



The Mission of the Inland Empire Chapter of WaterReuse California, a Section of the WaterReuse Association, is to provide a forum to share information relative to recycled water projects at the local level.

BYLAWS OF THE INLAND EMPIRE CHAPTER OF WATERREUSE CALIFORNIA, A SECTION OF THE WATERREUSE ASSOCIATION

ARTICLE I - NAME AND LOCATION

The name of this organization will be the *Inland Empire Chapter (hereinafter referred to as "Chapter") of WaterReuse California, a Section of the WaterReuse Association (hereinafter referred to as the "Association")*.

The office of the Chapter will be located at the address of the current Chapter President or in such other locality as determined by the Chapter President. The office will be located in Riverside or San Bernardino County.

ARTICLE II - ORIGIN AND AUTHORITY

The Chapter was formed in May 2005 to support the ever-increasing focus on water recycling to supplement and diversify the Inland Empire region's water supplies. Members of the Inland Empire Chapter include recycled water purveyors, recycled water customers, regulatory agencies, engineering and consulting firms, equipment vendors, as well as interested individuals from the community at large.

The Bylaws of the Chapter, a recognized local chapter of WaterReuse California, were initially adopted on January 27, 2006, amended on August 23, 2016 and on January 13, 2021.

ARTICLE III - OBJECTIVES

The objectives of this Chapter are to:

1. Promote water recycling as a supplemental source of water and as a means to reduce discharges to waters in the Inland Empire area of Southern California;
2. Provide a forum for the exchange of ideas and information on water recycling among people and organizations;
3. Facilitate the development of water recycling technology;
4. Work for the adoption of legislation and regulations that maximize the safe use of recycled water;

5. Provide mutual assistance and support between and amongst the Chapter Members involved with water recycling projects; and
6. Increase public awareness of the water recycling efforts in the Inland Empire area of Southern California.

ARTICLE IV - MEMBERSHIP

Membership in this Chapter is open to any individual, organization, or entity that wishes to discuss, dialog, and debate water issues in a constructive forum, subject to the provisions of these Bylaws.

Regular membership in good standing shall be defined as any individual or individual representing; a public entity, a private commercial enterprise, an educational or not-for-profit institution abiding by the Bylaws of the Chapter. All members of the Chapter, or their agency/company, are required to be members of the California Section of the WaterReuse Association. Only Members that are current dues paying Members of the WaterReuse Association are eligible to vote and qualified to hold elected offices or positions in the Chapter.

Students are encouraged to participate in Chapter activities. Student members are not permitted to vote.

A list of all attendees, and affiliation will be maintained by the Chapter Secretary.

All attendees have admittance to all Chapter meetings and functions, and access to all documents, reports, white papers and other information produced as a result of Chapter activities.

ARTICLE V - OFFICERS

The officers of the Chapter will be Past President, President, Vice President, Secretary, Director of Membership Outreach, and Chapter Trustee.

An Officer Nomination and Elections Committee, consisting of local chapter Board and Members at Large, will choose one (1) or more nominees for each office to be filled, except for the office of Past President. The slate of nominated officers will be presented to the general membership thirty (30) days before the date which the officer elections will take place. If nominations are not able to be secured prior to an election meeting, Chapter leadership will request self-nominations at the meeting and allow for an in-person ballot vote. If only one nominee is available a public up or down vote can be held.

Each nominee position will be elected by the membership at a general meeting of the Chapter or by e-mail ballot. This selection process does not preclude members in good standing from submitting a nomination from the floor or via e-mail. The nominees receiving the highest number of votes for a given office will be elected. Each officer will take office immediately upon installation and will serve for a term as follows:

- Past President, President, Vice President: 2 year consecutive terms (

- 6 years total)
- Other officer positions: 2 year terms

All the officers identified above must remain members in good standing for the length of their terms. Terms shall be based on a calendar year.

In the event of an officer vacancy, the Officer Nomination and Elections Committee will reconvene within thirty (30) days to choose a nominee. The recommended nominee will be confirmed by the membership by special election at the next regularly scheduled Chapter meeting or via e-mail ballot, having first ascertained the willingness of the nominee to serve if elected. This selection process does not preclude members in good standing from submitting a nomination from the floor. The nominee receiving the highest number of votes will be elected.

Any or all officers may be removed from office for cause by the vote of two-thirds (2/3) of the members at any regular Chapter meeting. Initiation of officer removal requires a petition from 5 members in good standing at a regular membership meeting. Voting on the removal of officer(s) will take place at the next regularly scheduled Chapter meeting. If any or all of the officers are so removed, new officers will be elected at the same meeting and will hold office for the remainder of the term of the removed officers.

ARTICLE VI - DUTIES OF OFFICERS

The Chapter Officers (hereinafter referred to as "Executive Committee") will be the governing body of the Chapter and will have the power to act for, and on behalf of the Chapter between meetings. All questions coming before the Executive Committee will be decided by a majority vote of the Executive Committee and shall constitute a quorum.

The Executive Committee may exercise the above-described functions either in sessions at duly called meetings, conference calls, by letter ballot, or by e-mail ballot.

Past President: Initiates and oversees the Officer Nomination and Elections Committee, consisting of the President and up to three (3) volunteer chapter members in good standing. The Past President will also serve as an advisor to the President and other officers.

President: The President will preside over all meetings of the Chapter and communicate to the members such matters as may in his/her opinion tend to promote the welfare and increase the usefulness of the Chapter. The President will also be the primary liaison to the California and National WaterReuse Associations as it pertains to general Chapter business, and will perform such other duties as required by the office of President. The President may delegate some of these duties to the Vice President.

Vice President: The Vice President will act for the President when the President is absent or incapacitated, and will perform such duties as are delegated by the President. The Vice President will also be responsible for making arrangements for all meeting locations, securing meeting speakers, preparing the meeting agendas, and overseeing the coordination of other chapter events.

Secretary: The Secretary will be in charge of the membership records, historical files, and documents of the Chapter. This position will also be responsible for ensuring the proper recording of Chapter meeting proceedings, and preparing minutes to record the execution of all votes and action items. The Secretary will maintain a directory which consists of names, addresses and phone numbers of all members and maintain the Chapter Bylaws and membership name badges. It will be the responsibility of all the officers to ensure the Secretary receives the original or copies of all Chapter work products for retention in the Chapter files. Upon leaving office, the Secretary will deliver to his/her successor all records and other material in the Secretary's charge or, in the absence of a successor, the Secretary will deliver such properties to the President.

Director of Membership Outreach: The Director of Membership Outreach will be in charge of posting meeting notices, preparing and disseminating information about the Chapter to outside agencies and organizations, oversee the drafting and release of the Chapter's Newsletter, ensure maintenance of the Chapter's web-site, and provide status reports on the activities of the Public Relations and Outreach Subcommittee to the other officers. This position will also be responsible for maintaining and increasing Chapter membership through active industry outreach activities and maintenance of the Chapter's Speaker's Bureau. Upon leaving office, the Director of Membership Outreach will deliver to his or her successor all records and other materials in the Director's charge or in the absence of a successor, the Director of Membership Outreach will deliver such properties to the President.

Chapter Trustee: The Chapter Trustee (hereinafter referred to as "Trustee") geographically located in the Inland Empire area, and elected into office by the Chapter membership, will be expected to facilitate communication between the Chapter and WateReuse California Section to better accomplish the mutual goals of each organization. The Trustee will be expected to regularly attend the WateReuse California Section meetings, as well as Chapter and Executive Committee meetings, and will solicit input and guidance from the local Chapter officers (and general membership when feasible) on important policy issues and proposed actions that may impact the Chapter members. The Trustee will provide a status report as soon as possible to the Chapter officers on items which may have an impact on the Chapter membership. Routine items will be reported to the Chapter membership at regularly scheduled Chapter meetings.

ARTICLE VII – MEETINGS

Chapter meetings will be held a minimum of four times annually, if practicable, as arranged by the Chapter President and officers. Notice of any meeting of the Chapter will be sent electronically to the last known e-mail address of each member not less than 14 days before the date of the meeting. The Chapter encourages all to attend the meetings regardless of Membership status.

ARTICLE VIII – COMMITTEES, LIAISONS AND MEMBERS AT LARGE

The President, with majority approval from the members present at a regular meeting, may establish ad hoc committees composed of Chapter Officers, Chapter members in good standing, or other participants who bring experience and expertise, to perform duties as assigned.

The President and the Director of Membership Outreach (in consultation with the President) may appoint liaisons to represent the Chapter at meetings or activities of other organizations, committees, or groups. Any appointee for liaison or other committee designations dealing with business of this chapter made by the President or the Director of Membership Outreach will be a member in good standing. Any policy positions or statements made at meetings or functions by any appointed liaison will support the mission statements of the Chapter and WateReuse California.

The President, with majority approval from the members present at a regular meeting, may offer members a position of Member at Large, subject to a majority vote of present members in good standing. The Member at Large may assist officer positions and participate in all Chapter planning and organizing meetings, specifically aiding the Chapter secretary regarding meeting notices and preparation of minutes. It is anticipated that the Member at Large will be available if any other elected Officer is unavailable or needs to leave their position before their term is complete.

The Chapter will periodically inform the California Section of important regional issues through the Chapter Trustee or through organization meeting minutes or other reports as appropriate. Annually the Chapter will file a report to the California Section discussing membership, major activities, and accomplishments during the year. To assist in this process, the Chapter Trustee will act as the liaison to the California Section Board of Trustees.

ARTICLE IX - ADOPTION AND AMENDMENTS

These Bylaws may be adopted, amended, or repealed by the written or e-mail ballot consent of two-thirds (2/3) of the members in good standing or by the vote of two-thirds (2/3) of the members in good standing present at a meeting of the membership duly called for the purpose according to these Bylaws.

Amendments to the Bylaws may be proposed by any member in good standing, or by the Board. All amendments proposed for consideration at any meeting or via e-mail shall be circulated to the membership at least thirty (30) days prior to that meeting or vote. An affirmative vote shall be required for adoption of each amendment.

ARTICLE X – DISSOLUTION

Upon the dissolution of the Chapter, and after paying off or adequately providing for the debts and obligations of the Chapter, the Chapter Officers or persons in charge of liquidation shall transfer any remaining assets to WateReuse California, with the direction that those Chapter assets be used for the express benefit of the Chapter members, through the funding or support of local studies, research, projects, or regulatory matters that may directly impact Chapter members.

CERTIFICATE OF SECRETARY

I, the undersigned, certify that I am the present acting Secretary of the Inland Empire Chapter of WaterReuse California, and the above, amended Bylaws consisting of six pages (6) were adopted by the Voting Members of this Chapter, in accordance with Article IX of these Bylaws on this date of: March 13, 2025.

Secretary

Date

Revised March 2025