

THE KANSAS CHAPTER OF THE WILDLIFE SOCIETY BYLAWS

Organized: March 9, 1973

Amended: October 21, 1997

Amended: February 24, 2009

Article I – Name, Area, and Affiliation

Section 1 – Name – The name of this organization shall be the Kansas Chapter of The Wildlife Society (Chapter).

Section 2 – Area – This Chapter shall have as its area of organization the state of Kansas.

Section 3 – Criteria for Affiliation – The Chapter shall conform to Bylaws, Code of Ethics, objectives, policies, and positions adopted by The Wildlife Society, Inc. (Society).

Article II – Objectives

Consistent with the objectives of The Society, the Chapter objectives are:

- 1) To develop and promote sound stewardship of wildlife resources and the upon which wildlife and humans depend.
 - a) Promote existing biologically sound management principles to conserve and enhance wildlife resources in Kansas.
 - b) Support and encourage development of biologically sound management practices for the conservation and enhancement of wildlife resources in Kansas.
 - c) Increase communications among constituents actively involved in management of wildlife and other natural resources of Kansas.
 - d) Provide a forum for increasing the line of communication by sponsoring various verbal and written avenues for the dissemination of information.
- 2) To undertake an active role in preventing human-induced environmental degradation.
 - a) Supply a forum for comments and position statements for concerned individuals regarding the management of the state's natural resources.
 - b) Become legislatively and economically aware, and involved in issues affecting Kansas natural resources.
 - c) Prepare and present Chapter-sponsored position statements concerning issues affecting the natural resources of Kansas.

- d) Disseminate information to Chapter members and the public about issues affecting the natural resources of Kansas, using whatever means are available.
- 3) To increase awareness and appreciation of wildlife values.
- a) Support and endorse the education and information efforts of other agencies and organizations when they promote sound management of natural resources.
 - b) Provide direction and response to educators seeking information for their students in matters relating to natural resource management.
 - c) Response to direct public contact, where the natural resource is concerned through public gatherings and communications media on an increasing scale as the Chapter grows.
 - d) Lend support to adult environmental educational efforts.
 - e) Recognize individuals or groups that demonstrate outstanding work in wildlife resource management.
- 4) To seek the highest standards in all activities of the wildlife profession.
- a) Increase input to the academic community from resource managers in regard to training of wildlife professionals.
 - b) Support and encourage attempts at establishing high professional standards for this Chapter and support the Society with constructive input and opinions in whatever endeavors the Society undertakes.

Article III Chapter Year

The Chapter operating and fiscal year shall begin January 1.

Article IV Membership

Section I – Voting Member – Voting membership in the Chapter shall be available to any member of the Society who resides or works professionally in Kansas. Only Voting Members may hold elective offices in the Chapter; vote on official matters affecting Chapter policy; vote on official matters affecting the Society; and officially represent the Chapter on Business of the Society by Board or officer appointment.

Section 2 – Affiliate Member – Affiliate membership in the Chapter shall be available to any person who, although not a member of the Society, has an interest in the objectives and

activities of the Chapter and pays Chapter dues. Affiliate members shall be entitled to all rights, privileges and responsibilities of Chapter Voting Members, including voting in Chapter elections, except those reserved for Chapter Voting Members in Section 1).

Section 3 – Dues – Annual dues shall be as agreed upon by the membership at any Chapter meeting. Members who have not paid their Society dues may retain only affiliate membership. Chapter dues may be paid to the Society or to the Secretary-Treasurer.

Section 4 – Resignation – A member may resign at any time by giving notice to the Secretary-Treasurer, or will be considered to have resigned if his or her Chapter dues are not paid.

Section 5 – Reinstatement – Persons dropped from the rolls of the Chapter for non-payment of dues or upon resigning may be reinstated upon reapplication and payment of appropriate dues.

Section 6 – Charter Member – Voting and affiliate members in good standing on the membership rolls as of December 31, 1973 shall be considered Charter members.

Section 7 – Honorary Member – Honorary members of the Chapter shall be persons who, by a majority vote of members present at any Chapter meeting, have been recognized for their achievements. An Honorary Member need not pay Chapter dues.

Article V Officers, Executive Board and Terms of Office

Section 1 – Officers – Officers of the Chapter shall be its Executive Board, which shall be comprised of the President, the President-Elect, the Past-President, the Secretary-Treasurer, and two Executive Board Members at Large.

Section 2 – Terms of Office – The term of office shall be two years as President-Elect, as President, and as Past-President. two years as Secretary-Treasurer, and two years as Board Member at Large.

Section 3 – Duties of Officers – Duties of the officers of the Chapter shall be as follows. President. The President shall have general supervision of the Chapter officers, shall appoint, with the advice of the Executive Board, Chairmen of all regular and special committees, shall preside as Chairman at the meeting of the Executive Board and shall be an ex-officio member of all committees except the Nominating and Elections Committee. The President may represent the Chapter or appoint alternate representatives to other Chapter, Section, or Society boards, committees or meetings. President-Elect. Will preside at regular and executive Board meetings and carry out other Chapter business in the temporary absence of the President, and shall perform any duties assigned by the President. If the office of the President is vacated, the President-Elect shall assume the

duties of the President for the balance of the unexpired term of the President. In the event the President-elect cannot serve in the President's absence, the Executive Board shall appoint a President pro tempore.

Secretary-Treasurer. The Secretary-Treasurer shall keep a record of activities at all Chapter meetings and Executive Board meetings, and shall provide that record to other members of the Executive Board within one week of any meeting. The Secretary-Treasurer also shall keep record of the finances of the Chapter and shall report on those finances to the members at each Chapter meeting and to the Executive Board members at each Executive Board meeting. Past-president and Executive Board Members at Large. These officers shall assist the President in Chapter affairs and vote in all Executive Board decisions.

Section 4 – Executive Board vacancies – If more than one year remains in any vacant Executive Board office other than that of President and Past-President, the position will be filled as soon as the Nominating and Elections Committee can select nominees and a replacement may be selected by the Executive Board. Vacated positions with less than one year remaining in the term shall be filled at the next regular election. Anyone elected to fill a vacated position shall serve the remainder of the term for the position into which he or she is elected, but can seek a full term at the next election.

Section 5 – Term Limit – A member may not be elected for more than two consecutive terms in the same office.

Section 6 – Elected Positions – No one may hold two elected positions simultaneously.

Article VI – Elections of Officers

Section 1 – Nominating and Elections Committee – The three-member Nominating and Elections Committee selected by the Executive Board (Article VIII, Section I) shall prepare a slate of two candidates for each of the elective positions, namely: President-Elect, Secretary-Treasurer, and two Executive Board members at Large from the membership of the Chapter. Clause A – No election for a Board Member at Large position or for the position of Secretary-Treasurer shall be required if the person in that position has completed only one term and has agreed to serve for a second term. Clause B – All nominees must be Voting Members (Article IV, Section 1). Clause C – Proper approval shall be obtained from the candidates. Clause D- Additional nominees may be added to the Nominating and Elections Committee's slate upon the signed support of six or more members, provided prior approval has been obtained from each nominee. Clause E- The nominations slate shall be sent to the membership for voting at least 75 days prior to the spring meeting at which new officers are to be installed, and must be received by the designated Nominating and Elections Committee member (Section 2) at least 30 days prior to the meeting.

Section 2 – Balloting – Written ballots shall be received from the members by a member of the Nominating and Elections Committee designated by the committee, and shall be counted by the Nominating and Elections Committee. For ballot-counting, the President shall appoint a replacement for any member of the Nominating and Elections Committee who has been nominated for an office. Clause A – Members in arrears shall forfeit their rights to vote during the period of their delinquency. Clause B – The candidate for each office receiving the largest number of votes on the written ballot shall be declared elected.

Article VII- Meetings Section I – Regular Meetings – At least one regular membership meeting shall be held annually at a time and place determined and published by the Executive Board. In lieu of a second annual regular membership meeting, a special meeting of the Executive Board shall be held in the season (spring or fall) opposite the membership meeting.

Clause A – Meetings – The meetings of the membership shall be for receiving reports of officers and committees and for any other business that may arise. The regular meeting in the spring of odd-numbered years also shall be for the purpose of installing new officers. Clause B – Meeting Notices – The members must be notified at least one month prior to regular meetings and at least ten days prior to special meetings. Clause C – Quorum – The quorum for Chapter meetings shall be over fifty percent of the membership or ten members in good standing, whichever is less; and for Executive Board Meetings it shall be four members of the Board. Clause D – Meeting Rules – The rules contained in the latest revision of Roberts Rules of Order shall govern meetings in all cases to which they are applicable, and in which they are consistent with the bylaws and/or other special rules of the Chapter and the Society. Clause E – Bylaws – The Bylaws of this organization shall be available for inspection during every meeting. Bylaws revisions must be approved by the Society before becoming effective. Section 2 – Special Meetings – Special Meetings may be called by the Executive Board at any time, provided due notice (Section 1, Clause B) and the purpose of the call are given. Clause A – Only those items listed in the call for a special meeting shall be acted upon at the special meeting. Clause B – All clauses under Section 1 of this Article also apply to special meetings.

Article VIII – Management and Finance

Section 1 – Governance – The Chapter shall be governed by the Executive Board. Clause A – Conduct – The Executive Board shall conduct its affairs in concordance with the provisions of these Bylaws and those of the Society. The Executive Board is authorized to act for the Chapter between meetings and shall report its interim actions to the members at each succeeding membership meeting. Any action of the Executive Board may be overridden by a two-thirds vote of the voting members attending a meeting. Clause B – Attendance –

Members may attend Executive Board meetings, but may participate therein only when asked to do so, and they may not vote at such meetings.

Section 2 – Finance – Funds of the Chapter shall be under the supervision of the Executive Board, and shall be handled by the Secretary-Treasurer. The Chapter financial records shall be periodically examined by the Audit Committee (Article IX, Section 2F). Clause A – The Secretary-Treasurer need not be bonded. Clause B – Funds shall be derived from dues, special assessments, work projects, and contributions, or other special sources as may be determined by the Executive Board. Clause C – Funds shall be placed in a federally-insured bank or savings and loan association.

Section 3 – Reports – Within twenty days after an election or other official action, the Secretary-Treasurer shall report such actions to the Executive Director of the Society, and to the Section Representative and Section President. Annual financial statements and Summary of Activities from the Secretary-Treasurer shall be forwarded to these same parties. A statement of calendar year income and expenses, together with starting and ending balances, must be submitted to the Executive Director of the Society in January of each year for federal tax reporting by the Society office.

Section 4 – Files – The Secretary-Treasurer shall maintain a file containing: Bylaws of the Society, the Section, and of the Chapter; minutes of all regular and special meetings of the membership and of the Executive Board; correspondence pertinent to Chapter affairs; all committee reports; financial statements and records; and all other material designated as pertinent by the Executive Board. A “procedure for filing” shall be kept in the Chapter file for the guidance of each succeeding Secretary-Treasurer. A Chapter “Operations Manual” provided by the Society will be maintained by the President of the Chapter and a written record of transfer of this manual to the incoming President will be maintained and the Society will be notified of each such transfer.

Section 5 – Resolutions and Public Statements – Two or more members may submit resolutions or statements to the Resolutions and Public Statements Committee (Article IX, Section 2F) for possible consideration by the Chapter’s Executive Board. These shall be accepted or rejected by the Board and, if involving new policy, prepared for submission to the Chapter membership. Such new items must be approved by two-thirds of the Chapter membership voting and must be transmitted to the Society, the Section Representative, and the Section President, if approved. Actions falling within previously established Chapter policies may be carried out by any Chapter officer upon unanimous approval of the Executive Board. On issues where there are no previously established Chapter policies and that demand action on a reasonably short notice, the President, or designated representative, may present a Public Statement on behalf of the Chapter provided that: 1)

the concept of the statement be brought to the Executive Board's attention and is accepted by them prior to public issuing of the statement; and 2) copies of the statement are sent to the membership within 15 days after public issuing of the statement. Furthermore, the Chapter may issue statements pertaining to subjects in its locale: a) when the content of the statement falls within the established policy of the Society; or b) in the absence of existing position statements by the Society. The Chapter will not issue statements that conflict with the policy of the Society without prior approval of the Society's Council. All statements will follow the "Guidelines for Conservation Affairs Activities" (Appendix 4.421 b of the Operations Manual) and conform to the Society's policy regarding conservation affairs (Appendix 4.421a of the Operations Manual). The Chapter membership, the Society, the Section Representative, and the Section President must receive copies of any Resolution or Public Statement within 15 days of such action.

Article IX – Committees

Section 1 – Duties of Committees – The Executive Board shall establish any of the following committees.

Clause A – Nominating and Elections – (See Article VI, Section 1).

Clause B – Programs – This committee shall arrange programs for Chapter meetings.

Clause C – Education and Information (Publicity) – This committee shall seek and employ methods of informing the public of basic concepts of wildlife management and of Chapter and Society activities and interests.

Clause D – Resolutions and Public Statements – This committee shall receive proposed resolutions or public statements from members at any time, and shall prepare, submit and recommend action on such items to the Executive Board in accordance with

Article VIII, Section 5.

Clause E – Audit – This committee (Chairman plus at least two members), shall review the Chapter financial records and support documents at least annually and prior to any change in the office of the Secretary-Treasurer. Clause F – Other Committees – Other committees may be established as needed by the Executive Board. Clause G – Committee Dissolution – Any committee formed by the Executive Board will be considered dissolved upon completion of its duties.

Section 2 – Appointments – The President shall consider suggestions of the Executive Board in appointing chairmen of all committees organized at the request of the Executive Board except the Nominating and Elections Committee (Article VI, Section 1) and special committees such as awards and hospitality. Committee chairmen shall complete

their committees with assistance of the President. Upon call by the President, committee chairmen shall submit a written summary of committee activities to the President and the Secretary-Treasurer.

Section 3 – Accountability – All Committees shall be accountable to the Executive Board, under general supervision of the President.

Section 4 – Tenure – All committees shall serve until new committees are appointed in their stead or until the duties assigned to the committee have been discharged.

Article XI – Dissolution

Upon dissolution of the Chapter, its Executive Board shall transfer all assets, accrued income, and other properties to the Council of the Society with a request that said assets be held for a period of not more than five years from the date of dissolution of the Chapter, for distribution to another Chapter that may be established in approximately the same geographical area within the five year period. If another Chapter is not established within said area and period of time, the Society Council may use or distribute all assets, accrued income, and other properties as determined best by the Council in accordance with Society Bylaws.

Article XII – Amendment to Bylaws

Section 1 – Procedure – These Bylaws may be altered or amended by a majority changes (Article VII, Section 1) is followed, or by mail ballot.

Section 2 – Conformance – No amendment to these Bylaws shall be enacted which results in conflict with the Society Bylaws. Bylaws revisions must be approved by the Society before becoming effective.