



BYLAWS OF THE Q. TODD DICKINSON INTELLECTUAL PROPERTY AMERICAN INN OF COURT

Article I. General

Section 1. Purpose

The purposes of The Q. Todd Dickinson Intellectual Property American Inn of Court are set forth in its Organizational Charter issued by the American Inns of Court Foundation.

Section 2. Principal Location

The Q. Todd Dickinson intellectual Property American Inn of Court shall be located in the City of Pittsburgh, County of Allegheny, Commonwealth of Pennsylvania.

Article II. Organization

Section 1. 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 Chapter, and as set forth herein.

Section 2. The Officers

The officers of the Inn shall be a President, a President-Elect, a Counselor, who must be a member of the judiciary, a Secretary, a Treasurer, and such other officers as the Masters deem necessary. The officers serve a two-year 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 and

Program Committee.

Among such other duties as may be assigned by the Masters of the Bench 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 III, 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.

The officers shall appoint committee members and chairs of the committees, who shall serve a (1) one year term, or as otherwise directed by the Executive Committee, and may succeed themselves.

Committees may create ad hoc sub-committees, 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 one or more Masters appointed by the Executive Committee. The Masters and Pupillage Groups shall be reassigned every year.

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 (“Masters”) - 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;

Pupils - consisting of law students.

Membership in this American Inn of Court shall consist of the same classifications.

Section 2. Inactive Members

The Executive Committee may confer Emeritus and Honorary membership as set forth in the

Organizational Charter.

Article IV. Meetings and Attendance

Section 1. Meetings

Meetings shall be held at least five (5) times per year at such times as the Executive Committee may determine.

Section 2. Attendance

Each active member will be allowed two (2) absences from the monthly meetings in a year. The Membership Committee shall monitor attendance at meetings and shall submit the names of those who have two (2) absences to the Executive Committee. The non-participating member will be contacted by the Membership Chair in order to determine if he/she wishes to remain in this American Inn of Court, and in the event another absence occurs, this member will be dropped from the rolls and all dues will be forfeited.

Article V. Voting and Elections

Section 1. Masters of the Bench

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

The nomination and election of the President-Elect and Counselor will occur in every odd-numbered year during the months of June or July at a meeting of the active Masters especially called for that purpose. Selection of these and other officers shall be in accordance with the Organizational Charter. Selection of other officers shall also occur in every odd-numbered year at a meeting especially called for that purpose.

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.

Section 5. Voting

The Masters and Executive Committee may make valid decisions by voting by mail, facsimile, electronic mail, or other means when deemed necessary by the Executive Committee or the President.

Article VI. Fiscal Matters

Section 1. Fiscal Year

The fiscal year of the Q. Todd Dickinson Intellectual Property 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 months of August and 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 Inns 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 the 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.

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.