Treasurer constituted as set forth in Article VIII.

B. Powers. The powers of each of the officers shall be as follows:

i. President. The President shall be a member of the Executive Committee and shall conduct the day-to-day affairs of the Association in consultation with the other members of the Executive Committee. The President shall preside at all meetings of the Association, the Board of Governors and the House of Delegates, shall be an ex officio member of all committees and sections, and shall have the power to determine whether the Secretary or Treasurer is unavailable.

ii. President-Elect. The President-Elect shall be a member of the Executive Committee and shall preside at meetings of the Association, Board of Governors and House of Delegates in the absence of the President.

iii. Vice President. The Vice President shall be a member of the Executive Committee and shall preside at meetings of the Association, Board of Governors and House of Delegates in the absence of the President and President-Elect.

iv. Immediate Past President. The Immediate Past President shall be a member of the Executive Committee and shall preside at meetings of the Association, Board of Governors and House of Delegates in the absence of the President, President-Elect and Vice President.

v. Secretary. The Secretary shall keep the membership lists of the members and other official records and correspondence of the Association, the House of Delegates and the Board of Governors.

vi. Treasurer. The Treasurer shall keep the financial books of the Association and shall receive funds sent to the Association and pay the expenses of the Association.

vii. Assistant Secretary-Treasurer. The Assistant Secretary-Treasurer shall have the power to take any action delegated by the Secretary or the Treasurer. The Assistant Secretary-Treasurer shall also have the power of the Secretary or the Treasurer if that officer is unavailable to act as determined by the President.

#### Section 5. Sections and Committees.

A. There may also be Sections and Committees for the purpose of making recommendations for action by the House of Delegates or the Board of Governors as appropriate.

B. Procedure for Sections. Sections may be created, combined, or discontinued in such manner as the Bylaws may prescribe. Except for the Young Lawyers Section, the President shall appoint a Chair of each Section and shall appoint an Executive Committee from the Section's membership to hold office for the term for which the President is elected. No Chair shall serve more than three consecutive terms. Dues in an amount to be approved by the Board of Governors shall be due and payable by Section Members. Funds accumulated by such Section in the form of dues received from its Members and any income received from the investment of those dues shall be used solely for the benefit of the Members of the Section and for no other purpose without the prior approval of the Board of Governors. The Association shall be reimbursed for its costs of servicing such Section as determined by the Board of Governors. Any Member of the Association shall have the right to be a Member of any Section upon the payment of the Section's dues. Recommendations of a Section shall be filed with the Secretary at least two weeks before the date of the meeting of the House of Delegates to which they are to be presented and shall be presented to the House of Delegates for decision thereon at its next ensuing session. Such Sections (except Young Lawyers Section) as have been established at the time of taking effect of this Constitution or any amendment thereto shall be continued subject to the provision herein.

C. Procedure for Committees. Committees shall be appointed by the President in such numbers of Members and for such purposes as the President may deem desirable unless the Board of Governors, the House of Delegates, or the Bylaws otherwise directs. All Committees shall be responsible to the House of Delegates and, between its meetings, to the Board of Governors. All annual reports of Committees or Boards containing recommendations shall be filed with the Secretary at least two weeks before the date set for the meeting of the House of Delegates to which they are to be presented, and the Secretary shall provide the Members of the Board of Governors and House of Delegates with copies thereof. The Chair of such a Committee

or Board, or someone delegated by the Chair for the purpose, shall then present the report to the House of Delegates for decision thereon at its ensuing session. Such Committees and Boards as have been established at the time of taking effect of this Constitution shall be continued as already organized.

D. Actions Prohibited. No action of any Section, Committee, or individual Member of the Association shall be construed as the action, opinion, policy, or recommendation of the Association, or any Section or Committee thereof unless it has been expressly approved by the House of Delegates or, between its meetings, by the Board of Governors, either in its original form or as amended by the approving body, provided, however, certain committees as denominated by the House of Delegates may promulgate opinions in accordance with such procedures as the Bylaws direct. The House of Delegates may adopt legislative policies from time to time which may modify this Section.

## **Article VI**

### **Composition of House of Delegates**

Section 1. Membership in the House of Delegates. The House of Delegates shall consist of District delegates, six (6) Section delegates, and such Affinity delegates chosen as hereinafter provided, as well as the officers of the Association. Any Member in good standing is eligible to serve as a Member of the House of Delegates.

Section 2. Delegate Districts. For the purposes of representation in the House of Delegates, the State shall be divided into the following numbered Delegate Districts, subject to redistricting from time to time by a two-thirds vote of the Members of the House of Delegates present and voting at a regularly called meeting thereof:

1. The town of Greenwich.
2. The towns of Darien, New Canaan, and Stamford.
3. The towns of Norwalk, Weston, Westport, and Wilton.
4. The towns of Bethel, Brookfield, Danbury, Monroe, Newtown, New Fairfield, Redding, Ridgefield, and Sherman.
5. The towns of Bridgeport, Fairfield, Easton, Trumbull, Shelton, and Stratford.
6. All of Litchfield County.
7. The towns of Ansonia, Beacon Falls, Derby, Middlebury, Naugatuck, Oxford, Prospect, Seymour, Southbury, Waterbury, and Wolcott.
8. The towns of Bloomfield, Enfield, East Granby, Granby, Hartland, Suffield, West Hartford, Windsor, South Windsor, East Windsor, and Windsor Locks.
9. The towns of Bethany, Hamden, Milford, Orange, New Haven, West Haven, East Haven, North Haven, and Woodbridge,
10. The towns of Branford, North Branford, Cheshire, Guilford, Madison, Meriden, and Wallingford.
11. The towns of Avon, Berlin, Bristol, Burlington, Canton, Farmington, New Britain, Plainville, Simsbury, and Southington.
12. The City of Hartford.
13. All of Middlesex County.
14. All of Tolland County.
15. All of Windham County.



16. All of New London County.
17. The towns of East Hartford, Glastonbury, Manchester, Marlborough, Rocky Hill, and Wethersfield.

A Member shall be considered as belonging in the town which the Association has been advised as of March 1 of each year is the lawyer's preferred mailing address in Connecticut.

The House of Delegates shall review and, if necessary to comply with the provisions herein set forth, reapportion the number of delegates from each district every six years, beginning in 1984 effective for the elections to be held in 1985. If as a result of changes in population the total number of elected district delegates in the House of Delegates shall exceed 50, the House of Delegates shall alter the formula for Members per district delegates set forth in Section 3 hereinafter in such a manner as to keep the total number of elected delegates at less than 51; and said action of the House of Delegates shall, to that extent, be deemed an amendment to this Constitution.

### Section 3. Delegates.

A. District Delegates. Except as provided otherwise in Article III, Section 1, each District shall be entitled to one delegate for every 165 members belonging in the District, or fraction thereof, based upon the list of membership and preferred mailing addresses on file in the Central Office on March 1 of each year. As nearly as may be practicable one-third of the delegates from each district shall be elected each year. At the first election conducted hereunder, all delegates shall be elected for terms commencing the following July 1; and after such election but prior to said July 1 date the Elections Committee hereinafter provided for shall by drawing of lots for those Districts having more than one delegate determine which delegate shall serve for an initial term of one year, which for an initial term of two years, and which for an initial term of three years, seeking in so doing to ensure that where possible not more than one-third of the delegates in each District is in each category. Thereafter except as provided in Section 5 hereof, such delegates shall be elected for a term of three years from the following July 1, and until their successors have been duly elected and qualified. The Elections Committee's decision with respect to all matters concerning elections to the House of Delegates, including the number of delegates to which each District may from time to time be entitled, shall be conclusive.

B. Section Delegates. The Section Chairs of the Association shall be entitled to elect six (6) Section delegates to the House of Delegates. Each Section Chair, or his/her designated representative, is entitled to cast a single vote for each delegate. The Section delegates shall be selected by May 31 of each year, for terms commencing the following July. All such Section delegates elected prior to January 1, 2012 shall complete the terms for which they were elected. The first two Section delegates elected after January 1, 2012 shall each serve for a term of three years, the third so elected shall serve for a term of two years, and the fourth so elected for a term of one year. Thereafter, except as provided in Section 5, all such Section delegates shall be elected for a term of three years from the following July 1, and until their successors have been duly elected and qualified. No Section shall be entitled to have its representative serve as a Section delegate for more than one consecutive three-year term. The Election Committee's decision with respect to all matters concerning elections of the Section delegates shall be conclusive.

C. Affinity Delegates. Subject to the provisions of this paragraph, certified Affinity Bar Associations within the State of Connecticut are each entitled to select one (1) Affinity delegate to serve in the House of Delegates. Each Affinity Bar Association may select its Affinity delegate in any manner it chooses. The total number of Affinity delegates shall not exceed six (6) and additional Affinity Bar Associations in excess of six (6) shall not be certified by the Executive Director.

1. Certification. To be certified by the Executive Director or his or her designee the Affinity Bar Association (a) must maintain a charter or mission statement which contains purposes, goals and aspirations consistent with Article II, particularly, the promotion of diversity within the Bar and the Bench ; (b) must have fifty (50) members and least fifty per cent (50%) of its regular, voting membership who are Members; and (c) must have been in active existence for at least five (5) full calendar years. On or about April 30, 2012 and on or about each April 30 thereafter, the Executive Director or his or her designee shall notify the House of Delegates which Affinity Bar Associations are so certified under these criteria.

2. Decertification. Any delegate may notify the Secretary in writing on or before May 15 of each year if he or she wishes to contest the certification of an Affinity Bar Association. Such notice shall include the basis for the delegate's opposition to the Affinity Bar Association's certification. Should any such notice of opposition be received, the President shall place the matter as a special order on the agenda for the next meeting of the House of Delegates as a motion to decertify the subject Affinity Bar Association. Any delegate who provides notice of opposition must be present at such meeting for the House of Delegates to consider such a motion. To be successful, such a motion must prevail by at least a two-thirds (2/3) majority of those delegates present and voting. If the motion to decertify succeeds, any Affinity delegate-designate selected shall not be seated as a delegate for the following bar year. Any Affinity Bar Association decertified under the terms of this Paragraph may be recertified by the Executive Director or his or her designee in any subsequent year.

3. Selection. The Affinity delegates shall be selected by May 31 of each year, for terms commencing the following July. On or before May 31, 2012, the first two Affinity delegates selected shall each serve for a term of three years and the second two Affinity delegates shall each serve for a term of two years and the third two Affinity delegates shall each serve a term of one year. Thereafter, except as provided in Section 5, all such Affinity delegates shall be elected for a term of three years to commence the following July 1, and until their successors have been duly elected and qualified. The Secretary shall notify the House of Delegates of all Affinity delegates so selected no later than June 5 of each year.

4. Review. Once an Affinity Bar Association is certified, its certification status shall be reviewed by the Executive Director or his or her designee on or before April 30 of each succeeding year to determine if the certification requirements of this paragraph remain satisfied. Notwithstanding the foregoing, no serving Affinity delegate's term shall be terminated, shortened or otherwise affected by this provision.

#### Section 4. Election of District Delegates.

The election of District delegates to the House of Delegates shall be conducted by an Elections Committee of the House of Delegates, consisting of at least three (3) and no more than nine (9) members of the House of Delegates and chosen by the House of Delegates at its first regularly scheduled meeting after July 1 of each year. Elections to the House of Delegates shall be conducted annually, by mail, with ballots to be received by the Elections Committee by May 31. On or before March 15, the Elections Committee shall send notice to all Members of the Association within each District informing them of the upcoming election, of the number of delegates to be elected from the District, and names and addresses of the persons now holding those offices, advising them that nominating petitions signed by five percent of the number of Members within that district or twenty (20) such Members, whichever is fewer, should be received by the Elections Committee by April 15. If the number of nominating petitions so received shall not be sufficient to provide that there are at least two candidates for each vacancy, the Elections Committee may, after consultation with local bar associations within the district and the Members of the House of Delegates from the respective districts, nominate such number of candidates as may be necessary to provide two candidates for each vacancy. If no such petition has been filed, the Elections Committee shall, after consultation with local bar associations within the District and the Members of the House of Delegates from the District, nominate a Member from that District for each vacancy. Ballots for the vacancies where there is a contest shall be sent to all Members belonging to each District on or before May 15, and the final date for return of said ballots to the Elections Committee shall be the close of Association business on May 31. The ballots shall set forth the names and addresses, as on file in the Central Office as of the preceding March 1, of all nominees, and shall designate the total number of nominees for which a Member may vote. In case a Member shall vote for more than the designated number of nominees, the Elections Committee shall invalidate the ballot. The ballot shall also state that the ballot must be received by the close of Association business on May 31 at the Central Office of the Association in order to be counted. The Elections Committee, or any two members of said Committee, shall then count the ballots, notify the successful candidates by letter, and publish the results in such manner as the Elections Committee shall determine. A plurality of the votes cast shall elect.

In the event that two or more nominees qualify for a position on the House of Delegates by receiving the same number of votes, and if the number of nominees tied is greater than the number of remaining vacant positions, a vacancy will be declared by the Elections Committee. In order to break the tie, the House of Delegates, at its next regularly scheduled meeting, will elect a person or persons to fill the vacancy or vacancies for the full term of office from among the nominees whose votes resulted in the tie. The Elections Committee may invite each nominee to submit a brief biographical statement to members of the House of Delegates prior to that election.

#### Section 5. Vacancies.

A. District Delegates. In the event of a District delegate vacancy in the House of Delegates, the House of Delegates may temporarily fill the vacancy by choosing a Member of the Association from the District in which the vacancy exists. The Elections Committee shall nominate one or more such Members of the Association to fill such vacancy, and further nominations may be made from the floor at the House of Delegates meeting at which the

vacancy is to be filled. The nominee receiving a plurality of the votes cast by the Members of the House of Delegates present and voting shall fill the vacancy. The person so chosen to fill the vacancy shall serve until the July 1 following the next regularly scheduled election pursuant to Section 4 hereof and until such person's successor has been duly elected and qualified. At the next regularly scheduled election following the occurrence of the vacancy, an election shall be held in the District, in accordance with the procedures set forth in Section 4, to fill the vacancy for the balance of the term. If two or more candidates are to be elected from such District in such election for terms of different durations, the terms of the successful candidates shall be determined by the Elections Committee by drawing lots. Death, resignation, or failure to attend four consecutive meetings of the House of Delegates shall constitute a vacancy as that term is used herein.

B. Section Delegate Vacancies. In the event of a Section delegate vacancy in the House of Delegates, the Section Chairs shall convene as soon as practicable to fill the vacancy in accordance with the procedure set forth in Section 3(B). Death, resignation, or failure to attend four consecutive meetings of the House of Delegates shall constitute a vacancy as that term is used herein.

C. Affinity Delegate Vacancies. In the event of an Affinity delegate vacancy in the House of Delegates, the affected Affinity Bar Association shall select a Member as soon as practicable to fill the vacancy in accordance with the procedure set forth in Section 3(C). Death, resignation, or failure to attend four consecutive meetings of the House of Delegates shall constitute a vacancy as that term is used herein.

## **Article VII**

### **Composition of Board of Governors**

Section 1. Membership in the Board of Governors. The Board of Governors, shall consist of the officers of the Association and a representative from each House of Delegates District, who may also be a delegate to the House of Delegates.

Section 2. Election of Members. Members of the Board shall be elected by the Members of the House of Delegates from that District during the month of June, to take office on July 1 and to serve for a period of two years from said July 1 and until a successor has been duly elected and qualified. If any such representative has not been so elected, the Board of Governors shall elect such representative at its first meeting after July 1. At the first election conducted hereunder, representatives from the odd-numbered Districts shall be elected for initial terms of one year and those from even-numbered Districts shall be elected for initial terms of two years, and until their successors have been duly elected and qualified. The membership of the Board of Governors in office at the time of the adoption of this Section shall serve until July 1 of the year following the adoption of this Section. Their successors shall be chosen under this Section in the June following adoption of this Section by the delegates chosen in accordance with Article VI hereof. They shall have the powers and duties herein conferred.

**Article VIII**  
**Terms, Vacancies, Election of Officers**

Section 1. Terms and Vacancies. The officers shall be elected for one-year terms in the manner hereinafter provided. Upon completion of a one-year term, the President-Elect shall automatically succeed to the office of President for the next year. No person shall serve as President for more than a total of two terms. If there is a vacancy in the office of President, the President-Elect shall become President and shall remain as President for the next succeeding year. In any year in which a vacancy occurs in the office of President-Elect, except by ascendancy to the office of President as herein set forth, the annual election of officers shall include an election for the office of President as well as for all other officers as provided herein. Any other vacancy, including vacancies in the Board of Governors, shall be filled by the Board of Governors. Death, resignation, or failure to the satisfaction of the Board of Governors to attend three consecutive meetings, as well as the expiration of a term of office without the appointment or election of a successor shall constitute a “vacancy” as used herein.

Section 2. Election of Officers. Not later than the month of January in each year, the President shall appoint a Nominating Committee, subject to approval by the Board of Governors both as to number and personnel. Said Committee shall report to the President, not later than February 28, the name of a Member or Members of the Association for each office whom it considers qualified therefor. As soon as may be after said choice, the Secretary shall give notice in writing to every Member setting forth the names and addresses of the nominees for the respective offices. Other nominations may be made only upon petition, which may be in parts, signed by not less than twenty-five Members of whom not more than fifteen may be from any one House of Delegates District, and filed with the Secretary on or before April 15. Notice of such additional nominations, accompanied by appropriate ballots containing the names for each contested office and a notice that ballots must be returned to the Secretary not later than May 31 in order to be counted, shall be sent to all Voting Members of the Association on or before May 15. The Secretary shall then cause the ballots to be counted under supervision of the Secretary, notify the successful candidates by letter, and publish the results in such manner as the Board of Governors may direct. If no additional nominations are made within the time limited, with respect to any office, the nominee for each such office shall thereupon be declared elected. If more than two nominations are made for an office, a plurality shall elect. In the event of the death or withdrawal of a nominee before the election or of an officer-elect before taking office, the Board of Governors may choose another in his place. All officers shall take office on July 1, and shall serve for a term of one year and until their successors have been duly elected and qualified.

**Article IX**  
**Finances**

Section 1. Holding and Investing Funds. The funds of the Association shall be held by the Treasurer who shall keep the same in depositories approved by the Board of Governors and who may invest same in such manner as may be approved by the Board of Governors, disburse the same under the authority of the Board of Governors, and give a bond for the faithful performance of the Treasurer’s duties in such amount and with such surety as shall be approved by the Board of Governors.

Section 2. Fiscal Year. The fiscal year for the Association shall be July 1–June 30.

Section 3. Budget. The budget of the Association shall be adopted in the following manner. Drafts of the proposed budget and supporting materials shall be sent to all Members of the House of Delegates. The budget shall be considered by the Board of Governors. If the budget is not approved by the Board of Governors or is approved by less than a two-thirds vote of Members present and voting, the budget shall be referred to the full House of Delegates for action. If the budget is approved by the Board of Governors by a two-thirds vote of Members present and voting, the approved budget shall be promptly sent to all Members of the House of Delegates. The budget shall become final two weeks thereafter unless within that period more than one-third of the Members of the House of Delegates make written request that the budget be reviewed by the full House of Delegates. In the event that more than one-third of the Members do make such a request, a meeting of the House of Delegates to adopt a budget shall be convened forthwith.

## **Article X Bylaws**

Bylaws implementing this Constitution may be established, amended, or repealed by a two-thirds vote of the Members of the House of Delegates present and voting at any meeting thereof, provided that the proposal therefor has been set forth in or with the notice of the meeting at least ten days prior to action thereon. The proposal may be amended from the floor at any meeting at which action is taken thereon, provided that the amendment from the floor is germane to the same subject matter.

## **Article XI Amendments to the Constitution**

This Constitution may be amended by a two-thirds vote of the Members of the House of Delegates present and voting at any meeting thereof, provided that the proposal therefor has been set forth in or with the notice of such meeting at least ten days prior to action thereon. The proposal may be amended from the floor at any meeting at which action is taken thereon, provided that the amendment from the floor is germane to the same subject matter. Proposals may be made by the Board of Governors or by any ten Members of the Association who sign the same and submit them to the Secretary.

## **Article XII Indemnification**

Any person who is or was (1) an officer, (2) a Member of the House of Delegates or Board of Governors, or (3) a Chair of any Board, Section, or Committee of the Association shall be an agent of the Association entitled to indemnification in the manner and to the fullest extent provided in Sections 33–1116, *et seq.* of the Connecticut General Statutes as such Section may be amended from time to time. The Board of Governors shall fulfill the functions designated for a Board of Directors for purposes of Sections 33–1117, 33–1119, and 33–1121 of the Connecticut General Statutes.

## **BYLAWS OF THE CONNECTICUT BAR ASSOCIATION, INC.**

As Adopted by the House of Delegates on March 24, 2025

### **I**

The President shall preside at all meetings of the Board of Governors and in case of the President's absence, the President-Elect shall preside, and in the absence of both the President and President-Elect, the Vice President shall preside. In the event of the absence of all said officers, the meeting shall choose some Member of the Board of Governors present to preside. The presiding officer may turn over the chair from time to time during a meeting in the presiding officer's discretion.

### **II**

Seven Members at the Board of Governors shall constitute a quorum. Meetings of the Board of Governors shall be held on the call of the President, and in the event of the failure or omission of the President to do so, such meeting shall be called by the Secretary upon the written request of three Members of the Board of Governors.

### **III**

The President shall be ex-officio a Member of each Committee of the Association.

### **IV**

Sections may be created either by a two-thirds vote of the Board of Governors or by a petition for permission to form a Section. Petition for permission to form a Section shall be signed by not less than twenty Members and shall be submitted to the Board of Governors at least two months prior to the meeting at which it is to be acted upon. Each such petition shall be accompanied by:

1. Proposed bylaws which shall include a statement of the proposed jurisdiction of the Section; and
2. Titles of the committees which the Section proposes to establish initially.

The Board of Governors may approve such petition for permission to form a Section by majority vote of those present and voting. Upon such approval, said Section shall be deemed to have been established. In the event the Board of Governors shall disapprove such petition it shall submit such petition to the House of Delegates with its recommendations. Upon approval of the petition by the House of Delegates such Section shall be deemed to have been established. Sections may be discontinued by the House of Delegates by a two-thirds vote of those present and voting after a report by the Board of Governors, provided that the proposal for such discontinuance has been set forth in or with the notice of the meeting at which such proposal is to be acted upon and provided that like notice shall have been sent to the officers of such Section. Each Section shall meet no less than four times during the Bar year. The executive committee of each Section shall meet no less than twice during the Bar year. The secretary of each Section shall keep minutes of the Section and its executive committee meetings. Minutes shall indicate attendance. It shall be the duty of each Section to keep a roster of its Members. The bylaws of each Section shall be

subject to the approval of the Board of Governors. Copies of the minutes, roster and bylaws shall be on file with the Association.

## V

It shall be the duty of the Board of Governors from time to time to appoint such delegates to the American Bar Association and to other associations and organizations as this Association shall be entitled or authorized to appoint.

## VI

Between meetings of the House of Delegates, the President shall be charged with responsibility for its administrative affairs.

## VII

Any temporary vacancy due to incapacity or absence from the state shall be temporarily filled in the manner provided by Article VIII of the Constitution.

## VIII

There shall be the following Standing Committees of the Association which shall report to the House of Delegates except as provided herein:

(a) A Committee on Professional Ethics and the Unauthorized Practice of Law which shall have at least five Members who shall be appointed by the President and which shall have at least one but not more than three Members who are simultaneously members of the Board of Governors. Its duties shall include the development of opinions pursuant to Bylaws IX and X.

(b) A Nominating Committee which shall have thirteen Members who shall be appointed by the President for a term of one year. Best reasonable efforts shall be made to ensure professional diversity, as well as equity and inclusion in representation on the Committee, including seeking Members from the Young Lawyers Section, an Association Section or Committee Chair, and the leadership of the affinity bar associations. The Committee Members shall be distributed as follows: New Haven County (3), Fairfield County (3), Hartford County (3), and remaining counties (3), provided that no more than two members from any District may be appointed as one of the county representative Members to the Committee. In addition, there shall be a Chair who shall be from the geographic classification of the immediate Past President. The Committee's duties shall include the nomination of candidates to serve as officers.

(c) An Audit Committee which shall have five Members including the President, the Treasurer, a Member of the House of Delegates, a Member of the Board of Governors, a Member at large, the latter three to be appointed to staggered three-year terms by the President with the approval of the Board of Governors. Its duties shall include the engagement of the Association's outside auditors, the oversight of the financial affairs of the Association and periodic reports to the Board of Governors and the House of Delegates.

(d) An Executive Director Review and Compensation Committee which shall have between four and seven Members including the President, the immediate Past-President, a Member of the House of Delegates, and a Member of the Board of Governors. The non-officer



Committee Members must be Members and shall be appointed by the President to staggered three-year terms. Its duties shall include establishing and monitoring of goals for the Association's Executive Director and determining a corresponding level of compensation.

(e) A Federal Judiciary Committee which shall have a Chair and twelve Members who shall be appointed by the President to staggered three-year terms. Its principal duties involve the independent evaluation of, and appropriate report on, the suitability of candidates for service on the Federal Bench.

(f) A Membership Committee which shall have between five and seven Members who shall be appointed by the President to staggered three-year terms, and shall include a Member of the House of Delegates and a Member of the Young Lawyers Section. The Executive Director shall be an ex-officio Member. The Committee's duties shall include the promotion and reaffirmation of membership in the Association by, among other approaches, affirmatively reaching out to the diverse lawyer population of Members and potential Members. Consistent with the Purpose of the Association, the Committee should advocate the highest level of professionalism, emphasize the common interests of the members of the profession, and foster inclusion within the Association of a broadly diverse membership.

(g) A Legislative Policy and Review Committee which shall have the President-Elect as its Chair and have at least nine Members who shall be appointed by the President to staggered three-year terms. At least two-thirds of Members of the Committee shall be current members of the House of Delegates, Board of Governors, or Executive Committee or shall have previously served in such capacity. The Legislative Counsel of the Association, the Director of Public Affairs and Government Relations, or the otherwise titled senior lobbyist of the Association shall be an ex officio Member of the Committee. The President-Elect may designate a Member to serve as the acting Chair of the Committee, in the absence of the President-Elect. The Committee's duties shall include (1) reviewing suggested Section, Committee, and Association positions on proposed legislation, regulations and rules and making recommendations regarding same to the House of Delegates, and/or the Board of Governors and/or the Executive Committee in accordance with the Association's legislative policies; and (2) reviewing, revising, and monitoring of the Association's legislative policies. A quorum of the Committee shall consist of five present Members. Abstention from votes at a meeting of the Committee shall not affect the establishment of a quorum.

## IX

The following procedure shall govern the adoption and publication of formal opinions of the Committee on Professional Ethics and the Unauthorized Practice of Law.

All formal opinions prepared by the Committee shall be submitted to the Board of Governors for review, comment, or suggestions before being adopted by the Committee. The Board of Governors shall review any opinion submitted to it at its first meeting after 15 days following the date of submission and shall return the opinion, together with its comments or suggestions to the Committee, within one week after the Board of Governors' meeting. If the opinion is not so returned, or is returned without comment or suggestions, it will be deemed that the Board of Governors has no comments or suggestions and the opinion will be deemed to have been adopted by the Committee.

Upon return of any formal opinion to the Committee by the Board of Governors with any comments or suggestions, the Committee will meet again to consider the comments and suggestions, at which meeting the Committee may adopt the opinion as originally drafted or take any other action it deems appropriate with regard to modifying and adopting or deciding not to adopt the opinion.

After the Committee has adopted an opinion, the opinion shall be published in the next issue of the Connecticut Bar Journal.

Within thirty days after such publication, any twenty-five Members or a majority of the Board of Governors may, by written petition directed to the President-Elect, request a hearing before the House of Delegates at its next meeting, at which time the House of Delegates shall determine whether the opinion shall be adopted as an official opinion of the Association.

If within thirty days of publication in the Connecticut Bar Journal, no such petition for a hearing has been filed, the opinion shall become an official opinion of the Association.

Withdrawal or amendment of a formal opinion may be accomplished by the same procedure as adoption.

## X

The Committee on Professional Ethics and the Unauthorized Practice of Law may adopt and issue informal opinions from time to time pursuant to such rules and bylaws as the Committee may adopt. Such informal opinions need not be submitted to the Board of Governors nor be published in the Connecticut Bar Journal. The Committee may in its discretion cause summaries of its informal opinions to be published in the Association's newsletter.

## XI

A law student or paralegal student who is otherwise ineligible for Association membership may apply for law student or paralegal student membership under rules prescribed by the Board of Governors. Dues for Law Student Members or Paralegal Student Members must be paid as prescribed by the House of Delegates. A Law Student Member or Paralegal Student Member has no interest in the property of the Association. A Law Student Member or Paralegal Student Member may not participate in electing representatives to the House of Delegates or in nominating a Member of the Board of Governors or an officer and may not serve in any of these capacities. A Law Student Member or Paralegal Student Member may not vote in Association elections. Each Law Student Member shall automatically be a Member of the Young Lawyers Section. Each Paralegal Student Member shall automatically be a Member of the Paralegals Section. A Law Student Member or Paralegal Student Member may participate in the benefit programs available to Associate Members, as determined by the Membership Committee.

## XII

A candidate for Associate status shall apply under rules prescribed by the Board of Governors. Dues for Associates must be paid as prescribed by the House of Delegates. An Associate has no interest in the property of the Association. An Associate may not participate in

electing representatives to the House of Delegates or in nominating a Member of the Board of Governors or an officer and may not serve in any of these capacities. An Associate may not vote in Association elections or on any Section or Committee business. An Associate may participate in the benefit programs available to Association Members.

### **XIII**

The official publication of the Association shall be the Connecticut Bar Journal, published under control of the Board of Governors by a Board of Editors. The President, not later than thirty days after adjournment of the annual meeting, shall appoint the Board of Editors, not fewer than seven in number, to serve for one year. The President shall arrange a meeting of said Board as soon as is practicable after its appointment, at which meeting said Board shall elect the Editor of the Connecticut Bar Journal, from the membership of the Association or from its own membership and shall report the election to the Secretary.

### **XIV**

There shall be a Council of Bar Presidents, whose Members shall be the presidents of every bar association (whether local or county) which is a Member of the Council of Bar Presidents on the effective date of this article. The Board of Governors shall have the authority to include as Members the presidents of additional bar associations. The President-Elect of the Association shall be the presiding officer of the Council. The Council shall adopt such internal rules for its organization and governance, not inconsistent with this Constitution, as it may deem appropriate, including rules for determining the criteria for admission of new Members and the dropping of existing Members, for adopting rules and procedures, rules regarding attendance, and all matters necessary and proper for its governance and organization. The Council of Bar Presidents shall be entitled to have a representative at every meeting of the Board of Governors, but without the right to vote. The Council of Bar Presidents shall also be entitled to have a representative attend each meeting of the House of Delegates with the same floor rights as any Chair of a Section or Committee at said House of Delegates meeting, but without the right to vote. The Council of Bar Presidents shall from time to time choose one of its members to be its said representative at the Board of Governors and House of Delegates meetings. The Council of Bar Presidents shall meet from time to time and shall serve as a liaison between the House of Delegates and the Association on the one hand and the local bar association on the other hand, and shall make recommendations to and give advice to the House of Delegates and the Board of Governors. The Council of Bar Presidents may meet five (5) times a year, the date for each succeeding meeting to be set by the Members attending the preceding meeting. Additional meetings shall be at the call of the President-Elect of the Association. Notice of the meetings, together with a copy of the agenda for that meeting and a copy of the minutes of the preceding Board of Governors meeting shall be sent to each Member of the Council at least seven days before each meeting. Each bar association shall be entitled to one vote at the meetings of the Council.

### **XV**

All terms defined in the Constitution of the Association shall have the same meaning in these Bylaws.

# HOUSE OF DELEGATES OF THE CONNECTICUT BAR ASSOCIATION, INC.

## RULES OF PROCEDURE

As adopted by the CBA House of Delegates on June 18, 2012

### Article I

#### Meetings of the House

- 1.1 ATTENDANCE. Pursuant to Article V, Section 1, E of the Constitution of the Association, meetings of the House of Delegates shall be open to all Members.
- 1.2 SEATING. Delegates shall be seated in areas of the House of Delegates that are reserved for delegates.
- 1.3 PRESIDING OFFICER. Pursuant to Article V, Section 4, B of the Constitution, the President, and in the President's absence the President-Elect, shall preside over meetings of the House of Delegates. The presiding officer may turn over the chair from time to time during a meeting in the presiding officer's discretion. In the event the President and the President-Elect are not able to preside over the meetings of the House of Delegates, then the Vice President shall preside, and in the Vice President's absence, the Secretary and, in the Secretary's absence, the Treasurer.
- 1.4 DUTIES OF PRESIDING OFFICER. The presiding officer shall:
- (1) preserve order, designating members of the House of Delegates to help if necessary;
  - (2) require that these Rules of Procedure be followed; and
  - (3) decide questions of order and procedure.
- 1.5 QUORUM. Pursuant to Article V, Section 1, F of the Constitution, twenty members of the House of Delegates shall constitute a quorum.

### Article 2

#### Order of Business

- 2.1 No person shall speak more than 10 minutes at a time except in presenting a Committee Report or with the unanimous consent of the Members of the House of Delegates present.
- 2.2 The privilege of the floor, without vote, shall be extended to any Member for no more than three minutes provided said Member registers at the Registry List prior to the beginning of the meeting, provided that the House of Delegates shall have the power, by two-thirds vote, to

further limit or terminate such Member's discussion. If a Member fails to register and wishes the privilege of the floor, it shall be within the discretion of the presiding officer to grant said Member the privilege of the floor.

- 2.3 Any Member of the House of Delegates may bring up on the calendar at any meeting of the House of Delegates any matter provided said member requests the item to be placed on the calendar at least 15 days before the scheduled meeting and files said request with the Secretary of the Association.

### Article 3

#### **Reports and Resolutions**

- 3.1 **REPORTS GENERALLY.** The annual written report of a Section or Committee to the House of Delegates shall be brief and concise and must be submitted to the Secretary before the date set by the President. The report may be merely an informational one that contains a summary of activities or it may include recommendations for Association action.
- 3.2 **SUMMARY.** The proceedings of the House of Delegates and the Board of Governors shall be recorded and the minutes shall be prepared by the Secretary of the Association as soon as practicable after a meeting is adjourned. The summary of action shall be sent to each Member of the House of Delegates and the Board of Governors and the Chair of each Committee and Section of the Association.
- 3.3 **NOTICES.** All agendas for the House of Delegates and Board of Governors shall be posted on the Association's Web site at least three (3) business days before meetings thereof. As soon as practicable after any such meeting, an informal summary of actions taken therein shall be posted on the Association's Web site by the Secretary. As soon as practicable after their approval, any minutes of the meetings of the House of Delegates or Board of Governors shall be posted on the Association's Web site by the Secretary.
- 3.4 **CONSENT CALENDAR.** Resolutions and other action items that the Executive Committee determines are not likely to be opposed may be included on a consent calendar that shall be attached or incorporated into the meeting agenda. Consideration of the consent calendar must be made a special order and all items on it shall be moved for approval without debate. By written or electronic request of a Delegate received by the Secretary on or before 5:00 PM on the last business day before a meeting of the House of Delegates, any item on the consent calendar may be removed and made the subject of debate. Thereafter, only the President or presiding officer may remove an item from the consent calendar.

## Article 4

### **Voting**

- 4.1 VOICE VOTE. Voting shall be by voice vote or, if the presiding officer is in doubt, by standing vote.
- 4.2 ROLL CALL VOTE. A roll call shall be required if a roll call vote is required by 20 percent of the Members present and voting.

## Article 5

### **Parliamentary Authority**

- 5.1 PARLIAMENTARY AUTHORITY. Pursuant to Article VI, Section 4 of the Constitution, to the extent deemed appropriate by the presiding officer, all meetings shall be governed by Robert's Rules of Order, Newly Revised.
- 5.2 PARLIAMENTARIAN. The presiding officer at each meeting of the House of Delegates shall select the parliamentarian to advise the presiding officer.

## Article 6

### **Amendment of Rules**

- 6.1 PROCEDURE. These Rules may be amended, adopted, or rescinded provided that the terms of the proposal shall be contained in the call of the meeting at least 10 days in advance of the meeting and that two-thirds of the Members present and voting shall concur.
- 6.2 CORRECTION. Upon the adoption of an amendment to these Rules, the Secretary may correct punctuation, grammar, or numbering when appropriate, if the correction does not change the meaning.

## Article 7

### **Committees**

- 7.1 COMMITTEES. Committees of the House of Delegates shall be appointed by the President in such numbers of Members of the House of Delegates and for such purposes as the President may deem desirable or as the House of Delegates or these Rules may direct. Meetings of the Committees shall be at the call of the respective chair thereof.

## Article 8

### **AMICUS BRIEF POLICY**

[APPROVED October 15, 2018]

The filing of an amicus curiae brief will be authorized only on behalf of the CBA. Individual sections or committees of the CBA are not authorized to submit amicus briefs on their own behalf.

The issues to be addressed and the positions to be advanced in any such amicus brief must be consistent with the overall goals and the mission of the CBA, and involve (a) a matter of compelling public interest; or (b) a matter of particular significance to the practice of law, the legal profession, the legal system, or the administration of justice. Any such brief must be of the highest professional quality, and should present the position of the CBA in a fashion that will assist the court in its analysis of the issues rather than simply repeating arguments presented by the parties or others filing amicus briefs. Absent exceptional circumstances, amicus briefs will not be authorized with respect to matters at the trial court level. Consistent with the obligation of member attorneys to provide pro bono/pro publico services, no fees shall be requested or paid for the preparation of amicus filings on behalf of any section or the Association.

The filing of an amicus brief and approval of the position(s) to be taken in such brief must be authorized by the House of Delegates of the CBA or, between meetings of the House of Delegates, by the Board of Governors. The Board of Governors must report on any action taken with respect to a request to file an amicus brief at the next meeting of the House of Delegates.

A request to file an amicus brief must be submitted by a CBA section or committee, following approval by that section (or its executive committee) or committee. The request should note whether the section or committee is acting in response to a request from the court. The section or committee shall submit its request for authorization on an Amicus Brief Request Form to the CBA Executive Director (including a plain-language summary and explanation of the proposal, the rationale for the proposal, and the basis of the approval, i.e. whether it was approved by the section or committee or its executive committee) for distribution to each CBA section and committee. The section or committee proposal, along with any objection, concurrence, comment or action by another section or committee shall then be submitted to the CBA Executive Committee for presentation to the House of Delegates or Board of Governors.

After the approved brief is written, it must be submitted to the CBA President. The CBA President or designee will assure that the brief accurately reflects the legal underpinnings of the approved amicus brief proposal and the highest standards of professionalism, so as to present the issues in a useful manner to the reviewing Court.

Article 9

**Proxies and Remote Attendance**

[RESERVED FOR FUTURE USE]

Article 10

**Definitions**

10.1 DEFINITIONS. All terms defined in either the Constitution or Bylaws of the Association shall have the same meaning as in these Rules.