



**BIOENGINEERING SECTION
OF THE AMERICAN FISHERIES SOCIETY**

BYLAWS

Article I. Name and Objectives

The name of this organization shall be the Bioengineering Section of the American Fisheries Society (hereinafter referred to as the Section and Society, respectively).

The objectives of the Section shall be those of the Society as set forth in Article I of the Constitution and to promote excellence in the field of fisheries bioengineering through improved communications among biologists, engineers, and other professionals for the proper conservation of fisheries resources. In addition, the Section also has the following objectives:

- (a) To provide a forum for members to exchange information, express views, report on activities and discuss solutions to problems related to the processes, procedures, techniques and impacts of fisheries bioengineering research and practice;
- (b) To conduct meetings, symposia, and workshops to disseminate state-of-the-art knowledge of basic and applied research on fisheries bioengineering to the scientific and professional community, resource users, and the general public; and,
- (c) To promote participation and membership in the Society by people interested in the various disciplines of fisheries bioengineering including, but not limited to the design, modeling, and evaluation of fish protection technologies, fish passage facilities, stream restoration, hydropower impact mitigation, hatcheries, fish processing facilities, mariculture, water treatment works, fishing gear, research laboratories and aquaria, and related engineering and bioengineering education facilities.

All activities of this Section shall conform to the Society's Constitution, Rules, and Procedures.

Article II. Membership

Membership in the Section shall be open to all members in good standing of the American Fisheries Society.

Only Active Members of the Section may vote, hold office or chair a committee in the Section.

Article III. Officers

The Officers of the Section shall be the Immediate Past-President, President, President-Elect, and Secretary-Treasurer. The Officers comprise the official and elected governing body of the Section.

- (a) The offices of Immediate Past-President, President, and President-Elect shall be two-year terms. Every other odd year, a new President-Elect will be elected and the following

accessions will occur: President-Elect to President, and President to Immediate Past-President.

- (b) The Secretary-Treasurer shall be elected for a term of two years, with a provision for a second term upon the unanimous approval by the other officers, otherwise an election will be held concurrent with President-Elect elections.
- (c) If the President or President-Elect cannot serve his/her term, the required accessions will occur to fill the vacancies, with subsequent election of the President-Elect if time permits, or appointment by the remaining officers, if necessary. If the Secretary-Treasurer cannot serve his/her term, the other Officers shall assume the required responsibilities until an election can be held.
- (d) Officers shall serve without salary or other compensations for their services. Expenses may be defrayed from funds available to the Section when authorized by a simple majority of the Officers. In the event of a tie, the President's vote shall be the deciding vote.
- (e) At least one candidate for each officer to be elected may be nominated by a nominating committee appointed by the President. Section members with an interest in being considered for a specific office may also submit their name(s) to the President of the Section. If balloting is conducted by mail or by email, it shall be completed before the annual meeting of the Section. Officers shall be elected by receiving a majority of the returned ballots. New Officers will be installed at the annual meeting.

Article IV. Duties of Officers

- (a) The President shall serve as chair of the Executive Committee; preside at any business meetings of the Section; appoint chairs of all committees; and serve as a member thereof. The President shall represent the Section on the Society Governing Board by attending Governing Board meetings and reporting on Section activities; and perform other duties and functions as authorized and necessary.
- (b) The President-Elect shall perform duties as assigned by the President, perform the duties of the President in the absence of the President; assume those duties in the event the office of President is vacated for any reason; and on completion of his/her term, accede to the office of President.
- (c) The Secretary-Treasurer shall keep the official current records; maintain a current list of the membership; collect and be custodian of all funds; pay all bills; keep an itemized account of all receipts and disbursements in standard accounting format for review by Society officers and staff as needed or required; and record and submit minutes of the annual meeting or the Bioengineering Section to the Executive Director of the Society within 30 days after the meeting is held.
- (d) The immediate Past-President shall serve on the Executive Committee, as the chair of the Nominating Committee, and assist the other officers as needed.

Article V. Executive Committee

The Section Executive Committee shall consist of the official elected Officers, Chairs of all committees, the Newsletter Editor and the Section's immediate Past-President. Only the Officers, as the elected representatives of the membership, have a vote regarding decisions on policy, spending and appointments. Other members of the Executive Committee may assist in the conduct of Section business.

The Executive Committee is authorized to act on behalf of the Section membership between annual meetings.

A quorum is required for transaction of official business at an Executive Committee meeting. A quorum for an Executive Committee meeting shall consist of a majority of voting members. Executive Committee members can appoint a proxy (regular Section member other than a serving officer). The Executive Committee can meet without a quorum at the calling of the President to informally share information and conduct business planning.

Each member of the Executive Committee shall have one vote on Executive Committee decisions. In the event of a tie, the President's vote shall be the deciding vote.

Meetings of the Officers or the Executive Committee may be held at the call of the President. Such meetings and the required voting on decisions may be conducted by any means of voice, electronic, or print communication. In the event of a tie, the President's vote shall be the deciding vote.

Article VI. Meetings

The Bioengineering Section shall hold at least one business meeting annually, at a time and place designated by the Officers. Special meetings may be called by the President with the consent of a majority of the Officers. In the event of a tie vote, the President's vote shall be the deciding vote.

Business and voting may be conducted via mail or electronic media if approved by the Executive Committee.

Decisions at business meetings of the Section will be in accordance with the Constitution of the Society. A quorum at business meetings shall be 10 voting members of the Section, each of whom is entitled to one vote on all matters requiring the approval of the membership.

Section business shall be conducted according to the latest edition of Robert's Rules of Order.

Article VII. Committees

Committees and Chairs of committees, except as listed in Article V of these Bylaws, shall be appointed and charged by the President. The goal(s) and work scope of committees shall be determined in consultation with the Executive Committee. Except for Standing Committees, these committees shall cease to function upon the discharge of the duties for which they were appointed or with the end of the term of the appointing officer.

Standing Committees assist the President and the Executive Committee in conducting Section affairs. The chairs shall report their committees' activities, findings, and recommendations at annual Section meetings and interim meetings of the Executive Committee.

Article VIII. Finances

The Section may solicit memberships, sponsorships, donations or other income from any source or in any manner that is deemed appropriate by the Officers, and does not compromise the Society or contravene the Constitution, Rules, and Procedures of the Society.

The Officers may assess those attending a Section meeting a registration fee. The Executive Committee shall establish annual dues subject to approval of the members voting at the annual meeting.

The Officers may approve any disbursements that are consistent with the objectives of the Section. All income and disbursements must be listed and reported to the membership annually.

In the event of dissolution of the Section, all of its assets and records may revert to another Society Section, or to the Society as recommended by the outgoing Officers, upon the approval of the Society Governing Board.

Article IX. Amendment of the Bylaws

The Bylaws are the defining document for the Section and take precedence over all other rules and procedures of the Section. 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 Section receives written notice of their approval by the Governing Board from the Executive Director.

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