

The Wildlife Society was incorporated in 1948 under the laws of the District of Columbia.

## ARTICLE I. NAME, AREA, AND AFFILIATION

Section 1. NAME - The name of this organization shall be the Kentucky Chapter of The Wildlife Society.

Section 2. AREA - This Chapter shall have as its area of organization the state of Kentucky.

Section 3. CRITERIA FOR AFFILIATION - The Kentucky Chapter shall conform to Bylaws, Code of Ethics, objectives, policies and positions as adopted by The Wildlife Society. (Hereinafter, The Wildlife Society may be referred to as "The Society").

## ARTICLE II. OBJECTIVES

Section 1. OBJECTIVES - Consistent with the objectives of The Society, the Kentucky Chapter objectives are:

- 1. To develop and promote sound stewardship of wildlife resources and of the environments upon which wildlife and humans depend.
- 2. To undertake an active role in preventing human-induced environmental degradation.
- 3. To increase awareness and appreciation of wildlife values.
- 4. To seek the highest standards in all activities of the wildlife profession.

Section 2. IMPLEMENTATION - To aid in the achievement of these objectives, this Chapter proposes to:

- 1. Provide opportunities for abetter communications between individual members, the Southeastern Section, and The Wildlife Society.
- 2. Provide a forum for the exchange of ideas relative to the many facets of wildlife research, management, and interests that are consistent with the goals and objectives of The Society.
- 3. Provide for formation of a committee responsible for the review of human-induced activities or legislation that will impact wildlife or their habitats and to provide a sounding board for these reviews and subsequent comments when appropriate.
- 4. Provide for recognition and commendation of outstanding professional achievements in maintenance, restoration, and enhancement of wildlife habitats.
- 5. Encourage communication between members and non-members to facilitate understanding and effectiveness of research and management of wildlife resources.

## ARTICLE III. CHAPTER YEAR

The Chapter operating and fiscal year shall begin April 1, although the chapter's financial reporting must follow The Society's calendar year schedule.

#### ARTICLE IV. MEMBERSHIP

Section 1. VOTING MEMBER - Voting membership in the Kentucky 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 MEMBERS - Other membership in the Kentucky 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 objective and activities of the Chapter. 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 April 4, 1981, shall be considered Charter Members.

Section 4. HONORARY MEMBER - Honorary Members of the Kentucky Chapter shall be persons who, by a majority vote of all chapter members, have been thus recognized for their achievements. A Chapter Honorary Member need not pay Chapter dues. Honorary Members who are voting member of The Wildlife 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 Wildlife Society shall have the same rights and privileges as other members (Article IV, Section 2).

Section 5. DUES - Annual dues, to be determined at each annual meeting, shall be payable by each member to the Secretary-Treasurer by March 31 or at the Annual Meeting, whichever date is latest. Members who have not paid their Wildlife Society dues shall lose their Voting Member status in the Kentucky Chapter. Annual dues also may be paid to The Society, along with Section and Society dues, and subsequently will be remitted to the Chapter.

Section 6. RESIGNATION - Members may resign at any time giving notice to the Chapter's Secretary-Treasurer, or will be considered to have resigned if annual Chapter dues are not paid.

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 payment of appropriate dues.

## ARTICLE V. ELECTIONS AND OFFICERS

Section 1. NOMINATING AND ELECTIONS COMMITTEE - The three-member Nominating and Elections Committee, elected by the Executive Board (Article VII, Section 1) of the Kentucky Chapter, shall prepare a slate of two candidates for each of the elective positions, namely: President-Elect, Secretary-Treasurer, and one 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 unless the Executive Board determines the slate is incomplete. If incomplete the Executive Board may elect to hold the nomination process until the Annual Meeting.
- 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 - A member may be elected for no more than two consecutive terms in the same elective position.

Section 2 - BALLOTING - Written ballots shall be received from the members by the 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 Kentucky 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, chair of all regular and special committees, shall preside as Chair 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, including the Executive Board of the Southeastern Section. The Chapter Representative shall represent and serve as liaison to the

Section for the Chapter, provide the editor of the Section newsletter with news and items of interest from the Chapter area, and serve as a contact among the Section Chapters, and members in their respective areas. The Chapter Representative will assist the Section President by verifying mailing addresses, conducting membership drives, polling individual members, and assisting in routine Section business.

- Clause B - PRESIDENT-ELECT - The President-Elect shall assume the duties of the President in the absence or upon the inability of the President to serve, and shall perform any duties assigned by the President. 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 at the last meeting of the person's term in 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 the issuance of minutes of meetings.
- 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, the past President, and the duly elected Board member.

Section 4. TERM OF OFFICE - The officers, Board members, and the Chapter Representatives must be voting members of the Wildlife Society, serve for two years, be installed at the Annual Meeting, take office immediately following the Annual Meeting, and unless re-elected, terminate their duties at the conclusion of the next Annual Meeting.

Section 5. VACANCIES - If the office of 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 chapter and The Wildlife Society.

## ARTICLE VI. MEETINGS

Section 1. REGULAR MEETINGS - Regular membership meetings shall be held at such times and places as determined and published by the Executive Board.

- Clause A - ANNUAL MEETING - The Annual Meeting will be held at a time and location determined by the Executive Committee.
- Clause B - MEETING NOTICE - Members must be notified at least one month prior to annual meetings and at least 10 days prior to special meetings.
- Clause C - QUORUM - 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 meetings shall follow “Robert’s Rules of Order”, latest revision.
- Clause E - BYLAWS - Chapter Bylaws shall be available for inspection during every meeting. If those Bylaws are revised, the new revision must be approved by the Wildlife 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 1B) and the purpose of the call is given.

- Clause A - Only 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 apply as well to special meetings.

## ARTICLE VII. MANAGEMENT AND FINANCES

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

- Clause A. - CONDUCT- The Executive Board shall conduct its affairs 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 meetings. 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 Kentucky Chapter shall be under the supervision of the Executive Board and shall be handled by the Secretary-Treasurer. The financial records of the Kentucky 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 or savings and loan association.

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

Section 4. FILES - The Chapter shall maintain a file containing: By-laws of The Wildlife Society, the Southeastern Section, and the Kentucky Chapter; minutes of all regular and special meetings of the membership and of the Executive Board; correspondences 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 Resolutions and Public Statements 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, be 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 Wildlife 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 Kentucky Chapter may issue statements pertaining to subjects in its locale:

A) when the content of the statement falls within the established policy of The Wildlife Society; and

B) in the absence of existing position statements by The Wildlife Society.

The Kentucky Chapter will not issue statements that may be in conflict with the policy of The Wildlife Society without prior approval of The Society's Council. All statements will follow the "Guidelines for Conservation Affairs Activities" (see Operations Manual). The Chapter membership, The Wildlife Society, the Southeastern Section Representative, and the Southeastern Section President must receive copies of any Resolution of 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 chairs of all regular standing committees, except the Nominating and Elections Committee (Article V, Section 1), and all special committees such as awards and hospitality. All committee chairs shall submit a written summary of committee activities to the President and Secretary-Treasurer before the close of each annual Chapter business meeting.

Section 2. DUTIES OF STANDING COMMITTEES:

- Clause A - NOMINATING AND ELECTION - 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 Wildlife Society, the Southeastern Section, and the Kentucky Chapter.
- Clause C - PROGRAM - This committee shall arrange programs of all regular and annual meetings and provide the President with a proposed agenda for the Annual Meeting at least two months prior to the meeting date.
- Clause D - CONSERVATION REVIEW AND PUBLIC STATEMENTS - This committee shall reviews 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 shall prepare and submit recommended action on such items to the Executive Committee. The Chair may ask any Chapter member to assist with reviews.
- Clause E - AUDIT - This committee shall consist of a chair and at least two 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.

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 Kentucky Chapter of the Wildlife Society, its Executive Board shall transfer all assets, accrued income, and other properties to the Council of The Wildlife 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's 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. AMENDMENTS 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 meeting (Article VI, Section 1B) is followed.

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

Bylaws adopted 1981 and amended April 6, 2001