



BYLAWS OF THE MONTANA CHAPTER OF THE AMERICAN FISHERIES SOCIETY

Approved by the Society: March 11, 2006

Section 1 - Name and Objectives

The name of this organization shall be the Montana Chapter of the American Fisheries Society, herein referred to as the Chapter and Society respectively.

The objectives of the Chapter shall be those of the Society as set forth in Article I of the Constitution. In addition, the Chapter has the following objectives:

- A. Exchanging current information and techniques;
- B. Informing members of activities that threaten fishery resources;
- C. Supporting local, state, and federal legislation that is in the interest of fishery resources; and
- D. Encouraging members to participate in AFS at all levels.

The Chapter has been an advocate for the unbiased collection of fish resource information; the conservation and restoration of native fishes; the importance of high quality aquatic habitats; and wise management of land, water, and fish resources in the state of Montana.

Section 2 - Membership

The Chapter shall consist of active and affiliate members. Active members of the Chapter shall be those Society members in good standing, residing in, working in, or having a professional interest in the state of Montana. Only active members may hold an office, chair a committee, or vote on Chapter affairs. Persons may choose to be affiliate members with the Chapter. Dues, rights, and privileges of active and affiliate members are more fully described in the Procedures Manual.

Section 3 - Meetings

The Chapter shall hold at least one meeting annually at a time and place designated by the Executive Committee (EXCOM, see Section 6).

Section 4 - Officers

The officers of the Chapter shall consist of a President, President Elect, Secretary-Treasurer, and Immediate Past President. The officers shall be members in good standing of the Society and Chapter. The term of office for the President, President Elect, and Immediate Past President is (1) year and shall coincide with those of the Parent Society. Only the President Elect is elected annually. The President Elect automatically becomes the President, and then the Immediate Past President. The Secretary-Treasurer is elected every odd year and serves a two (2) year term. Election of officers occurs at the Annual Meeting.

If an elected officer cannot complete their term of office, the EXCOM may appoint a replacement until an election can be held. A vacated presidency shall be filled by the President Elect, who will continue as President through his or her normal term. A vacated immediate past-presidency shall not be filled until the next scheduled transition of officers.

Section 5 - Duties of Officers

The President of the Chapter shall preside at all meetings, serve as the Chair of the EXCOM, represent the Chapter to the Society and Western Division, and shall make such appointments and perform other duties and functions as are authorized and/or necessary to govern and represent the Chapter.

The President Elect shall be responsible for all annual meetings, including deciding on time and place, organizing the program, and arranging facilities and logistics. The President Elect shall assume the duties of the President in the event of his/her inability to act.

The Secretary-Treasurer shall keep the official records of the Chapter, collect and be custodian of registration fees and dues collected under Section 9 of these bylaws, and any such funds, which may be allotted to the Chapter. The Secretary-Treasurer shall disburse funds as authorized and necessary, shall submit a

record of receipts and disbursements at the annual Chapter meeting and EXCOM meetings, and shall perform such duties as may be requested by the EXCOM, the Executive Director of the Society, and officers of the Western Division. The Secretary-Treasurer will be a member of the Membership Committee.

Section 6 - Executive Committee

The Executive Committee (EXCOM) of the Chapter shall consist of the elected officers including the Secretary-Treasurer, President Elect, President, and Past President. The EXCOM is authorized to act for the Chapter between meetings and to perform appropriate duties and functions.

Section 7 - Chapter Committees

Committees and the Chairs of Committees may be appointed by the EXCOM or the President as necessary to conduct Chapter business. The names and operating guidelines for standing committees, guidelines for special committees, and terms of office for the Chairs and members of Chapter Committees shall be as described in the Chapter's Procedures Manual.

Section 8 – Student Subunits

The Chapter can maintain one or more student subunits under its auspices provided the subunit brings demonstrable long-term benefit to the Chapter and no demonstrable harm to the Society as a whole. Adopted student subunits shall abide by a set of bylaws as approved by both the Chapter and Society. Current Presidents of subunits shall act as non-voting members of the EXCOM.

Section 9 - Voting and Quorum

Decisions at meetings of the Chapter shall be in accordance with the Constitution, Rules and Procedures of the Society.

Unless otherwise specified in these Bylaws or the Constitution of the Society, meetings are conducted according to the latest edition of *Robert's Rules of Order*.

A quorum at any meeting for the transaction of official Chapter business shall be one-third of the Chapter membership or thirty active Chapter members, whichever is smaller.

All votes are simple majority, except 2/3 majorities are required in special cases such as amending the Bylaws and suspending a Rule. Excom can determine the voting method. Any issue may be decided by a mail ballot, provided that mail ballots are mailed

to all active members of the Chapter, the issue is clearly presented, and members are given at least thirty (30), and no more than sixty (60), days to return ballots.

Section 10 - Registration and Dues

The EXCOM may assess each registrant attending annual meetings of the Chapter a registrant fee necessary to cover the costs of the meeting and Chapter activities. The Secretary-Treasurer shall make collection of registration fees and dues, and disbursements shall be made for financing the Chapter operations as directed by the membership or the EXCOM.

Section 11 - Amendments of the Bylaws

The Bylaws of the Chapter may be amended and approved with Article IV, Section 4, of the Constitution of the American Fisheries Society and by Section 9 of these Bylaws.

1. The Bylaws are the defining document for the Chapter and take precedence over all other rules and procedures of the Chapter. The Bylaws cannot be suspended and cannot be changed without prior notice to members.

- A. The Bylaws may be amended by a 2/3 majority of Active Members choosing to vote, provided that the proposed amendment (s) are circulated in writing to the membership at least 30 days prior to voting.

- B. In accordance with the Society Constitution, an adopted amendment shall be reviewed by the Society's Constitutional Consultant for conformity with the Constitution, Rules and Procedures of the Society. The Constitutional Consultant presents the adopted amendment to the Society Governing Board for approval.

- C. Amendments take effect when the Chapter receives written notice of their approval by the Governing Board from the Executive Director.

Section 12 - Resolutions and Chapter Funding Requests

Resolutions may be introduced at any business meeting or EXCOM meeting by any member in good standing. Resolutions requesting funding of more than \$100.00 must be submitted in writing to the President at least two (2) weeks prior to the meeting

when a decision by either the EXCOM or Chapter membership is required. The Procedures Manual details the process for how funding requests are submitted, evaluated, and funded by the Chapter.

Section 13 - Procedures Manual

The Chapter's Procedures Manual details protocols for Chapter operations, including responsibilities of Committees, Committee Chairs, and Chapter officers and use of Chapter funds. The Procedures Manual can be revised as needed with the approval of the EXCOM or vote of the membership. The Immediate Past President is responsible for keeping the Procedures Manual updated with assistance from the Committee Chairs and EXCOM. The Procedures Manual is periodically updated to accurately reflect how the Chapter conducts its business and provide information that ensures new Committee Chairs and officers can best conduct Chapter business.

