



**Bylaws  
of the  
Coastal American Inn of Court  
Horry County, South Carolina**

**Article I  
General**

**Section 1. Purpose.**

The purpose of the Coastal American Inn of Court [hereinafter referred to as the *Coastal Inn*] are set forth in the Organizational Charter issued by the American Inns of Court Foundation.

**Section 2. Principal Location.**

The Coastal Inn shall be located in the City of Conway, County of Horry, State of South Carolina.

**Article II  
Organization**

**Section 1. The Executive Board.**

The Executive Board is comprised of the officers and the chairs of the Inn committees and such other members as are determined by the affirmative vote of 2/3 of the Membership at its Annual Meeting. The duties of the Executive Board, 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 Judicial Officer, a President-Elect, a Vice-President, the Immediate Past President, Historian, Secretary, Treasurer, and such other officers as the Membership deems necessary pursuant to Section 1 of this Article. The officers serve a two-year term, or as otherwise directed by the Membership, and may succeed themselves only once. The officers are selected by the affirmative vote of 2/3 of the Membership at its Annual Meeting in accordance with the Organizational Charter of the Inn.

**Section 3. Committees.**

The Executive Board may establish standing and ad hoc committees from among the active members of the Coastal Inn and may change or discontinue committees.

Initially, the following standing committees shall be established: Membership & Nominating Committee, Program Committee & Social Committee, Inn Management & Communication Committee, Community Outreach Committee, and the Bylaws Committee.

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

*Membership & Nominating Committee* – A member may propose a new member to the Nominating Committee. From those proposed, the Membership and Nominating Committee will make recommendations to the Executive Board for membership in the Coastal Inn and the Board will vote on acceptance of the Member. A Master appointed by the President will serve as Chair of this Committee.

*Program & Social Committee* - The Program & Social Committee will oversee and approve program topics, will be responsible for submitting programs for Continuing Legal Education credit and will plan social functions for the Coastal Inn. The President and President-Elect will co-chair this committee.

*Inn Management & Communication Committee* - The Inn Management & Communication Committee will work closely with the National Office and the Chapter Relations Staff to maintain records of attendance, oversee attendance in accordance with Article IV Section 2 of these Bylaws, and manage all communication for the Coastal Inn. The Committee Chair(s) will assign members to Pupillage groups. This Committee will also work closely with the Historian on the Coastal Inn's website. The Secretary will chair this committee.

*Community Outreach Committee* - The Community Outreach Committee will organize an annual community outreach project for the Coastal Inn of Court. This committee will also maintain communication with local law schools, other legal organizations, and the local community in order to advise interested persons of Inn activities. A Master or The Vice-President will chair this committee.

*Bylaws Committee* - The Bylaws Committee will review the bylaws on an annual basis. Amendments to the Bylaws may be made by the affirmative vote of 2/3 of the Masters of the Bench 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. A Master or the Vice-President will chair this committee.

The chairs of the committees shall be elected by the affirmative vote of 2/3 of the Membership pursuant to Section 1, and shall serve a two-year term, or as otherwise directed by the Executive Board, and may succeed themselves only once. Committee members shall be appointed by the committee chairs and will not be limited in the term of service.

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 Inn Management & Communication Committee and shall be approved by the Executive Board. A Master appointed by the Executive Board shall chair each Pupillage Group.

### **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, judges, and law professors having been admitted to practice law in any jurisdiction in the United States for sixteen years or more and practicing in the County of Horry in the State of South Carolina;
- Barristers—consisting of lawyers having been admitted to practice law in any jurisdiction in the United States for five to fifteen years and practicing in the County of Horry in the State of South Carolina;
- Associates—consisting of lawyers having been admitted to practice law in any jurisdiction in the United States for less than five years and practicing in the County of Horry in the State of South Carolina; and,
- Pupils—consisting of law students who plan to practice in the County of Horry in the State of South Carolina.

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.

#### **Section 2. Inactive Members.**

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

### **Article IV**

#### **Meetings and Attendance**

#### **Section 1. Meetings.**

Meetings shall be held at least six times per year at such times as the Executive Board may determine. The Inn's Annual Meeting shall be held the last meeting of the fiscal year. The Inn shall endeavor to have at least one social event per year and members may invite guests to this social event.

#### **Section 2. Attendance.**

Each active member will be allowed three (3) absences from the monthly meetings in a year. The Secretary, working closely with the Inn Management & Communication Committee, shall monitor attendance at meetings and shall submit the names of those who have three absences to the Executive Board. The non-participating member will be contacted by the Membership & Nominating Committee Chair in order to determine if he/she wants 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. Members.**

With the exception of Emeritus and Honorary Members, each Member shall be entitled to one vote on all matters submitted to the Members. A majority of voting Members shall constitute a quorum for the transaction of business. Every act done or decision made by the affirmative vote of a majority of the Members in attendance at a meeting shall be regarded as the act of all the Members, except where these Bylaws require a greater affirmative vote to constitute the act of all the Members.

#### **Section 2. Executive Board.**

Each member of the Executive Board shall be entitled to one vote on all matters submitted to the Board. In the event of a tie, the President shall have the deciding vote. A majority of the members of the Board 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 should be regarded as the act of the entire Board.

#### **Section 3. Elections.**

The nomination and election of the officers and other Executive Board Members will occur at the Annual Meeting. Selection of these and other officers shall be in accordance with Section 1 of Article II and the Organizational Charter.

#### **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, without waiting for the Annual Meeting; 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 Coastal 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 November of each year that for the Inn year ending the following . 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 Board as grounds to terminate membership of the person in default. Emeritus and Honorary will not be required to pay dues.

#### **Section 3. Expenses.**

The Coastal Inn shall pay reasonable expenses incurred by members of the Executive Board or 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.**

The Masters of the Bench will approve and adopt these Bylaws by the affirmative vote of 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 of the Bench may make valid decisions by voting by mail, facsimile, electronic mail, or other means when deemed necessary by the Executive Board or the President.

#### **Section 2. Amendments.**

Amendments to these Bylaws may be made by the affirmative vote of 2/3 of the Masters of the Bench 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 of the Bench may make valid decisions by voting by mail, facsimile, electronic mail, or other means when deemed necessary by the Executive Board or the President.