

BYLAWS OF THE SOUTHEASTERN SECTION
OF THE WILDLIFE SOCIETY

Organized: July 19, 1948
Amended: October 25, 2011

Article I – Name and Affiliation

Section 1 Name – The name of this organization shall be the Southeastern Section of
The Wildlife Society, Inc.

Section 2 – Area-The Southeastern Section (Section II) shall have as its area of
organization the states of Alabama, Arkansas, Florida, Georgia, Kentucky,
Louisiana, Maryland, Mississippi, North Carolina, Oklahoma, South Carolina,
Tennessee, Virginia, and the District of Columbia, Puerto Rico, and the Virgin
Islands.

Section 3 – Criteria for Affiliation - The Southeastern Section is organized under the
provision of Article IV of the Bylaws of The Wildlife Society, Inc. It shall
conform to the Bylaws, Code of Ethics, policies, principles, and objectives of
The Wildlife Society, Inc. (hereinafter The Wildlife Society, Inc. may be
referred to as the Society).

Article II – Objectives and Purposes

Section 1 – Objectives - The principal objectives of the Southeastern Section are the
establishment of professional solidarity and maintenance of the highest
possible professional standards, including the development of all types of
wildlife management along sound biological lines and protection of the
interests of its members.

Section 2 – It shall provide an opportunity for better liaison between individual members, their Section Representatives, and the Society, and shall serve members of the Society in Section II in any other appropriate manner.

Section 3 – It shall encourage technical wildlife and fish management in member states of the Society and shall recognize and command outstanding work in the profession.

Section 4 – It shall arrange for annual meetings at which appropriate discussions may be held, with papers presented and distributed, thus advancing the science and practice of wildlife management.

Section 5 – It shall serve to focus the attention of the Society upon professional wildlife needs, problems, and events in the Southeast.

Article III – Section Year

Section 1 – The Section operating and fiscal year shall begin January 1.

Article IV - Membership

Section 1 – Full Member – Full membership in the Southeastern Section shall be available to any member or student member of The Wildlife Society in good standing who resides or conducts professional activities within the organizational area of the Section (Article I, Section 2), including participation in the Southeastern Association of Fish and Wildlife Agency activities. Only full members may hold office in the Section, vote on official matters affecting the Society, and officially represent the Section on business of the Society by Board or officer appointment.

Section 2 – Affiliate Member – Affiliate membership in the Southeastern Section is available to any person who, although either not a member of The Wildlife

Society and/or resides and works outside the Section's organizational area (Article I, Section 2), has an interest in the objectives and activities of the Section. Affiliate members shall be entitled to all the rights and privileges of full members except that of voting on Southeastern Section business affairs or holding committee appointments or elective office in the Southeastern Section.

Section 3 – Dues

Clause A – Annual Section dues shall be set by the membership and paid to the Secretary-Treasurer. Annual Section dues also may be paid to the Society's headquarters along with Chapter and Society dues and subsequently will be remitted to the Section.

Clause B – Section Members who have not paid their annual Society dues for the current membership year shall be considered Affiliate Section Members and lose voting status. The annual membership list issued by the Society shall be used to determine paid-up membership in the Society. Inadvertent omissions from the Society membership list will be corrected for voting purposes by a notice obtained from the Society's Executive Director.

Section 4 – Reinstatement – Persons dropped from the rolls of the Section for non-payment of dues may be reinstated into membership in the Section upon payment of current Section dues.

Section 5 – Honorary Member

Clause A – Honorary members shall be elected by: (1) nomination from the floor and majority vote of the members attending an annual fall meeting; (2) all honorary members of the Society known to be residing within the geographic boundaries of the Section as listed in Article I, Section 2; and (3) all past presidents of the Section.

Clause B – Each honorary member shall be awarded an appropriate plaque or scroll, suitable for display, to signify the honor. Honorary members shall exercise full privileges of membership and shall pay no dues.

Section 6 – Bylaws – Each person (upon request) shall be presented a copy of these Bylaws upon becoming a member of this Section.

Article V- Elections and Officers

Section 1 – Nominations – A three-member Nominating Committee selected by the President of the Southeastern Section shall prepare a slate of candidates for each of the elective positions; namely, President-elect and Secretary-Treasurer. This Committee shall handle all of the election process as outlined below.

Clause A – Said slate of nominees shall be submitted to the Section membership at least 30 days prior to the fall meeting in those years in which elections are to be held.

Clause B – Prior approval shall be obtained from all candidates before nomination and all nominees shall be full members of the Section and voting members of the Society.

Clause C – A member may be elected for the same position for a maximum of two consecutive terms, but may be elected to only one of these positions. The member with the next highest number of votes will achieve the second lower ranking position.

Section 2 – Balloting – Balloting on all issues except election of officers shall be carried out by voice vote or show of hands at the annual business meeting; officers shall be elected by members submitting a signed written ballot or by electronic mail to the Chair of the Nominating Committee. Each member

shall receive one blank ballot at least 30 days before the election, accompanied by an announcement of the slate of officers. A space shall be provided on the ballot for write-in candidates. Ballots must not be opened or counted except in presence of all Committee members or a quorum of the Executive Board.

Clause A – Members in arrears shall forfeit their right to vote during the period of their delinquency.

Clause B – In addition to candidates nominated by the Section Nominating Committee, others may be nominated for the same offices by a written petition to the Secretary-Treasurer signed by at least 30 active members no later than July 1 in the year of the election. Persons so nominated will be listed on the written ballot described in Section 2 above.

Clause C – The candidate receiving the largest number of votes on the ballot shall be declared elected by the presiding officer. No one may hold two elective positions simultaneously.

Section 3 – Officers – Officers of the Southeastern Section shall consist of a President, President-Elect, and Secretary-Treasurer. The duties shall be:

Clause A – President – The President shall have general supervision of the Section officers and shall preside at all meetings of the Southeastern Section. The President shall not vote except to decide a tie vote. The President shall select all Section committees, appointing a chairman for each committee, and shall be ex-officio member of all committees, except the Nominating Committee. The President shall present or select a member to present the annual report of the Southeastern Section to the Society, and represent the Section or appoint Alternative representatives to the Society and other meetings.

Clause B – President-Elect – The President-Elect shall automatically succeed the outgoing President and shall assume the duties of the President in the absence or upon the inability of the President to serve, performing all presidential functions until the President again assumes as President or until an election is held as soon as possible to fill the vacant position(s).

Clause C – Secretary-Treasurer – The Secretary-Treasurer shall keep and be responsible for all official records, files, and funds of the Southeastern Section. Duties shall include the receipt and disbursement of funds as authorized by the Section; submission of a report concerning receipt and disbursement of funds for the preceding year at the Annual Fall Meeting of the Southeastern Section; and recording the minutes of all business transactions of the Southeastern Section at all official meetings. The Secretary-Treasurer shall make a financial report to the Executive Director of the Society, the Section Representative, and the President and President-Elect of the Southeastern Section by the end of each operating year. The Secretary-Treasurer shall conduct Section correspondence and perform other duties as may be requested by the Society.

Clause D - State Representatives – State Representatives shall be selected by the Executive Boards of their respective state chapters of the Society, or if no state chapter exists, selected by the Executive Board of the Section.

Reappointment of the representatives will be acceptable. State Representatives are responsible for reporting news from their respective states to the Newsletter Editor upon request. The President or other officers may ask the State Representatives to verify mailing addresses, conduct membership drives, poll individual members, or assist in the routine business of the Section in other ways.

Section 4 – Term of Office – The officers shall take office January 1, and terminate their duties after two years, at which time their successors shall be installed.

Committee Chairpersons shall be appointed (or reappointed) by the President.

Section 5 – Vacancies – If the office of President is vacated for any reason, the President-Elect shall fill the office for the balance of the unexpired term of the President. If the unexpired term is one year or less, the incoming President will also serve the succeeding full term. If the unexpired term is more than one year, there will be an election for the succeeding President. Vacancies in the positions of President-Elect and Secretary-Treasurer shall be filled for the remainder of the unexpired term by appointment of the remaining members of the Executive Board. An appointed President-Elect shall serve only until the next scheduled Section election, and will not automatically succeed the outgoing President. Vacancies in the position of Past-President shall be filled for the remainder of the unexpired term by appointment of the current President and approval of the Executive Board with preference given to those members who have previously served as President or Section Representative to TWS Council.

Article VI – Meetings

Section 1 – Annual Fall Meeting – The regular meeting held in conjunction with that of the Southeastern Association of Fish and Wildlife Agencies shall be known as the Annual Fall Meeting. It shall be held for the purpose of electing officers, receiving reports of officers and committees, and for any other business that may arise.

Section 2 – Special Meetings – Special meetings of either the membership or the Section officers shall be held at each time and place as determined by the Section

officers. For those special meetings involving the membership, all members eligible to vote shall be notified at least 30 days prior to the meeting. For all special meetings, the notice must contain reference to the business to be considered.

Clause A – Only those items listed in the call for a special meeting shall be acted upon at the special meeting.

Clause B – Special meetings shall be conducted under the same rules as the Annual Fall Meeting, as set forth in Section 4 of this article.

Section 3 – Quorum – The quorum for the annual meeting of the Section shall be over 50 percent of the membership or 20 members in good standing, whichever is less; for special membership meetings, over 25 percent of the membership or ten members in good standing, whichever is less; and for meetings involving the Executive Board, three of the five Board members.

Section 4 – Meeting Rules – The rules contained in the latest revision of Robert’s Rules of Order shall govern the Section in all cases to which they are applicable and in which they are not inconsistent with the Bylaws or the special rules of order of the Southeastern Section.

Section 5 – Order of Business – The order of business at regular meetings of the Southeastern Section shall include, but shall not necessarily be limited to, the following:

1. Call to order by the President.
2. Address by the President on a timely subject of his choice.
3. Report by the Secretary-Treasurer.
4. Report of committees.
5. Other business.
6. Adjournment.

Article VII – Management and Finance

Section 1 – Executive Board – The Southeastern Section shall be governed by an Executive Board, headed by the President, consisting of the three currently elected officers, the Section Representative to The Society Council, and the Immediate Past-President.

Clause A – Conduct – Members of the Executive Board shall conduct Section affairs to the best of their individual abilities, and in conformance with the provisions of Section Bylaws. This Board is authorized to act for the Section between Section membership meetings and shall report its interim actions to the members at each succeeding Annual Fall Meeting. Any interim action of the Board may be overridden by a two-thirds vote of the members present and representing a quorum at the Annual Fall Meeting.

Clause B – Funds shall be derived from dues, special assessments, work projects, and contributions.

Clause C – Section funds shall be deposited in a federally insured bank or savings and loan association.

Section 2 – Reports – The Secretary-Treasurer shall, within 20 days after an election or other official action taken by the Section, provide a copy of such action to both the Executive Director of the Society and Section Representative. These same parties shall receive an annual report and activity time sheet from the Secretary-Treasurer. A statement of calendar year income and expenses, together with beginning 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 office.

Section 3 – Files – The Section shall maintain a file containing: Bylaws of both The Wildlife Society and Southeastern Section; minutes of meetings of the

membership and the Executive Board; correspondence pertinent to Section affairs; and all other material designated as pertinent by the Executive Board. The active files shall be in the possession of, and maintained by, the Secretary-Treasurer. The inactive files shall be in the possession of, and maintained by, the Section Historian. A “procedure for filing” shall be kept in the Section file for the guidance of each succeeding Secretary-Treasurer. Unnecessary or outdated file material shall be discarded at the discretion of the President or Secretary-Treasurer. A Section “Operations Manual” provided by the Society will be maintained by the Section 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 4 – Resolutions and Public Statements – Any Section member may propose resolutions or statements for consideration by the Executive Board which shall accept or reject them or establish a committee for that purpose. Resolutions shall be submitted to the Executive Board or the Resolutions and Bylaws Committee at least 90 days before the Annual Fall Business Meeting. Resolutions received by the Resolutions and Bylaws Committee must then be forwarded to the Executive Board for their approval. Resolutions favored by the Executive Board involving a change in policy or one that is important for other reasons shall be submitted to the Section membership. Resolutions favored by the Executive Board that require membership approval shall be reviewed by the Resolutions and Bylaws Committee and be announced to the membership 30 days in advance of the business meeting at which the resolution is to be considered—such items shall require a simple majority vote of the members present representing a quorum at the meeting. Proposals rejected by the Executive Board may be submitted to the membership directly on the floor at a duly called business meeting. Three-

fourths vote of members present representing a quorum is required to pass a resolution which: (1) was rejected by the Executive Board; and (2) is introduced from the floor and has not followed the procedures described above for resolutions and public statements. Action falling within previously established section policies may be carried out by the President or Secretary-Treasurer upon unanimous approval by the Executive Board. On issues where there are no previously established Section policies and that demand action on a reasonably short notice, the President or designated representative may present a Public Statement on behalf of the Section provided that:

(1) the concept of the statement be brought to the Executive Board's attention and is accepted by them prior to the public issuing of the statement; and (2) copies of the statement are sent to the membership in the next issue of the newsletter after public issuing of the statement. Furthermore, the Southeastern Section may issue statements pertaining to subjects in its area: (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 Section 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 Section membership, the Society, and the Southeastern Section Representative must receive copies of any resolutions or public statement within 15 days of such action or in the next issue of the newsletter.

Article VIII – Committees

Section 1 – Appointments – The President shall appoint all committee chairpersons of all regular standing committees and special committees as the need arises.

Committee chairpersons shall complete their committees with the assistance of the President, who shall make the final decision on all such committee appointments. All committee chairpersons shall submit ten copies of a written summary of committee activities to the Secretary-Treasurer by the close of each Annual Fall Meeting.

Section 2 – Duties of Standing Committees

Clause A – Nominating (See Article V, Section 1)

Clause B – Membership – This Committee shall be comprised of state representatives and shall endeavor to obtain the maximum number of qualified persons residing in the Section area to become members of the Society and of the Southeastern Section.

Clause C – Audit – This Committee shall consist of a chairman 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.

Clause D – Resolutions and Bylaws Committee – (1) Shall be called upon by this President from time to time to make necessary revisions to the Bylaws and present to membership for approval; (2) assist in preparation of resolutions.

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 IX – Dissolution

Section 1 – Upon dissolution of the Southeastern Section of the Society, the Executive Board shall turn all assets, accrued income, and other properties over to the Council of the Society with the understanding that said assets will be held for a maximum of five years from the date of dissolution of the Section, for distribution to another Section that may be established in approximately the same geographical area within said five-year period. If another Section 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 – Amendments to Bylaws

Section 1 – These Bylaws may be amended by a two-thirds vote of members present representing a quorum at the Annual Fall Meeting of the Southeastern Section or by a majority of the regular members who return electronic ballots in favorable response to a proposed amendment, notice of which must have been mailed electronically to all regular members at least 45 days prior to the close of the ballot. No amendments to these bylaws shall be enacted that results in a conflict with The Society Bylaws. If these bylaws are revised, the new revision must be approved by the Society before becoming effective.

Section 2 – Clause A – Amendments to the Section Bylaws shall be numbered chronologically and entered in the front of the official Section copy of the Bylaws to be held by the Secretary-Treasurer. Amendments shall be noted by handwritten footnotes in the text of the official copy. Footnote numbers shall correspond with the chronological number given to the amendments. Facsimiles of the official copy are to be held by each Executive Board member and the Executive Director of the Society, and the Chairman, Resolutions and Bylaws Committee.

Clause B- Each amendment to the Bylaws shall be certified in the official copy showing the exact wording of the amendments, the date adopted, and the signature of the Secretary-Treasurer.

Clause C – It shall be the responsibility of the Secretary-Treasurer to inform in writing all officers, the Chairman, Resolutions and Bylaws Committee, and the Executive Director of the Society of Bylaws amendments, and to provide the Newsletter Editor (or President-Elect) with a written account of all Bylaws amendments to be reported to the membership in the spring edition of the Section Newsletter. These Bylaws include three amendments as follows:

- (1) Article VII, Management and Finance, Section V, Resolutions and Public Statements as amended at the Annual Meeting in Greenbrier, West Virginia (1974).
- (2) Article 5, Section 3, Clause A, as related to “State Representative”, amended at the Annual Meeting in St. Louis, Missouri (1975).
- (3) Article I, Name and Affiliation, Section 2, Areas as amended at the Annual Meeting in New Orleans, Louisiana (1984).