

BYLAWS OF THE  
CENTRAL MOUNTAINS AND PLAINS SECTION OF  
THE WILDLIFE SOCIETY

Organized: April 22, 1955  
Amended: August 14, 2013

**ARTICLE I – NAME, AFFILIATION, COMPOSITION**

Section 1. NAME – The name of this organization shall be the CENTRAL MOUNTAINS AND PLAINS SECTION OF THE WILDLIFE SOCIETY, hereinafter referred to as “the Section.”

Section 2. AREA – The Section shall have as its geographic area of organization the States of Colorado, Kansas, Nebraska, North Dakota, South Dakota, Utah, and Wyoming.

Section 3. AFFILIATION – The Section shall and hereby does adopt and shall always conform to current Bylaws of The Wildlife Society, Inc.<sup>1</sup>, hereinafter referred to as “the Society.”

Section 4. COMPOSITION – The Section shall be composed of those Chapters that affiliate with the Section, and those professionals and others, regardless of race, religion, sex, or nationality who are interested in wildlife resources, who subscribe to the Society’s objectives and Code of Ethics and who pay their annual Section dues.

Section 5. EXECUTIVE BOARD – The Executive Board of the Section shall consist of the following elected officers: President, Vice-President, President-Elect, Past-President, and 4 Members-at-Large. The Secretary-Treasurer shall be a non-voting member of the Board appointed by the president. The Section Representative to the Society shall be a non-voting member of the Board. Voting and nonvoting members hereinafter shall be referred to as “the Board.”

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<sup>1</sup>Incorporated in 1948 under the laws of the District of Columbia

## ARTICLE II – OBJECTIVES

Section 1. OBJECTIVES – The Section shall promote principles, policies, and objectives of the Society as stated in the Society Bylaws:

- To encourage proper management of all wildlife in the geographical area of the Section, the ecosystems in which they live, and the other natural resources of the region in a manner that reflects sound biological principles and benefits to wildlife and humans.
- To create and maintain an organization that promotes professional association, solidarity, and exchange of ideas among persons interested in wildlife management.
- To support the objectives of the Society and its Code of Ethics.

Section 2. IMPLEMENTATION – To aid in the achievement of these objectives, the Section will do the following:

CLAUSE A – NEWSLETTER. Publish an electronic newsletter at least 3 times per year for all members.

CLAUSE B – STUDENT TRAVEL. Provide members opportunities for better liaison within all organizational levels of the Society. To fulfill this purpose, the Section Executive Board may sponsor student travel to the Society’s Annual Meeting as budgets allow.

CLAUSE C – SECTION COMMUNICATIONS. Encourage communication between members and non-members within the Section. To create circumstances under which the arts and sciences of resource management will be used effectively. In this regard the Section Executive Board may:

- i. Conduct at least 1 Technical Session at the Annual Section Meeting.
- ii. Sponsor workshops on wildlife needs and management problems as budgets allow.
- iii. Co-sponsor, with chapters, workshops on wildlife needs and management problems as budgets allow.
- iv. Maintain and update, as needed, the Section’s web site. The Board will review the web site as needed to provide up-to-date and effective content and make recommendations to the President to be provided to the web master for implementation.
- v. Engage in other activities deemed appropriate by the Executive Board.

CLAUSE D – SOCIETY SUPPORT. Support the aims and objectives of the Society and the Section in written correspondence, and events.

CLAUSE E – EVALUATIONS AND RESPONSE. Evaluate and respond to principles involved in proposed or enacted societal actions, which may affect wildlife resources.

CLAUSE F – AWARDS. Recognize and commend outstanding achievement in wildlife-related activities within the Section through an Awards Program.

- i. An Awards Committee shall consist of the Executive Board and shall be chaired by the Vice-President.
- ii. Nominations for awards shall be presented in writing to the Vice-President prior to 15 June.
- iii. The awards shall be presented at the Annual Section Meeting. Every effort should be made to encourage the award winners to attend this meeting.
- iv. The Awards that may be bestowed include:

- An award known as THE PROFESSIONAL AWARD may be presented annually at the discretion of the Awards Committee to an individual or group that has made an outstanding contribution towards furthering the enhancement of wildlife endeavors within the Section.

THE PROFESSIONAL AWARD shall consist of a plaque which shall have the recipient's name engraved on it and be engraved as follows:

THE PROFESSIONAL AWARD  
Established by  
THE CENTRAL MOUNTAINS & PLAINS SECTION  
OF  
THE WILDLIFE SOCIETY  
PRESENTED FOR  
OUTSTANDING CONTRIBUTION TO  
THE PROFESSION OF WILDLIFE MANAGEMENT  
(NAME) (DATE)

- An award known as THE CITIZEN'S CONSERVATION ACHIEVEMENT AWARD may be presented annually at the discretion of the Awards Committee to a lay individual(s) or group(s) that has made an outstanding contribution towards enhancement of wildlife endeavors within the Section.

THE CITIZEN'S CONSERVATION ACHIEVEMENT AWARD shall consist of a plaque which shall have the recipient's name engraved on it and be engraved as follows:

THE CITIZEN'S CONSERVATION ACHIEVEMENT AWARD  
Established by  
THE CENTRAL MOUNTAINS & PLAINS SECTION  
OF  
THE WILDLIFE SOCIETY  
PRESENTED FOR  
OUTSTANDING CONTRIBUTION TO  
THE CONSERVATION OF NATURAL RESOURCES  
(NAME) (DATE)

Section 3. PURPOSE – The purpose of this organization shall be to achieve the Section objectives and shall not be for profit.

### **ARTICLE III- SECTION YEAR**

The Section business and fiscal year shall be 1 January through 31 December.

### **ARTICLE IV – MEMBERSHIP**

Section 1. REGULAR MEMBERSHIP – Regular membership in the Section shall be available to any member of the Society who resides or works within the section geographic boundary as listed in Article I Section 2.

Section 2. ASSOCIATE MEMBERSHIP – Associate membership in the Section shall be available to any person who is a member of the Society but lives or works outside the section geographic boundary as listed in Article I Section 2. or who is not a member of the Society, but has an interest in the objectives and activities of the Section and Society. An associate member shall be entitled to all rights, privileges, and responsibilities of Regular Members except as otherwise reserved for Regular Members.

Section 3. MEMBERSHIP YEAR – The membership year shall be 1 January through 31 December.

Section 4. DUES AND MEMBERSHIP STATUS – Annual dues shall be payable by each member to the Secretary-Treasurer. Membership dues may be paid through the Society, through a state or provincial chapter, at the Section’s annual meeting, or by direct payment to the Secretary-Treasurer of the Section.

CLAUSE A – DUES MODIFICATION. Any change in the annual membership dues will be advised by the Executive Board and approved by the Section membership.

CLAUSE B – PAYMENT. Dues collected prior to the opening of the Annual Business Meeting shall be for the current calendar year. Dues collected after the opening of the Annual Business Meeting shall be for the year beginning the following January except as provided for in Article IV, Section 6.

CLAUSE C – REGULAR MEMBERSHIP STATUS. Members who have not paid their Society dues shall lose their Regular Membership status in the Section.

CLAUSE D – DELINQUENT MEMBERSHIPS. Members who have not paid current Section dues become delinquent and lose all rights and privileges upon the opening of the Annual Business Meeting. Those persons who have not paid their dues by the following 1 January shall be dropped from the rolls of the Section.

Section 5. RESIGNATION – Any member may terminate Section membership by giving written notice to the Secretary-Treasurer. No refund of Section dues will be made.

Section 6. REINSTATEMENT – Persons who are dropped from rolls of the Section for non-payment of dues may be reinstated upon payment of dues for the current year in which a reinstatement application is made.

## **ARTICLE V – ELECTIONS AND OFFICERS**

Section 1. NOMINATIONS AND ELECTIONS COMMITTEE – A 3-member Nominations and Elections Committee selected by the President shall prepare a slate of 2 candidates for each elective position; Vice-President (in even numbered years), President-Elect (in odd numbered years), and each year 2 Members-at-Large.

CLAUSE A – ELIGIBLE CANDIDATES. Only Regular Members may be nominated and hold office.

CLAUSE B – SECTION AREA REPRESENTATION. The committee is encouraged, to the extent practical, to find candidates for the Executive Board that represent an array of member states and provinces.

CLAUSE C – NOMINATIONS STATEMENTS AND DISSEMINATION. Candidates selected by the Nominations and Election Committee shall submit nomination statements to the Committee Chair. The Committee Chair will compile these statements and forward them to the Newsletter Editor by the deadline established by the Newsletter Editor for submissions for the Summer Newsletter. Nomination statements and ballots will be submitted to the membership at least 30 days prior to the date of the Annual Business Meeting via the summer newsletter.

CLAUSE D – ADDITIONAL NOMINATIONS. Additional nominees may be added to the Nominations and Elections Committee's slate upon signed support of 5 percent of the Regular Members and delivered to the Secretary-Treasurer within 20 days of mailing of the slate proposed by the Nominations and Elections Committee. The Secretary-Treasurer shall place the additional candidates on the ballot.

CLAUSE E – APPROVAL BY CANDIDATES. Approval shall be obtained from all candidates prior to placing their name on the ballot.

Section 2. BALLOTING – Ballots shall be counted by the Nominations and Elections Committee. Ballots shall be provided to membership via electronic on-line voting methods or paper copy ballots. All ballots must be received via electronic voting or faxed/mail paper copy 14 days prior to the start of the Annual Meeting. For ballot counting purposes, the President shall appoint a replacement for any member of the Nominations and Elections Committee who has been nominated for office. The new Section officers shall be

announced and assume office at the close of the New Business session of the Annual Business Meeting.

CLAUSE A – VOTING ELIGIBILITY. Only members in good standing as defined in Article IV, Section 4 are eligible to vote in Section elections.

CLAUSE B – ELECTION. Candidates will be elected on a plurality basis. No member may hold more than one (1) Executive Board position simultaneously.

CLAUSE C – TIES. If an election for the Executive Board results in a tie, the outgoing Executive Board Members shall select the winner by a coin toss.

### Section 3. DUTIES OF SECTION OFFICERS

CLAUSE A – PRESIDENT. The President shall have general supervision of the Executive Board; shall appoint a Secretary-Treasurer, a Newsletter Editor, a web master and a Regular Member to chair each standing committee specified in Article VIII, Section 1; shall appoint a member of the Executive Board to serve as a liaison between the Section and the host Chapter for the Annual Section Meeting; shall be, ex-officio, a member of all committees except the Nominations and Elections Committee; and may represent the Section or appoint alternate representatives to other Sections, Chapters, or Society boards, committees or meetings.

CLAUSE B – PRESIDENT-ELECT. The President-Elect shall assist the President in administration of Section affairs and shall perform any duties assigned by the President. The President-Elect shall chair the Mission and Strategic Plan Review Committee. The Executive Board shall hear recommendations of this committee at the Annual Business Meeting. Any changes adopted by the Executive Board shall become effective at the close of the New Business session of the Annual Business Meeting.

CLAUSE C – VICE-PRESIDENT. The Vice-President shall assume the duties of President during any absence or upon any inability of the President to serve, and shall perform any duties assigned by the President. This office shall preside over the Awards Committee. In the event the Vice-President cannot serve in the President's absence, the Executive Board shall appoint a President, pro tempore.

CLAUSE D – SECRETARY-TREASURER. The Secretary-Treasurer shall be responsible for Section files, records, and funds; shall record the minutes of all meetings, maintain the membership rolls noting whether individuals are regular or associate members, and issue notices of meetings, shall be responsible for receipt and disbursement of Section funds; and shall, within 20 days after the close of the Section year report all official actions of the Section, including a calendar year financial statement, to the Executive Director of the Society, the Section Representative to the Society, the Executive Board of the Section, and to Section membership in the first newsletter of the new Section

year, complete reports required in Article VII, Section 2 and make available to the election committee updated information on membership status. The Secretary-Treasurer's report at the Annual Business Meeting shall provide the membership a financial statement covering the period since the last Annual Business Meeting.

CLAUSE E – PAST-PRESIDENT. The Past-President shall assist the incoming president with issues involving continuity and Section history and assist in the general administration of Section business affairs.

CLAUSE F – MEMBERS-AT-LARGE. Members-at-Large shall assist in the general administration of Section business affairs.

Section 4. CHAPTER REPRESENTATIVES TO THE SECTION – Chapters within the organizational area of the Section shall be encouraged to name a Representative to the Section. They shall provide the Editor of the Section newsletter with news and items of interest from the chapters and members in their respective areas. Chapter Representatives will assist the Section President by verifying mailing addresses, conducting membership drives, polling individual members, and assist with routine Section business.

Section 5. TENURE OF OFFICE – Newly elected officers will be installed immediately prior to adjournment of the Annual Meeting.

CLAUSE A – PRESIDENT. In even numbered years the President-Elect succeeds to the Office of President for a 2-year term.

CLAUSE B – PRESIDENT-ELECT. The President-Elect shall be elected and installed each odd-numbered year for a 1-year term.

CLAUSE C – VICE-PRESIDENT. In even numbered years the Vice-President shall be elected and installed for a 2-year term.

CLAUSE D – SECRETARY-TREASURER. The Secretary-Treasurer will be appointed by the President for a 2-year term.

CLAUSE E – MEMBERS-AT-LARGE. Members-at-Large shall be elected for 2-year terms with 2 Members-at-Large being elected each year.

Section 6. CONSECUTIVE TERMS – The President may not serve 2 consecutive terms. No other elected officer may serve more than 2 consecutive terms in the same elective position.

Section 7. VACANCY – When not otherwise specified, a vacancy in any un-expired term of office shall be filled by an appointee selected by the Executive Board. An appointed President-Elect shall serve only until the next scheduled Section election where the membership

shall elect the next President. All appointees must be Regular Members of the Section that reside in the organizational area of the section.

## **ARTICLE VI – MEETINGS**

Section 1. ANNUAL BUSINESS MEETING – The Annual Business Meeting of the Section will be held at such time and place as determined by the Executive Board. Members shall be notified of the time and place at least 30 days in advance via the newsletter.

CLAUSE A – MEETING RULES. Parliamentary procedures at meetings of the Section shall follow *Robert’s Rules of Order*, latest revision.

CLAUSE B – BYLAWS. Bylaws shall be available for inspection during every meeting. If these Bylaws are revised, the new revision must be approved by the Society before becoming effective. The Section’s “Operations Manual” also shall be available for inspection at all Section meetings.

CLAUSE C – QUORUM. A quorum for the Section Annual Meeting and any Special Meeting called by the Executive Board shall be five members of the Executive Board and 5 other members. If a quorum is not present, agenda items requiring a vote of the membership may be discussed but no formal action can occur. If there is not a quorum of the membership but there is a quorum of the Executive Board, the Executive Board may act on those issues not requiring a vote of the membership. Executive Board members may participate in Section Annual and Special meetings electronically as long as their voice can be heard by other members present and shall be considered present for the purposes of determining a quorum of the Executive Board.

CLAUSE D – VOTING RIGHTS. Section members in good standing, as defined in Article IV Section 4, may participate in and vote on any item on the agenda that requires a vote of the membership.

Section 2. SPECIAL MEETINGS – Special Meetings may be called by the Executive Board at any time, provided members are notified of the time, place and purpose of the meeting at least 30 days in advance.

CLAUSE A – AGENDA. Only items listed in the call for a Special Meeting shall be acted upon at the Special Meeting.

CLAUSE B – PROTOCOL. All Clauses under Section 1 of this Article apply as well to Special Meetings.

Section 3. BOARD MEETINGS – Board Meetings may be called at the pleasure of the Section President. A quorum at these meetings shall be 5 members of the Executive Board. Section members may participate in Board Meetings, but may not vote.



Section 4. ITEMS REQUIRING A VOTE OF THE MEMBERSHIP – The following items require a vote of the membership prior to adoption by the Section:

- Changes to the By-Laws,
- Changes to annual dues,
- Accepting Executive Board election results and destroying the ballots,
- Accepting the report of the Secretary-Treasurer at the Annual Section Business Meeting,
- Adoption of new policy for the Section as defined in Article VII, Section 5, and
- Other items as decided by the Executive Board.

## **ARTICLE VII – MANAGEMENT, REPORTS, AND FINANCES**

### Section 1. MANAGEMENT

CLAUSE A – GOVERNANCE. The Section shall be governed by the Executive Board.

CLAUSE B – CONDUCT. The Executive Board shall conduct its affairs in conformance with the provisions of the Bylaws of the Section and of the Society. The Executive Board is authorized to act for the Section between meetings and shall report its interim actions to the members by newsletter or at the next Annual Meeting.

Section 2. REPORTS – Within 20 days after an election or other official action, the Secretary-Treasurer shall report such action to the Executive Director of the Society and the Section Representative. An annual report and activity time sheets from the Secretary-Treasurer shall be forwarded to these same parties. In January of each year the Secretary-Treasurer shall submit a statement of calendar year income and expenses, together with starting and ending balances, to the Executive Director of the Society.

Section 3. FINANCE – The Section shall be financed with funds derived from dues, special assessments, work projects, contributions, and an auction held at the Annual Meeting. Such funds shall be received and disbursed by the Secretary-Treasurer under the supervision of the Executive Board.

CLAUSE A – BONDING. The Secretary-Treasurer need not be bonded.

CLAUSE B – FUND ACCOUNTS. Funds shall be placed in a Section account in a federally insured bank. Each disbursement shall be made by a check or debit transaction drawn on said account.

CLAUSE C – REIMBURSEMENTS. The Secretary-Treasurer may, with approval of the Executive Board, reimburse members for out of pocket expenditures made on behalf of the Section.

CLAUSE D- MINIMUM SECTION BALANCE. An end of calendar year balance of \$2,500 must be maintained in the Section account in order to provide for unforeseen expenses. If the Section account falls below \$2,500, actions must be taken by the Executive Board in following year(s) to raise the account back up to the minimum level.

Section 4. FILES – The Section shall maintain a file containing: Bylaws of the Society and the Section; minutes of all regular and special meetings of the membership and of the Board; correspondence pertinent to Section affairs; all committee reports; financial statements and records; and all other material designated as pertinent by the Executive Board.

CLAUSE A – PROCEDURE FOR FILING. A “procedure for filing” shall be kept in the Section file for the guidance of each succeeding Secretary-Treasurer.

CLAUSE B – OPERATIONS MANUAL. A Section “Operations Manual” provided by the Society shall 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 5. POLICY, STATEMENTS, AND RESOLUTIONS – The following key terms are defined for clarification:

- POLICY. The existing body of principles found in the Bylaws, minutes of previous Executive Board and membership meetings, previous position and public statements, and resolutions. Policy is broader than statements and resolutions in that it provides direction rather than specific action.
- POSITION STATEMENT. Describes the Section’s position on a specific issue. A position statement recommends action and is primarily for internal documentation of the Section’s position on a specific issue.
- PUBLIC STATEMENT. A position statement in format suitable for external distribution. Public statements are intended to stimulate action on a position of the Section on a specific issue.
- RESOLUTION. A formal statement designed to set forth logic and conclusions regarding a specific issue.

CLAUSE A – SUBMISSION OF STATEMENTS AND RESOLUTIONS. Two or more members may submit statements or resolutions to the Resolutions and Statements Committee (see Article VIII, Section 1).

CLAUSE B – EXECUTIVE BOARD REVIEW. Those statements or resolutions with merit are forwarded to the Executive Board for review, edit and disposition. Statements and resolutions involving new policy, shall be prepared for approval by the Section membership.

CLAUSE C – ACCEPTANCE OF STATEMENTS AND RESOLUTIONS. Statements and resolutions involving new policy are accepted when approved by 2/3 of the Section membership voting at the Annual Business Meeting, Special Meetings, or via the Section newsletter.

CLAUSE D – TRANSMISSION TO THE SOCIETY. Those statements and resolutions adopted must be transmitted to the Society and the Section Representative. The Society and Section Representative must receive copies of any statement or resolution within 20 days of adoption.

CLAUSE E – PUBLIC STATEMENTS. The President, or designated representative, may represent a public statement on behalf of the Section for actions falling within previously established Section or Society policies or that demand action on reasonably short notice, provided that:

- The concept of the statement be brought to the attention of the Executive Board and is accepted by it prior to release of the statement; and
- Copies of the statement are sent to the membership within 15 days or published in the next Section newsletter after public issuance of the statement.

CLAUSE F – SOCIETY POLICY. The Section will not issue statements that are 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” (App. 4.421b of the Operations Manual) and conform to the Society’s Policy regarding conservation affairs (App. 4.421a of the Operations Manual).

## **ARTICLE VIII – COMMITTEES**

Section 1. STANDING COMMITTEES – Each President, after assuming office but prior to presiding over an Executive Board meeting, shall appoint a member to chair each of the following committees; Audit, Membership, Nominations and Elections, Publicity, and Resolutions and Statement. The host Chapter for the Annual Section Meeting shall be responsible for the Program and Arrangement Committees for the Annual Section Meeting.

CLAUSE A – AUDIT. This committee shall audit the financial records before the Annual Business Meeting and report such audit at that meeting. They shall also audit the annual financial statement and the financial records at such times as directed by the Executive Board, and report such audits to the Executive Board.

CLAUSE B – AWARDS. Duties of this committee are given in Article II, Section 2.

CLAUSE C – MEMBERSHIP. This committee shall work with Chapter Membership Committees to encourage all persons engaged in professional wildlife endeavors within the Section area to become members of the Section and the Society.

CLAUSE D – NOMINATIONS AND ELECTIONS. Duties of this committee are given in Article V, Section 1.

CLAUSE E – PUBLICITY. This committee shall be co-chaired by the newsletter editor and web master. Its duties shall include maintenance of the Section web site, preparation of the Section newsletter, announcing Section events and actions, and submitting them to the Society and other appropriate media.

CLAUSE F – RESOLUTIONS AND STATEMENTS. This committee shall receive, review, and prepare resolutions and position statements for consideration by the Executive Board. All statements resulting in a change in Section policy require a vote of the membership (Article VII, Section 5).

Section 2. SPECIAL COMMITTEES – The President shall appoint members to chair such special committees as may be deemed necessary for specific tasks.

Section 3. MEMBERS – Each standing or special committee shall consist of at least 3 members; 1 appointed, and 2 or more selected by the appointee.

Section 4. ACCOUNTABILITY – All committees shall be accountable to the Executive Board.

Section 5. TENURE – All committees shall serve until new committees are appointed in their stead or until duties assigned to the committee have been discharged.

## **ARTICLE IX – AMENDMENTS TO BYLAWS**

### Section 1. AMENDMENTS

CLAUSE A – VOTING. The Bylaws may be altered or amended by a majority vote of the members voting at the Annual Business Meeting of the Section, a Special Meeting, electronic ballot, or by mail ballot any time of the year provided the details of such alterations or amendments have been submitted to all members via the newsletter at least 30 days prior to such meeting or vote.

CLAUSE B – VOTING BY PROXY. Any member in good standing not able to attend a meeting when Bylaws amendments are to be acted upon, may authorize in writing another member as proxy, such proxy being valid only during the vote on such amendments.

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

## ARTICLE X – DISSOLUTION

Upon dissolution of the Central Mountains and Plains Section of The Wildlife Society, its Executive Board shall transfer all assets, accrued income, and other properties to the Council of the Society with a request that said assets be held for a minimum of 5 years from the date of dissolution of the Section for distribution to another Section that may be established in approximately the same area (as defined in Article I, Section 2) within said 5 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 determined best by the Council in accordance with Society Bylaws.

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### PREVIOUS BYLAW AMENDMENT DATES<sup>1</sup>.

Amended: May 15, 1980

Amended: April 28, 1986

Amended: October 8, 1987

Amended: August 11, 1990

Amended: August 29, 2006

Amended: January 24, 2008

Amended: August 25, 2009

<sup>1</sup> All previous amendment dates superseded by the amendment date shown on page 1.