

BYLAWS OF THE ARKANSAS CHAPTER  
OF THE WILDLIFE SOCIETY, INC.

ARTICLE I -NAME, AREA, AND AFFILIATION

SECTION 1. -NAME -The name of this organization shall be The Arkansas Chapter of The Wildlife Society, Inc., herein referred to as The Chapter.

SECTION 2. -AREA -This Chapter shall have as its area of organization the State of Arkansas.

SECTION 3. -CRITERIA FOR AFFILIATION -The Chapter shall conform to Bylaws, Code of Ethics, objectives, policies, and positions as adopted by The Wildlife Society, Inc., hereinafter referred to as The Society.

ARTICLE 11- OBJECTIVES

SECTION 1. -OBJECTIVES -Consistent with the objectives of The Society, The Chapter's principal objectives are: (1) to establish and maintain the highest possible professional standards; (2) to take an active role in the development and promotion of sound stewardship of wildlife resources and of the environments upon which humans and wildlife depend; (3) to undertake an active role in preventing environmental degradation; and (4) to increase public awareness and appreciation for wildlife values by fostering the free flow of information between professional biologists.

SECTION 2. IMPLEMENTATION- To aid in the achievement of these objectives, this Chapter proposes to: hold meeting of its membership and issue public statements on matters of pertinent concern; provide opportunities for liaison between the individual members, their section, and The Society; recognize and commend outstanding professional achievement in the wildlife profession; focus the aims and objectives of The Society and the Southeastern Section upon professional wildlife needs, problems, and events on the local scene; and, encourage communication between members and non-members to create climates under which resource management arts will be used effectively.

ARTICLE III -CHAPTER YEAR

The Chapter operating and fiscal year shall begin January 1.

ARTICLE IV -MEMBERSHIP

SECTION 1. -VOTING MEMBER -Voting Membership in The Chapter shall be available to any voting member of The Society who resides or conducts professional activities within the organizational area of The Chapter (Article I, Section 2). Only Chapter Voting Members may hold office in the Chapter, vote on official matters affecting The Society, and officially represent The Chapter on business of The Society by Board or officer appointment.

SECTION 2. -OTHER MEMBER -Other membership in The Chapter shall be available to any person who, although either not a member of The Society and/or resides and works outside of The Chapter's organizational area (Article I, Section 2), has an interest in the objectives and activities of The Chapter, and is approved by the Membership Committee. Other 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 (Article IV, Section 1).

SECTION 3. -CHARTER MEMBER -Voting and Other Members in good standing on the membership rolls as of 31 October 1972 shall be considered Charter Members.

SECTION 4. -HONORARY MEMBER -Honorary Members of The Chapter shall be persons who, by a unanimous vote of the Executive Board, have been thus recognized for their achievements. A Chapter Honorary Member need not pay Chapter dues. Honorary Members who are voting members of The Society shall have the same rights and privileges as Chapter Voting Members (Article IV, Section 1). Honorary Members who are not voting members of The Society shall have the same rights and privileges as Other Members (Article IV, Section 2).

SECTION 5. -DUES -Annual dues shall be of an amount to be determined by majority vote of members present at the annual meeting. Dues for the operating and fiscal year shall be payable by each member to the Secretary-Treasurer no later than January 1 of that year. Members who have not paid their Society dues shall lose their Voting Member status in The Chapter. Lifetime membership may be granted to a Voting Member based on a one-time fee equal to or greater than twenty-times the approved annual dues rate at time of payment.

SECTION 6. -RESIGNATION -Members may resign at any time by giving notice to the Chapter's Secretary-Treasurer, or will be considered to have resigned if Chapter dues are more than 1 year in arrears.

SECTION 7. -REINSTATEMENT -Persons who are dropped from the rolls of The Chapter for non-payment of dues, or resignation, may be reinstated into membership in The Chapter upon reapplication and payment of appropriate dues.

#### ARTICLE V -ELECTIONS AND OFFICERS

SECTION 1. NOMINATING AND ELECTIONS COMMITTEE -The 3-member Nominating and Elections Committee selected by the Executive Board (Article VII, Section 1) of The Chapter, shall prepare a slate of 2 candidates for each of the elective positions, namely; President-Elect, Secretary-Treasurer, and 1 additional Executive Board member from The Chapter voting membership.

CLAUSE A -All nominees must be Voting Members (Article IV, Section 1).

CLAUSE B -Prior approval shall be obtained" from said candidates.

CLAUSE C -Nomination slate shall be submitted to the membership at least 30 days prior to the annual business meeting.

CLAUSE D -Additional nominees may be added to the Nominating and Elections Committee's slate from the floor, provided prior approval has been obtained from each nominee.

CLAUSE E -A member may be elected for no more than 2 consecutive terms in the same elective position.

SECTION 2. -BALLOTING -Written ballots shall be received from the members by Secretary-Treasurer and shall be counted by the Nominating and Elections Committee. For ballot counting purposes, 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 -A signed absentee ballot may be submitted to the Secretary-Treasurer by a member prior to the scheduled time for counting ballots.

CLAUSE C -The candidate receiving the largest number of votes on the written ballot shall be declared elected. No one may hold more than one elective position simultaneously.

SECTION 3. -OFFICERS -Officers of The Chapter shall consist of a President. President-Elect (who shall serve as Vice President). and Secretary-Treasurer. Their duties are:

CLAUSE A -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 meetings 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.

CLAUSE B -PRESIDENT-ELECT -The President-Elect shall assume the duties of President in the absence or upon the inability of the President to serve. and shall perform any duties assigned by the President, including chairman of the Program Committee. In the event the President-Elect cannot serve in the President's absence, the Executive Board shall appoint a President, pro tempore.

CLAUSE C -SECRETARY-TREASURER -The Secretary-Treasurer shall be responsible for the files, records, and funds of The Chapter. and shall submit complete financial reports to the last meeting of the person's term of office. Duties also shall include the receipt and disbursement of funds, the recording of the minutes of all meetings. the maintenance of the membership rolls, correspondence, and issuance of meeting minutes.

CLAUSE D -EXECUTIVE BOARD -The Executive Board shall act as the governing body for The Chapter and shall be made up of the above named officers, with the Past-President and the duly elected Board member.

SECTION 4. -TERM OF OFFICE -The Officers and Board members must be voting members of The Society. The President, Secretary-Treasurer, and Board Member will serve for 2 years, take office January 1, and unless reelected, terminate their duties at the conclusion of the second Chapter year after the initiation of their terms, or at such time as their successors are elected and installed. The President-Elect will serve 1 year (during even years) and then assume the office of President in odd years (e.g., 2003). The terms of the President and the Secretary-Treasurer will be staggered such that the term of the President will start January 1 on odd years and the Secretary-Treasurer on January 1 of even years.

SECTION 5. -VACANCIES -If the office of the President is vacated for any reason, the President-Elect shall assume the duties of the President for the balance of the unexpired term of the President. All other vacancies in any unexpired term of an elective office shall be filled through appointment by the Executive Board, although an appointed President-Elect shall serve only until the next scheduled Chapter election where the membership shall elect the next President. All appointees must be voting members of The Society.

#### ARTICLE VI -MEETINGS

SECTION 1. -REGULAR MEETINGS -A minimum of 2 regular meetings of The Chapter membership shall be held at such times and places as published by the Executive Board.

CLAUSE A -ANNUAL MEETING -The regular meeting in September shall be known as the Annual Meeting, and shall be for the purpose of electing or installing officers, receiving reports of officers and committees, and for any other business that may arise.

CLAUSE B -MEETING NOTICE -Members must be notified at least 1 month prior to annual and regular meetings and at least 10 days prior to special meetings.

CLAUSE C -QUORUM -The quorum for the Annual Meeting of The Chapter shall be over 50% of the membership or 10 members in good standing, whichever is less; and for Executive Board meetings, 3 members of the Board.

CLAUSE D -MEETING RULES -Order of business and parliamentary procedures at Chapter meeting. If these bylaws are revised, the new revision 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 (Article VI, Section IB) 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 I of this Article apply as well as to special meetings.

#### ARTICLE VII -MANAGEMENT AND FINANCES

SECTION 1. -EXECUTIVE BOARD -The Chapter shall be governed by an Executive Board composed of its officers, the immediate Past-President, and 1 member of The Chapter duly elected to the Board.

CLAUSE A -CONDUCT -The Executive Board shall conduct its affair in conformance with the provisions of these Bylaws, and those of The Society. The 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 Board action may be overridden by two-thirds of the Voting Members attending a membership meeting.

CLAUSE B -ATTENDANCE -Members may attend 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 financial records of the Arkansas Chapter shall be periodically examined by the Audit Committee (Article VIII, Section 2G).

CLAUSE A -The Secretary-Treasurer need not be bonded. '

CLAUSE B -Funds shall be derived from dues, special assessments, work projects, and contributions.

CLAUSE C -Funds shall be placed in a federally-insured bank, credit union, or savings and loan associations.

CLAUSE D- There is hereby established a permanent Student Fund for the purpose of supporting student activities including, but not limited to, travel to meetings and contests, awards, and other grants. Monies in the Student Fund may be managed in accounts separate from other Chapter funds.

SECTION 3. -REPORTS -Within 20 days after an election or other official action(s) the Secretary-Treasurer shall report such action(s) to the Executive Director of The Society, the Southeastern Section Representative, and the Southeastern Section President. An annual report and activity time sheets 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 by the Secretary-Treasurer to the Executive Director of The Society in January of each year for federal tax reporting by The Society.

SECTION 4. -FILES -The Chapter shall maintain a file containing; Bylaws of The Society, the Southeastern Section, and 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 Chapter President 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 Conservation Review and Resolutions Committee (Article VIII, 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 Southeastern Section Representative, and the Southeastern 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 and  
b) in the absence of existing position statements by The Society.  
The Chapter will not issue statements that may be in 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 4.421b 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 Southeastern Section Representative, and the Southeastern Section President must receive copies of any Resolution or Public Statement within 15 days of such action.

#### ARTICLE VIII -COMMITTEES

SECTION 1. -APPOINTMENTS -The Chapter President shall consider suggestions of the Executive Board in appointing chairmen of all regular standing committees, except the Nominating and Elections Committee (Article V, Section 1), and all special committees such as awards and hospitality. Committee shall complete their committees with the President's assistance. All committee chairmen shall present a summary of committee activities to the President and the Secretary-Treasurer before the close of each annual Chapter business meeting.

#### SECTION 2. -DUTIES OF STANDING COMMITTEES:

CLAUSE A -NOMINATING AND ELECTIONS -See Article V, Section 1.

CLAUSE B -MEMBERSHIP -This committee shall encourage the maximum number of qualified persons residing or working within the Chapter's organizational area to become members of The Society, the Southeastern Section, and The Chapter. As provided in Article IV, Section 2, the committee will receive nominations and make recommendations to the Executive Board regarding approval of individuals seeking Other Member status in The Chapter.

CLAUSE C -PROGRAM -This committee shall arrange programs of all regular and annual meetings.

CLAUSE D -CONSERVATION REVIEW AND RESOLUTIONS -This committee shall review legislative proposals, administrative regulations, environmental assessments and impact statements, and other subjects or issues affecting wildlife or wildlife habitat within the organizational area of The Chapter and make recommendations to the Executive Board for any action that should be taken by The Chapter. The Chairman may ask any Chapter member to assist with reviews. This committee shall also receive proposed resolutions and public statements from 2 or more members at any time, and shall prepare, submit and recommend action on such items to the Executive Board in accordance with Article VII, Section 5.

CLAUSE E -EDUCATION AND INFORMATION -This committee shall seek and employ methods of informing the public of basic wildlife management concepts and of Chapter and Society activities and interests.

CLAUSE F -AUDIT -This committee shall consist of a chairman and at least 2 additional members. It shall review the financial records and support documents of the Secretary-Treasurer at least annually. The committee also shall review these records and documents prior to any change in the office of the Secretary-Treasurer.

CLAUSE G -AWARDS -This committee shall seek nominations and make selections for the "Arkansas Chapter of the Wildlife Society Award

of Achievement". The committee shall consist of a chairman and 2 additional members. It shall solicit and review nominations of individuals for the award plaque. Attempts should be made to present the award annually but this would not be necessary if no suitable candidates exist. Accomplishments deserving of such an award should be related to wildlife research, management, or administration in Arkansas. Specific achievements, rather than a lifetime of service, would be more appropriate. Recipients would not necessarily have to be Chapter members and the award will be presented at the fall meeting.

SECTION 3. -ACCOUNTABILITY -All committees shall be accountable to the Executive Board, under the 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 IX -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 the understanding that said assets will be held for a maximum of 5 years from the date of dissolution of The Chapter, for redistribution to another chapter that may be established in approximately the same geographical area within said 5-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 best determined by The Council in accordance with Society Bylaws.

#### ARTICLE X -AMENDMENT TO BYLAWS

SECTION 1. -PROCEDURE -These Bylaws may be altered or amended by a majority of the Chapter members voting at any annual or special meeting if due notice of the proposed changes (Article VI, Section IB) is followed. A member who will be absent from the meeting may file an absentee ballot (Article V, Section 2B).

SECTION 2. -CONFORMANCE -No amendment to these Bylaws shall be enacted that results in a conflict with the Bylaws of The Society. If these Bylaws, are revised, the new revision must be approved by The Society before becoming effective.

Approved and Amended April 16 2009.