



Bylaws
of
The Judge Hugh Means American Inn of Court

Article I
General

Section 1. Purpose.

The purposes of The Judge Hugh Means American Inn of Court are set forth in its Organizational Charter issued by the American Inns of Court Foundation.

Section 2. Principal Location.

The Judge Hugh Means American Inn of Court shall be located in the city of Lawrence, county of Douglas, state of Kansas.

Article II
Organization

Section 1. The Executive Committee.

The Executive Committee is composed of the officers and the chairs of the various committees formed by the Executive Committee and such other members as are determined by the Masters. The duties of the Executive Committee, and its members, are set forth in the Organizational Charter, and as set forth herein.

Section 2. The Officers.

The officers of the Inn shall be a president, a counselor, a secretary/treasurer or secretary and treasurer, and such other officers as the Masters deem necessary. The officers serve a twoyear term, or as otherwise directed by the Masters, and may succeed themselves only once. The officers are selected by the Masters in accordance with the Organizational Charter of the Inn.

Section 3. Committees.

The Executive Committee may establish standing and ad hoc committees from time to time from among the active members of the Inn, and from time to time may change or discontinue committees.

Initially, the following standing committees shall be established: Membership Committee, Program Committee, Social Committee, Reporting Committee and Liaison Committee.

Among such other duties as may be assigned by the Masters and the Executive Committee, the duties of each committee shall be as follows:

Membership Committee—The Membership Committee shall solicit and review applications and make recommendations to the Executive Committee, for membership in the Inn; shall maintain records of attendance and oversee attendance in accordance with Article IV. Section 2 of these Bylaws; and, shall assign members to Pupillage groups.

Program Committee—The Program Committee shall oversee and approve program topics, and shall be responsible for submitting programs for Continuing Legal Education credit.

Social Committee—The Social Committee shall be responsible for scheduling, arranging and collecting monies for approved social functions of the Inn within the parameters as set forth by the Executive Committee.

Reporting Committee—The Reporting Committee shall be responsible for the distribution of news, announcements, and other information among members of the Inn, and to the American Inns of Court Foundation; shall be responsible for submitting program reports to the American Inns of Court Foundation; and, shall prepare articles for the Bench.

Liaison Committee—The Liaison Committee shall maintain communication with local law schools, other legal organizations, and the local community in order to advise interested persons of Inn activities.

The officers shall appoint committee members and chairs of the committees, who shall serve two year terms, or as otherwise directed by the Executive Committee.

Committees may create ad hoc subcommittees, as appropriate.

Section 4. Pupillage Groups.

All active members will be assigned to a Pupillage Group by the Membership Committee and shall be approved by the Executive Committee. Each Pupillage Group shall be chaired by a Master appointed by the Executive Committee. The Masters and Pupillage Groups shall be reassigned every two years or as deemed appropriate by the Executive Committee.

Article III.

Membership.

Section 1. Active Members.

There are four classifications of members in an American Inn of Court, as defined in the bylaws of the American Inns of Court Foundation, and as set forth below:

- Masters of the Bench—consisting of lawyers with at least 10 years of experience, judges and law professors;
- Barristers—consisting of lawyers with at least five years of experience;
- Associates—consisting of lawyers with zero to five years of experience; and,
- Pupils—consisting of law students.

Membership in this American Inn of Court shall consist of Masters, Barristers and Associates. Pupils may participate in all activities of the Inn, but will not be voting members. Associates shall serve a term of two years, running from July 1 through June 30, or as otherwise directed by the Executive Committee.

Section 2. Inactive Members.

The Executive Committee may confer Emeritus and Honorary memberships as set forth in the Organizational Charter.

Section 3. Diversity and Inclusion

The Judge Hugh Means Inn of Court, in its commitment to diversity and inclusion, supports full and equal access to, and participation by, all individuals in the Inn, the legal profession, and the justice system regardless of race, gender, ethnicity, national origin, citizenship status, religion, age, sexual orientation, gender identity, disability, or any other attribute.

The Judge Hugh Means Inn of Court's commitment to diversity fosters community and inspires thoughtful, creative, and robust ideas. In recognizing that achieving diversity and inclusion in the legal profession requires the Inn's continued effort and commitment, it is the duty of the Inn to reflect diversity within its community.

Article IV

Meetings and Attendance

Section 1. Meetings.

Meetings shall be held at least six times per year at such times as the Executive Committee may determine. The Inn shall endeavor to have at least one social event per year wherein members may invite guests.

Section 2. Attendance.

The Membership Committee shall monitor attendance at meetings and shall take such action regarding individual memberships as the Executive Committee deems

necessary and appropriate to strengthen and improve members' Inn of Court experience.

Article V

Voting and Elections.

Section 1. Masters.

With the exception of Emeritus and Honorary Masters, each Master shall be entitled to one vote on all matters submitted to the Masters. A majority of voting Masters shall constitute a quorum for the transaction of business. Every act done or decision made by a majority of the Masters in attendance at a meeting shall be regarded as the act of all the Masters.

Section 2. Executive Committee.

Each member of the Executive Committee shall be entitled to one vote on all matters submitted to the Committee. In the event of a tie, the President shall have the deciding vote. A majority of the members of the Committee shall constitute a quorum for the transaction of business. Every act done or decision made by a majority of the members in attendance at the meeting called for that purpose shall be regarded as the act of the entire Committee.

Section 3. Elections.

During the Spring months of each Inn year, an announcement will be made soliciting interested persons to apply to the Executive Committee for Executive Committee or other leadership roles opening in the following Inn year. The Executive Committee will then nominate a slate of officers and present the slate to the Masters of the Bench for election, which must be by a majority vote. Selection of the Executive Committee and other leadership roles shall be in accordance with the Organizational Charter. Leadership positions shall generally be for two-year terms.

Section 4. Vacancies.

When a position as an officer, committee chair or master chair becomes vacant, the procedures for election and selection of officers and chairs shall be followed when the vacancy occurs; however, the duration of the vacant position shall not be counted against the new officer or chair in regards to any maximum term of service.

Article VI

Fiscal Matters

Section 1. Fiscal Year.

The fiscal year of The Judge Hugh Means American Inn of Court shall be the same as the fiscal year of the American Inns of Court Foundation, which is from July 1 to June 30 of each year.

Section 2. Dues.

Dues shall be in an amount consistent with the Organizational Charter and shall be levied by the Treasurer during the month of September of each year. Failure to pay assessments and dues prior to the third meeting of the Inn year and after reasonable

notice may be considered by the Executive Committee as grounds to terminate membership of the person in default.

Section 3. Expenses.

This American Inn of Court shall pay all reasonable expenses incurred by members of the Executive Committee for such things as attendance at state, regional, or national events of the American Inns of Court Foundation and payment to an administrator.

Article VII

Adoption and Amendments.

Section 1. Adoption.

These Bylaws will be adopted by this American Inn of Court upon approval by a majority of the Masters of this American Inn of Court and after being submitted to and approved, in writing, by the Board of Trustees of the American Inns of Court Foundation. The Masters may make valid decisions by voting by mail, facsimile, electronic mail, or other means when deemed necessary by the Executive Committee or the President.

Section 2. Amendments.

Amendments to these Bylaws may be made by a majority of the Masters of this American Inn of Court and must be submitted to and approved, in writing, by the Board of Trustees of the American Inns of Court Foundation. The Masters may make valid decisions by voting by mail, facsimile, electronic mail, or other means when deemed necessary by the Executive Committee or the President.