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## NATIONAL CAPITAL CHAPTER NEWSLETTER

SAVE, National Capital Chapter Newsletter VOL. 77 NO. 5

May 1977

### ELECTION RESULTS

This year's election committee did a commendable job. The ballots were mailed on time, the format was excellent, and best of all--no postage postcards. You guys are outstanding! Now the results, 66 ballots were cast and the winners are:

PRESIDENT-	GLENN WOODWARD	(63)
VICE-PRESIDENT-	BOB ASKEW	(49)
SECRETARY-	PETE MCLAUGHLIN	(41)
TREASURER-	DALE DAUCHER	(36)

DIRECTORS-	FIRST YEAR
	JACK STRICKLAND
	RUDY KEMPTER
	TOM GANNON
	ED JOHNSON
	HERB RHODES

	SECOND YEAR
	MIKE ZABYCH
	BUD BROGAN
	BOB ROSSMAN
	HAL TUFTY
	OWEN RYE

Good luck to you all.

# LET'S GET TOGETHER-

## FAMILY SOCIAL AND INSTALLATION OF OFFICERS

DATE: Saturday, June 11th

PLACE: Fort Washington Marina

PROGRAM: Tom Wilson, proprietor of the Fort Washington Marina, has agreed to host our Family Social Cook-Out. Tom, your great!!

Arrive anytime in the afternoon, late afternoon.

Outside bar will open at 4:00 p.m.

Dinner between 5:30 and 6:00

Boat rides before and after dinner

MENU: Steak personally prepared to your satisfaction, we know because you will be the one personally preparing it.  
Potatoe Salad, Cole Slaw, Trimmings  
OR  
White River blue channel Catfish and Hushpuppies  
Potatoe Salad, Cole Slaw, Trimmings

COST: \$6.00 with cash bar (children, 12 and under \$3.00)

DIRECTIONS: Take Beltway exit #37 south on Indian Head Highway (MD rte 210). Go 4.3 miles to Fort Washington Road turn right and go 3.2 miles to Warburton St., turn left on Warburton and go 1 mile following sign to the marina.

RESERVATIONS: Bob Askew 274-7651 by 6 June.

your place  
to meet

RAIN

OR

SHINE



## BOARD OF DIRECTORS

### OFFICERS

President  
Glenn Woodward .....566-0130

Vice-President  
Bob Askew .....274-7651

Secretary  
Peter McLaughlin ....394-2680

Treasurer  
Dale Daucher .....566-0141

### SECOND YEAR DIRECTORS

Mike Zabych .....693-1363  
Bud Brogan .....577-1583  
Bob Rossman.....960-9039  
Hal Tufty.....347-8999  
Owen Rye.....245-1914

### FIRST YEAR DIRECTORS

Jack Strickland.....695-1768  
Rudy Kempter.....833-8382  
Tom Gannon.....325-0032  
Ed Johnson.....426-0334  
Herb Rhoades.....472-1991

## NATIONAL CAPITAL CHAPTER NEWSLETTER

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NATIONAL CAPITAL CHAPTER  
SOCIETY OF AMERICAN VALUE ENGINEERSCHAPTER BYLAWS

Approved: Chapter Membership -- April 20, 1977

ARTICLE I. NAME

Section 1. The name of this organization is the National Capital Chapter of the Society of American Value Engineers, hereinafter called the Chapter. This organization is one Chapter of the Society of American Value Engineers, Inc., hereinafter called the Society.

ARTICLE II. OBJECTIVES

Section 1. The objectives of this Chapter are to promote the advancement of the knowledge and application of value engineering analysis, consistent with the objectives of the Society. The objective of these Bylaws is to establish operating procedures for the Chapter. In this regard they serve to supplement the Constitution and Bylaws of the Society.

ARTICLE III. ARTICLES OF INCORPORATION

Section 1. The Chapter is a non-profit organization, chartered by the Society in 1964 and identified as Chapter No. 023. The official mailing address of the Chapter is P.O. Box 14265, Washington, DC 20044.

ARTICLE IV. MEMBERSHIP

Section 1. Membership of the Chapter shall be members of the Society who reside or are employed in the geographic area served by the Chapter. Members of the Society who reside or are employed outside the area so described may be admitted to Chapter membership with the concurrence of the Society. Grades and conditions of membership in the Chapter shall conform to those of the Society. The Term "Member" when printed with an initial capital, where used in these Bylaws, includes only those grades of membership in good standing that are eligible to vote.

Section 2. A member may be suspended from participating in Chapter activities, from holding Chapter office or voting in Chapter elections for non-payment of dues, or for conduct which substantially tends to injure the Chapter or to affect adversely its reputation, or which is contrary to or destructive of its objectives. Suspension shall be by a two-thirds vote of the entire Chapter Board of Directors, (hereinafter referred to as the Board-defined in Article VIII), after the member has been given opportunity to be heard in his own defense.

Section 3. Expulsion of a member from the Chapter may only be caused by an act of the Society. The Board may recommend expulsion of a member to the Society only after the member has been suspended by the Chapter. A separate two-thirds vote of the entire Board is required for such a recommendation.

ARTICLE V. ELECTION OF HONORARY, LIFE, FELLOW AND EMERITUS MEMBERS

Section 1. Final recommendation to the Society for Honorary, Life, Fellow and Emeritus membership shall be by the Board.

ARTICLE VI. FEE AND DUES

Section 1. The primary source of Chapter income shall be that share of Society dues allocated for local chapter activities. Additional dues, levies or assessments may be established by a two-thirds vote of the entire Board. Chapter activities which produce funds on a voluntary basis may be undertaken with the concurrence of a simple majority of the Board present and voting.

Section 2. Chapter offices, elected or appointed, may be held only by Members in good financial standing. Members in arrears by one month or more shall be reported by the Chairmen of the membership committee to the President who shall take action as he may deem appropriate in each case.

Section 3. When a satisfactory balance shall have accrued to the account of the Chapter, the Board, upon an investigation of worthwhile projects, will report to the membership at its regular meeting suggestions for the expenditure of funds. Any expenditure chargeable to the Chapter must be in writing and attested to its being a legitimate debt of the Chapter. Any expenditure in excess of \$25.00 must be approved by the Board. If there should be any net surplus from any activities, the same shall accrue solely to the Chapter and no part shall inure to any member. No loans can be made to Chapter Directors or officers.

ARTICLE VII. MANAGEMENT

Section 1. The Chapter shall be governed by these Bylaws. In case of conflict between these Bylaws and the Constitution and Bylaws of the Society, the Constitution and Bylaws of the Society shall govern.

Section 2. The affairs of the Chapter shall be governed by the Board, elected by the members. The Board shall have full control of the activities of the Chapter in accordance with these Bylaws. The Board shall have the power to regulate its own proceedings. The Board may accept gifts of money or other things of value for and in the name of the Chapter. The deposit, investment, and disbursement of such funds shall be subject to the direction of the Board. The Board shall have authority to establish and fix the location of an official headquarters of the Chapter.

#### ARTICLE VIII. BOARD OF DIRECTORS

Section 1. The Board shall consist of 14 Members and shall include the incumbent President, Vice President, Secretary, and Treasurer, plus 10 Directors. The Directors shall serve a two-year term on a staggered basis such that approximately one half are elected each year.

Section 2. The immediate past President of the Chapter shall automatically fill one 2-year term office as a Director.

Section 3. The Chapter President shall preside as Chairman of the Board, and in his absence the Vice President shall so serve. Eight members of the Board shall constitute a quorum for the transaction of business.

Section 4. The Board may, by a majority vote of its members present at any meeting, establish, amend, or revise procedures for the conduct of its professional or business meetings, and for the guidance of its committees in their work provided that such procedures are consistent with these Bylaws.

Section 5. The President, with approval of the Board, shall appoint a Member to fill a vacancy for a period not to exceed the unexpired term of the office vacated by reason of death, resignation, business move, or other cause.

Section 6. The Board may, by a two-thirds vote of its members declare a vacancy on the Board on the failure of an incumbent to attend Board meetings or to perform the duties of his office.

Section 7. Any Officer or Committeeman, whether elected or appointed, may be removed by a two-thirds vote of the entire Board, whenever in its judgment the best interests of the Chapter would be served thereby.

Section 8. Only Board members may be designated as proxies. Each proxy authorization shall be signed by the absent member and submitted to the Chair prior to the meeting.

#### ARTICLE IX. OFFICERS

Section 1. The elected Officers of the Chapter shall be a President, Vice President, Secretary, and Treasurer, with duties as specified hereinafter:

A. The President shall preside at all meetings. He shall enforce observance of the Constitution and Bylaws of the Society and these Bylaws; decide all questions of order; sign all official documents that are adopted; and perform all customary duties pertaining to this office.

B. The Vice President shall assume all of the duties of the President in his absence and shall assume supervision of those committees as directed by the President. He shall serve as Chairman of the Auditing Committee.

C. The Secretary shall keep records of the proceedings of meetings, maintain a file on all correspondence, bring suitable communications to the attention of the President, and supply notices to members. He shall maintain orderly records and transfer those to his successor at the expiration of his term of office.

D. The Treasurer shall receive, receipt and deposit all monies accruing to the Chapter; keep an accurate account of monies received and expended; and pay authorized bills. At the end of each quarter he shall submit to the Board an itemized statement of disbursements and receipts and shall have his accounts audited at the end of each fiscal year by the Auditing Committee. He shall, within two weeks of the expiration of his term, turn over all records and monies, receipts, and drafts in his possession, belonging to the Chapter, to his successor. The President is authorized to sign checks in the absence of the Treasurer. The Treasurer shall be bonded at the expense of the Chapter if desired by the Board.

Section 2. Only Members in good standing as defined by the Society shall be eligible to serve as Officers of the Chapter.

Section 3. The Board may designate Honorary Vice Presidents and appoint a General Counsel for the Chapter. Honorary Vice Presidents and General Counsel shall perform such duties as may be specified under terms of the appointment.

Section 4. The term of office of all Officers of the Chapter shall be for the period of the administrative year, or for the unexpired portion thereof, for which they have been elected or appointed, and until their successors have been elected, appointed, and qualified. No Officer shall be eligible to serve more than two consecutive one-year terms in the same office except by a two-thirds vote of the Board.

Section 5. A vacancy in any office of the Chapter except President, because of death, resignation, removal, disqualification, or otherwise, shall be filled by a majority vote of the Board for the unexpired term of the vacant office, with such assistance from the Nominating Committee as may be requested by the Board.

#### ARTICLE X. REGIONS AND CHAPTERS

Section 1. The Chapter is named in accordance with the Constitution of the Society. Its identification signifies that it is located in Washington, D.C. which is the location of the Capital of this Nation. The Chapter is located in the Southeast Region of the Society.

Section 2. The geographical boundaries of the Chapter are defined by the Society and presently include: the District of Columbia; the State of Virginia; and 13 counties in the State of Maryland, namely - Calvert, Prince Georges, Charles, St. Mary's, Dorchester, Wincomico, Worcester, Sommerset, Montgomery, Frederick, Washington, Allegheny and Garrett.

#### ARTICLE XI. MEETINGS

Section 1. Monthly Chapter meetings shall normally be held beginning in September and continuing throughout the winter months with the last meeting being held in June.

Section 2. Special business meeting may be called by written request of eight (8) Members of the Board. Only business so stipulated shall be transacted at such special meetings.

Section 3. Chapter meetings of a purely social or educational nature may be sponsored, and if approved by the Board, may take the place of a regular monthly meeting.

Section 4. Board meetings shall be called by the President at least five times per year.

Section 5. Roberts Rules of Order shall be used as the parliamentary law of the Chapter when required.

Section 6. Chapter delegates and alternate delegates to the annual business meeting of the Society shall be appointed by the President each year. Delegates shall be empowered to vote on behalf of the Chapter, on all issues brought before the annual business meeting.

#### ARTICLE XII. NOMINATIONS AND ELECTIONS

Section 1. Nominations for Officers and Directors shall be made by the Nominating Committee which shall select one and not more than three names for each elected office. The slate of nominees for each elected office shall be mailed to all Members along with the notice of the March meeting. At the March meeting additional nominations from the floor shall be entertained.

Section 2. The complete ballot of candidates shall be submitted for vote, by mail to Chapter Members no later than April 1. Returns shall be tabulated and election results announced prior to April 30. Elected officers shall take office at the June meeting.

Section 3. A simple majority of votes received will be sufficient to elect Officers. The candidates for the office of Director, who receive the largest number of votes, will serve as Directors. Votes will be opened, counted and recorded by the Teller Committee. Nominees may witness the counting of votes if desired. In case of tie for any one elected office, the Chairman of the Teller Committee shall break the tie.

#### ARTICLE XIII. COMMITTEES

Section 1. Committees shall be established for the purpose of expediting the business of the Chapter, advising the Officers of the Chapter, and transacting specific activities of the Chapter.

Section 2. Standing Committees shall be established by and responsible to the Board. The areas of responsibility and duties of Standing Committees shall be set by the Board and published in the form of separate position descriptions for each Committee. The following Standing Committees are hereby established:

- A. The Awards Committee
- B. The Membership Committee
- C. The Nominating Committee
- D. The Teller Committee
- E. The Program and Facilities Committee
- F. The Auditing Committee

Section 3. Special Committees shall be established by and be responsible to the President. The areas of responsibility and duties of Special Committees shall be set by the President.

Section 4. Except as provided for in these Bylaws, Committee Chairmen shall be appointed by the President. The concurrence of a majority of the Board shall be required for the appointment of Standing Committee Chairmen. Committee appointments shall end with the term of the appointing President or Board, except where earlier terminating occurs through resignation, removal, or other cause.

Section 5. Specific restrictions apply to eligibility for membership to the following Committees:

A. The Nominating Committee shall consist of three Members. Members of this Committee will not be eligible to run for election in the year that they serve on the Committee.

B. The Teller Committee shall consist of three Members. Members of this Committee shall not be a member of the Nominating Committee and shall not be running for election in the year that they serve on the Committee.

C. The Auditing Committee shall consist of three Members. The Chairman shall be the Vice President. The other two Members may not be Board Members.

#### ARTICLE XIV. PUBLICATIONS

Section 1. Chapter members will be eligible to receive the Chapter Newsletter and meeting notices. Members in good standing will also receive publications provided by the Society.

Section 2. A copy of these Bylaws will be provided each member and new member.

Section 3. A copy of these Bylaws; the Constitution and Bylaws of the Society; and approved position descriptions for Chapter Standing Committees shall be maintained by the Secretary where they shall be kept available for review by any number.

Section 4. Stationary of the Chapter shall be as specified by the Board and shall be issued by the Secretary to all Officers, Directors and Committee Chairmen for their official use in conducting the business of the Chapter.

Section 5. A copy of an official Chapter correspondence shall be forwarded to the Secretary for insertion in the file.

#### ARTICLE XV. BYLAWS

Section 1. The Board shall make these Bylaws, not in conflict with the Constitution and Bylaws of the Society, as may be necessary for the proper management of the Chapter's affairs.

Section 2. The Board, by a two-thirds affirmative vote of its entire members, may make, revise or revoke any Bylaw. The text of the proposed Bylaw or revision shall be in the hands of each Member of the Board at least fifteen (15) days before the meeting at which a vote on the proposed Bylaw or revision is to be taken. A Bylaw or revision shall take effect as directed by the Board, and shall be published by the Secretary.

#### ARTICLE XVI. AMENDMENTS

Section 1. In addition to that provided above, Amendments to these Bylaws may be made by mail ballot of the Members. An Amendment shall overrule any other action taken by the Board.

Section 2. Amendments may be proposed by a petition signed by not less than ten (10) percent of the Members. If the Board questions a possible conflict between the proposed Amendment and the provisions of the Society, then the Board retains the right to send the proposal to the Society for determination. If no conflict exists, then an Amendment shall become effective, upon the affirmative vote of fifty one percent of the entire Membership. Members shall be notified of the results as soon as practicable by notice in a publication to the membership. If a conflict does exist, then the Members will be so notified and the proposed Amendment will stand defeated.

#### ARTICLE XVII. DISCONTINUANCE

Section 1. This Chapter shall not be discontinued unless three-fourths of the Members shall vote for such discontinuance. If for any reason the Chapter shall be dissolved, the funds and assets of the Chapter shall be donated to the Society for the advancement of value engineering.

#### ARTICLE XVIII. HONORS AND AWARDS

Section 1. Special Chapter honors or awards may be bestowed upon those individuals who have, in the opinion of the Board, made noteworthy contributions to the advancement of value engineering and/or the Chapter. The "Capital Honor Award" may be given, with approval of the Board, for recognition of individuals who have made an outstanding achievement in the advancement of value engineering. The "Chapter Presidents Award" may be presented for recognition of the one, or with the approval of the Board, the more than one, Chapter member the President desires to recognize for service to the Chapter during the President's term of office.

Section 2. Recipients of a Chapter Award will automatically be considered by the Awards Committee for nomination to receive an award from the Society.

End of Bylaws