

(rev. 08/27/2026)

**By-Laws for the
Standing Local Rules Advisory Committee to the
United States Bankruptcy Court for the Southern District of Florida**

ARTICLE I

GENERAL

Section 1. The name of this committee is the Standing Local Rules Advisory Committee (the “Committee”).

Section 2. The Committee is established as of June 30, 2026 pursuant to 28 U.S.C. § 2077(b), Federal Rule of Bankruptcy Procedure 9029, and Local Rule 87.1 of the United States District Court for the Southern District of Florida by Administrative Order 2026-05 entered by the United States Bankruptcy Court for the Southern District of Florida (the “Court”).

The purposes of the Committee are:

- (a) To study the Local Rules of Practice and Procedure for the United States Bankruptcy Court for the Southern District of Florida (the “Local Rules”) and their interpretation and practical implementation in appearing and practicing before the Court;
- (b) To study amendments and revisions to and decisional law interpreting the Federal Rules of Bankruptcy Procedure, Federal Rules of Civil Procedure, Federal Rules of Appellate Procedures, Federal Rules of Evidence, and Local Rules of the United States District Court for the Southern District of Florida and their impact on the Local Rules and appearing and practicing before the Court;
- (c) To solicit input and act as a liaison between the Court and bankruptcy law practitioners throughout the district on matters relating to the Local Rules;
- (d) To make recommendations to the Court concerning the Local Rules, including proposing potential amendments thereto or comments thereon; and
- (e) To receive requests from the Court to consider issues relating to, arising from, and/or affecting the Local Rules.

ARTICLE II

COMPOSITION

Section 1. The Committee will consist of one or more judges and such members of the Bar of the Court as the Court determines from time-to-time and in such manner as the Court determines. One member of the Committee will be an active Standing Chapter 13

Trustee within the district (the “Designated Chapter 13 Trustee Member”). The total number of members of the Committee will be determined by the Court based on the anticipated needs of the Court and of the Committee. The initial Judicial Chair, Attorney Co-Chairs, and members of the Committee are set forth in Administrative Order 2026-05 entered by the Court on June 30, 2026 and may be modified by the Court as needed without prior notice by publication on the Court’s website. The Committee may make such recommendations or requests of the Court concerning the membership, size, and organization of the Committee as it may deem necessary or advisable.

Section 2. The Committee will have at least one Judicial Chair, who must be a bankruptcy judge designated by the Chief Judge, and at least one Attorney Chair, selected by the Chief Judge from among the attorney members. The Committee or incumbent Attorney Chair may make recommendations or nominations to the Chief Judge regarding the selection of the Attorney Chair.

Section 3. Each initial attorney member of the Committee other than the Designated Chapter 13 Trustee Member identified in Administrative Order 2026-05 entered by the Court on June 30, 2026 (“Initial Members”) will serve an initial term of two years and may, upon the expiration of such initial term, elect to serve an additional term of two years (the “Initial Member Renewal Election”).

Section 4. Subject to Sections 1 and 3 above and except as set forth herein, each attorney member of the Committee other than the Designated Chapter 13 Trustee Member (including any Initial Member reappointed after expiration of the Initial Member Renewal Election), will be appointed to a term of three years, which term may be renewed by the Court in its discretion. The Court may appoint any member to a shorter term at the time of such member’s appointment. Judicial members will serve at the pleasure of the Chief Judge.

Section 5. The term of the Designated Chapter 13 Trustee Member is two years. Upon the expiration of the Designated Chapter 13 Trustee Member’s term, the Court will appoint another active Standing Chapter 13 Trustee in the district as the Designated Chapter 13 Trustee Member.

Section 6. In the event that a member resigns from the Committee prior to the expiration of their term, the Attorney Chair(s) will inform the Chief Judge of such vacancy and may recommend that the Court fill the vacancy for the duration of such member’s unexpired term, leave the seat vacant, or change the size of the Committee to eliminate the vacant seat.

Section 7. Subject to Section 1 above, each Attorney Chair will serve from the date of their selection as Chair to the expiration of their current term of membership on the Committee. The Court may re-appoint any Attorney Chair in its discretion. The Committee may request that the Court remove or replace an Attorney Chair by a two-thirds vote of the then-current members of the Committee, excluding the affected Attorney Chair.

Section 8. The Committee will elect a Secretary from among the attorney members at its first meeting on or after July 1st of each year. The Secretary will serve a term of one year from the date of their election or until the conclusion of the meeting (including the preparation of minutes) at which their successor is elected, whichever is later.

Section 9. The Committee will also include as ex officio, non-voting members any Bankruptcy Judge who wishes to take part in meetings and considerations of the Committee (other than the Judicial Chair), the Clerk of Court or a designee of the Clerk, and any chambers staff that the Judicial Chair may designate. Ex-officio members are not counted for purposes of determining the existence or absence of quorum.

Section 10. Resignation from the Committee will be accepted upon written notice to an Attorney Chair or by announcement at a meeting of the Committee.

ARTICLE III

MEETINGS

Section 1. Regular Meetings of the Committee will be held within the Southern District of Florida as may from time to time be fixed by the Committee. Members may attend meetings by teleconference or videoconference as designated by the Attorney Chair (e.g., Zoom) unless the notice of meeting specifically states that the meeting is to be in person only. Written notice of the time and place of every regular meeting of members must be given to each member by the Judicial Chair or an Attorney Chair not less than fourteen days before the date of the meeting, either personally or by e-mail.

Section 2. The Committee will determine a regular meeting schedule with the expectation that no fewer than four regular meetings will be held each year. Special meetings may be called as deemed necessary by the Judicial Chair or an Attorney Chair, with the purpose, time, and place of the meeting provided in person or by electronic mail to each member at least seven days before the meeting.

Section 3. A majority of the voting members of the Committee will constitute a quorum. Each member of the Committee is entitled to one vote on any issue that may arise at any meeting. No proxy voting is permitted.

Section 4. Each notice of meeting must provide a teleconference number or videoconference instructions unless the meeting has been specifically noticed to be in person only. When a meeting is adjourned to another time or place, it is not necessary to give notice of the adjourned meeting if the time and place to which the meeting is adjourned is announced at the meeting at which the adjournment is taken and at the adjourned meeting only such business may be transacted as might have been transacted at the original meeting.

Section 5. The business of the Committee will be transacted by voice vote except where vote by ballot or by other means is requested by a majority of those entitled to vote at any meeting. Except as otherwise provided herein, all voting determinations will be made by a simple majority of those members present and voting.

Section 6. Upon written request of the Judicial Chair or an Attorney Chair, the Committee may act by unanimous written consent in lieu of meeting. Such written consent may be signified by e-mail. Any member may request that such item be considered at a meeting by so stating or by withholding written consent.

Section 7. The Committee may invite or permit non-members of the Committee to attend particular meetings of the Committee for any purpose the Committee may deem appropriate, including, without limitation, for the purpose of soliciting input from other attorneys that practice before the Court or to consult or coordinate with other courts, committees, or stakeholders.

ARTICLE IV

DUTIES

Section 1. Chair. An Attorney Chair will preside at meetings of the Committee, provide required notices of meetings of the Committee, and perform such other duties as ordinarily pertain to the office. The Attorney Chair(s) will be the primary liaison between the Committee and the Bankruptcy Court and will meet with the Chief Judge and, where appropriate, other bankruptcy judges, to advise of the business of the Committee.

Section 2. Secretary. The Secretary will record and keep minutes of meetings of the Committee, and perform such other duties as usually pertain to the office or as are set forth herein or directed by the Committee or an Attorney Chair. The Secretary will prepare minutes and cause such minutes to be distributed to the members of the Committee prior to the next regular meeting of the Committee at which meeting the minutes will be approved or modified. Upon approval by the Committee, the Secretary will cause the approved minutes to be posted to the Court's website.

Section 3. Subcommittees. The Judicial Chair or the Attorney Chair(s) may, subject to the approval of the Committee, appoint such subcommittees as may from time to time be required. Subcommittees may include members of the Committee, members of the Bar of the Court, and such other persons as the Committee may deem appropriate. Any such subcommittee must include as its chair a current member of the Committee who will be responsible for oversight of the subject subcommittee. Each subcommittee may determine the manner of the conduct of its meetings and other business and such meetings are not required to conform to Article III hereof. Each subcommittee must keep the Attorney Chair(s) regularly informed of its activities and must report to the Committee at each regular meeting. The Attorney Chair(s) or the Committee may refer such matters to a subcommittee for review and recommended Committee action. Any action by any subcommittee is considered a recommendation to the Committee that may be implemented by the Committee in its discretion.

ARTICLE V
AMENDMENTS

These by-laws may be amended only by the affirmative vote of two-thirds of the members of the Committee, provided that written notice of such proposed amendment has been provided to each member at least fourteen days before the meeting at which the amendment is considered, and provided further that any proposed amendment must be approved by the Court. Notwithstanding the foregoing, the Court may modify these By-laws as needed, without prior notice, by publication on the Court's website.

ARTICLE VI
PUBLICATION

Unless otherwise ordered by the Court, the Clerk of Court will periodically publish on the Court's website the current member list of the Committee, these By-laws as they may be modified, supplemented, or amended from time to time, and the minutes of meetings of the Committee. The actions of the Committee are immediately effective notwithstanding the timing of publication.