

**BYLAWS**  
**of the**  
**National Concrete Consortium**  
**April 23, 2015**

**ARTICLE I: Name and Location**

SECTION 1. The name of this organization shall be the National Concrete Consortium (NC<sup>2</sup>).

SECTION 2. Offices or the principal place of business of NC<sup>2</sup> shall be the National Concrete Pavement Technology Center located at Iowa State University, Ames, Iowa.

SECTION 3. For the purpose of these bylaws, National shall refer to the states represented by the four American Association of State Highway and Transportation Officials (AASHTO) regions.

**ARTICLE II: Vision, Mission and Objectives**

SECTION 1: The vision statement for this organization is as follows:

"Academia, government agencies, and industry working together to continuously improve concrete performance and durability in a cost-effective manner."

SECTION 2: The mission statement for this organization is as follows:

"Provide an ongoing National forum for portland cement concrete (PCC) and pavement technology sharing to encourage uniform specifications, mutual problem solving, coordinated research, and implementation of new technologies. Promote quality design and construction practices."

SECTION 3: The objectives of this organization are:

- To develop uniform national or regional specifications for concrete structures and pavements
- To promote reciprocity of material specifications among the member states
- To develop a comprehensive information sharing process
- To establish a coordinated national and regional research effort
- To promote quality design and construction practices

### **ARTICLE III: Membership**

Membership in this organization is open to anyone active and/or interested in portland cement concrete for highway structures and pavements.

### **ARTICLE IV: Officers and the Executive Committee**

#### SECTION 1: Authority

The governing body of this organization shall be the Executive Committee. The Executive Committee shall serve as the policy and position authority of the organization. It shall appoint task groups for development of programs, activities and take other actions of common interest to the membership.

The Executive Committee consists of eight elected officers from the membership of the organization and a Chair of the Executive Committee. Elections shall be held at the annual meeting in the spring by members present.

#### SECTION 2: Qualifications for Office

The Executive Committee consists of nine individuals, eight elected by the membership at large from the following categories:

State Highway Agency Members: Four members; one state agency representative from each of the four AASHTO regions, if practical. In the event a state highway agency representative to the Executive Committee is not attainable from each of the four AASHTO regions, a substitute state agency representative from one of the other regions shall be elected to the Executive Committee for the respective term of office. Representatives from regions one and three shall be elected in the odd numbered year and representatives from regions two and four shall be elected in even numbered years.

Contractor Member: One member from the contractor side of the industry; elected in the odd numbered year.

Supplier Member: One member from the material supplier side of the industry; elected in the odd numbered year.

Academia Member: One member from a University; elected in the even numbered year.

At-Large Member: One member from the membership at large; elected in the even numbered year.

Chair: Elected from the state highway agency representatives by the membership present.

A regional representative of the Federal Highway Administration shall serve as an ex-officio member of the Executive Committee.

The National Concrete Pavement Technology Center will serve as secretary and treasurer for the organization.

Qualifications of the Executive Committee are as follows:

Executive Committee Member - Any member of the organization shall be eligible for election to the Executive Committee.

Chair of the Executive Committee - Any member of a state highway agency shall be eligible for election to the office of Chair of the Executive Committee.

### SECTION 3: Term of Office

The Executive Committee members shall serve a term of two years. Members shall begin serving their term when elected.

The Chair of the Executive Committee shall serve a term of two years and is elected at the Annual Meeting elections in the odd numbered year.

### SECTION 4: Duties of Officers

The Chairman of the Executive Committee will preside over the meetings of the Executive Committee.

The Secretary to the Executive Committee shall serve as the recording secretary to the respective group.

The Treasurer to the Executive Committee shall maintain all financial records and accounts.

SECTION 5: Vacancies and Removals

The Executive Committee shall fill vacancies in any elected office for the balance of the term of office by appointment. The Executive Committee may, at its discretion, by a three-fourths vote of all members present, remove any officer from the office for cause.

**ARTICLE V: Meetings of Members**

SECTION 1: Spring (Annual) Meeting

The Annual Meeting of the members of the organization and Executive Committee shall be in the first half of the year, as set by the Executive Committee. The purpose of the meeting shall include election of officers and action on all business brought forth before the meeting.

SECTION 2: Other Meetings

Other meetings of the members of the organization shall be at the discretion of the Executive Committee. The purpose of these meetings shall include action on business brought forth before the meeting.

SECTION 3: Notice of Meetings

At the direction of the Executive Committee, written notice of any meeting of the organization shall be transmitted by mail or electronically to the last known address of each member at least 30 days before the date of the meeting.

**ARTICLE VI: Parliamentary Authority**

SECTION 1: Rules of Order

The meetings and proceedings of the organization, the Executive Committee and any special committees shall be regulated and controlled by the most recent edition of Robert's Rules of Order for parliamentary procedure, except as may be otherwise provided by these bylaws.

**ARTICLE VII: Amendments to Bylaws**

SECTION 1: These bylaws may be amended or repealed by a simple majority vote of the members present at any Annual Meeting of the organization duly called and regularly held. Amendments may be proposed by the Executive Committee on their own initiative, or upon

petition of any one-third of the members, addressed to the Executive Committee. The Executive Committee will present all such proposed amendments to the membership with or without recommendation, except that no amendment shall be made which provides for personal liability of the members for the debts of the organization.

### **ARTICLE VIII: Dues**

SECTION 1: Dues for membership in the NC<sup>2</sup> shall consist only of registration fees applicable to any called meeting by the Executive Committee. Registration fees will only be charged to cover the costs of conducting the meeting.

The treasurer to the organization shall maintain all financial records for the organization. A financial report shall be presented to the membership at the annual meeting in the spring.

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