

BYLAWS OF THE SOUTH DAKOTA CHAPTER OF THE WILDLIFE SOCIETY, INC.*

Organized: March 14, 1966

Approved by TWS Council: March 30, 1998

ARTICLE I. NAME, AREA, AND AFFILIATION

Section 1. NAME – The name of this organization shall be the South Dakota Chapter of The Wildlife Society.

Section 2. AREA – This Chapter shall have as its area of organization the State of South Dakota.

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

ARTICLE II. OBJECTIVES

Section 1. OBJECTIVES – Consistent with the objectives of The Wildlife Society, the South Dakota Chapter objectives are:

- To develop and promote sound stewardship of wildlife resources and of the environment upon which wildlife and humans depend.
- To undertake an active role in preventing human-induced environmental degradation.
- To increase awareness and appreciation of wildlife values.
- 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 better liaison among individual members, their Section, and The Society.
2. Evaluate and respond to the principles involved in proposed or enacted societal actions that could affect wildlife or its habitats.
3. Recognize and commend outstanding professional achievements in maintenance, restoration and enhancement of habitats for wildlife.
4. Focus the aims and objectives of The Society and the Central Mountains and Plains Section upon professional wildlife needs, problems, and events in local situations.
5. Encourage communication between members and nonmembers to facilitate understanding and effectiveness of research and management of wildlife resources.
6. Evaluate the principles involved in proposed or enacted public or private actions that could affect wildlife and to make these evaluations known to the public and public officials.

ARTICLE III. CHAPTER YEAR

The Chapter operating and fiscal year shall begin at the close of the annual business meeting although the Chapter's financial reporting must follow The Society's calendar year schedule.

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

ARTICLE IV. MEMBERSHIP

- Section 1. VOTING MEMBER – Voting membership in the South Dakota Chapter shall be available to any voting member of The Wildlife Society who resides or conducts professional activities within the organizational area of the SD Chapter (Article 1, Section 2). Only Chapter Voting Members may hold office in the SD Chapter, vote on official matters affecting The Wildlife Society, and officially represent the SD Chapter on business of The Wildlife Society by Executive Board or officer appointment.
- Section 2. OTHER MEMBER – Other membership in the South Dakota Chapter shall be available to any person who, is either not a member of The Wildlife Society and/or resides outside the SD Chapter’s organizational area (Article 1, Section 2), has an interest in the objectives and activities of the Chapter and is approved by the Executive Board. 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). Membership applications received at the annual business meeting will be considered for approval by the voting membership as the last order of business just prior to adjournment. Where conjecture may occur over a vote, an immediate ruling shall be made by the President.
- Section 3. CHARTER MEMBER – Voting and Other Members in good standing on the membership rolls as of 1 May 1966 shall be considered Charter Members.
- Section 4. HONORARY MEMBER – Honorary Members of the South Dakota Chapter shall be persons who, by a majority vote of the Chapter Executive Board, have been thus recognized for their achievements. A Chapter Honorary Member need not pay Chapter dues. Honorary Members who are voting members 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. LIFE MEMBER – Life membership in the South Dakota Chapter shall be available to any person who meets the criteria described in Sections 1 and 2 of Article IV. Life membership in the SD Chapter will be continuous for the duration of the member’s life or until resignation from the Chapter. A Life Member of the SD Chapter will receive all benefits and privileges as Voting Members and/or Other Members as applicable (Article IV, Section 1 or 2).
- Section 6.1 DUES-ANNUAL MEMBER – Annual dues shall be payable by each member to the Secretary-Treasurer no later than 1 May. Members who have not paid their Wildlife Society dues shall lose their Voting Member status and other rights and privileges in the South Dakota Chapter and shall be so notified by the Secretary-Treasurer. Proposed changes in annual chapter dues shall be reported to members by the Executive Board prior to the Annual Meeting and approved by ballot by the membership at the Annual Meeting. Annual chapter dues also may be paid to The Wildlife Society for subsequent remittance to the Chapter.
- Section 6.2 DUES-LIFE MEMBER – Life member dues shall be paid only to the Secretary-Treasurer of the South Dakota Chapter and apply only to the South Dakota Chapter dues. A one-time dues payment may be paid once in a lump sum, or may be paid quarterly over a one year period. Proposed changes in life member dues shall be reported to the members by the Executive Board prior to the Annual Meeting and approved by ballot by the membership at the Annual Meeting. Life members will be issued a certificate and will have all rights and privileges pertaining to Life Membership only after payment is complete.
- Section 7. RESIGNATION – Members may resign at any time by giving notice to the Chapter’s Secretary-Treasurer, or will be considered to have resigned if annual Chapter dues are not paid.
- Section 8. REINSTATEMENT – persons who are dropped from the rolls of the Chapter for nonpayment of dues or resignation may be reinstated into membership in the Chapter upon reapplication and payment of appropriate dues as approved by the Executive Board.

ARTICLE V. ELECTIONS AND OFFICERS

Section 1. NOMINATING AND ELECTIONS COMMITTEE – The 3-member Nomination and Election Committee, selected by the Executive Board (Article VIII, Section 1) of the South Dakota Chapter, shall prepare a slate of 2 candidates for each of the elective positions, namely; President-Elect, Secretary-Treasurer, and 1 additional Executive Board member for a 2 year term 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 for mail balloting purposes.

CLAUSE D – Mail ballots shall include the names of the nominees submitted by the Nomination and Elections Committee, plus 1 additional write-in blank for each elective position, and the date ballots must be received.

CLAUSE E – Additional nominees may be added to the Nomination and Elections Committee’s slate upon the signed support of 6 or more members, provided prior approval has been obtained from each nominee.

CLAUSE F – A member may be elected for no more than 2 consecutive terms in the same elective position.

Section 2. BALLOTING – Written ballots shall be received and counted by the Nomination and Elections Committee. For ballot counting purposes, the President shall appoint a replacement for any member of the Nomination and Elections Committee who has been nominated for an office. Ballots must be received by the deadline on the ballot.

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

CLAUSE B – A signed and dated 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 1 elective position simultaneously.

CLAUSE D – In case of a tie vote, the final decisions will be made by the outgoing Executive Board.

Section 3. OFFICERS – Officers of the South Dakota 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, Chairmen of all regular and special committees, shall preside as Chairman at meetings of the Executive Board, and shall be an ex officio member of all committees, except the Nomination 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 Central Mountains and Plains 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 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 to the last meeting of the person’s term of office. Duties also shall include the receipt and disbursement of funds, the issuance of notices of dues, the recording of the minutes of all meetings, shall appoint a parliamentarian at all meetings, the maintenance of the membership rolls, the distribution of bylaws, correspondence, and the issuance of meeting minutes and mail ballots.

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 members.

Section 4. TERM OF OFFICE – The Officers and Board members must be voting members of The Wildlife Society. Presidential officers serve for approximately 1 year, the Secretary-Treasurer and Board Members serve approximately two years. The two Executive Board members are elected in alternate years. Both Officers and Executive Board members are 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, or at such time as their successors are elected and installed.

Section 5. VACANCIES – If the office of President is vacated, the President-Elect shall assume the office of President for the remainder of the unexpired term and for the next full term without interruption, and no one shall be appointed for the unexpired term of President-Elect. If the office of President-Elect is vacated for any reason other than the assumption of the office of President, a special election shall be held for the office of President-Elect. All other vacancies in any unexpired term of an elective office shall be filled through appointment by the Executive Board. 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. The Executive Board shall meet at least four times between Annual meetings.

CLAUSE A – ANNUAL MEETINGS – The regular meeting held during the first 4 months of the calendar year shall be known as the Annual Meeting, and shall be for the purposes of electing or installing officers, receiving reports of officers and committees and for any other business that may arise.

CLAUSE B – MEETING NOTICE – Members must be notified at least 1 month prior to annual and regular meetings and at least 7 days prior to special meetings.

CLAUSE C – QUORUM – Quorum for the Annual Meeting of the Chapter shall be over 50 percent of the membership or 25 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 all applicable Robert’s Rules of Order, latest revision.

CLAUSE E – BYLAWS – Chapter Bylaws shall be available for inspection during every meeting. If these 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 are 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 South Dakota Chapter shall be governed by an Executive Board composed of its officers, the immediate Past President, and two chapter members 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 meeting or in other Chapter communications. 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 only when asked to do so, and they may not vote at such meetings.

Section 2. FINANCE – Funds of the South Dakota Chapter shall be under supervision of the Executive Board and shall be handled by the Secretary-Treasurer. The financial records of the South Dakota Chapter shall be periodically examined by the Audit Committee (Article VIII, Section 2H).

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

CLAUSE B – Funds shall be derived from dues, special assessments, work projects, contributions, auctions and special fund raisers.

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 action(s) the Secretary-Treasurer shall report such action(s) to the Executive Director of The Wildlife Society, the Central Mountains and Plains Section Representatives, and the Central Mountains and Plains Section President. An annual report and activity time sheets 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 of 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 Bylaws of The Wildlife Society, the Central Mountains and Plains Section, and the South Dakota Chapter; minutes of all regular and special meetings of the membership and of the Executive Board; correspondence 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, 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 Central Mountains and Plains Representative, and the Central Mountains and Plains 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 not 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 this statement are sent to the membership within 15 days after public issuing of the statement. Furthermore, the South Dakota 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 South Dakota 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" (Appendix 4.421b of the Operations Manual) and conforms to the Society's policy regarding conservation affairs (Appendix 4.421a of the Operations Manual). The Chapter membership, The Wildlife Society, the Central Mountains and Plains Section Representative, and the Central Mountains and Plains Section President must receive copies of any Resolution or 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 chairmen of all regular standing committees, except the Nomination and Elections Committee (Article V, Section 1), and all special committees such as awards and hospitality. Committee chairmen shall complete their committees with the President's assistance. All committee chairmen shall submit a written summary of committee activities to the President and the Secretary-Treasurer before the close of each annual Chapter business meeting.

Section 2. DUTIES OF STANDING COMMITTEES:

CLAUSE A – NOMINATING AND ELECTIONS – 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 Central Mountains and Plains Section, and the South Dakota 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 30 days prior to the meeting date.

CLAUSE D – CONSERVATION REVIEW – This committee shall review legislative proposals, and 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 make recommendations to the Executive Board for any action that should be taken by the South Dakota Chapter. The Chairman may ask any Chapter member to assist with reviews.

CLAUSE E – EDUCATION AND INFORMATION (PUBLICITY) – This committee shall seek and employ methods of informing the public of basic wildlife management concepts and of Chapter and Society activities and interests.

CLAUSE F – RESOLUTIONS AND PUBLIC STATEMENTS – This committee shall receive proposed resolutions and public statements from 2 or more members at any time, and shall prepare, submit and recommend action on such items to the Executive Board in accordance with Article VII, Section 5.

CLAUSE G – AWARDS – This committee shall, at its discretion, present two (2) annual awards, known as the Wildlife Professional of the Year Award and the Citizen's Wildlife Award. These awards shall be presented to an individual (or group) who has (have) made an outstanding contribution towards furthering

the aims of wildlife management in South Dakota. The recipient of the Wildlife Professional of the Year Award must be employed in the field of wildlife management or other closely related field. The Citizen's Wildlife Award will be presented to a person or group not employed in wildlife management or related fields. The committee shall consist of not less than five nor more than seven individuals and shall represent the various wildlife employing agencies, fields of professional interest, and geographical areas in South Dakota. At least one Awards Committee member shall have been a member of the previous year's Awards Committee. Nominations shall be at least 60 days prior to the date of the Annual Meeting. The committee shall not be limited to these nominations in selecting the recipient. The award shall consist of a trophy or plaque with the recipient's name (or group) engraved thereon. It shall be presented at the Annual Meeting and shall be passed from one recipient to the next each year the award is made. An individual award to be retained permanently by the recipient (or group) shall be presented also. The award shall be engraved as follows:

South Dakota Chapter
The Wildlife Society
for
Outstanding Contribution to Wildlife Management

And shall include the name of the recipient (or group) and the year the Award is made. In addition to the annual Awards, special or recognition awards may be presented at the annual meeting as approved by the Executive Board.

CLAUSE H – AUDIT – This committee shall consist of a chairman and at least 2 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 South Dakota 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 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. AMENDMENT 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 or by mail ballot if due notice of the proposed changes (Article VI, Section 1B) is followed. A member who will be absent from the meeting may file an absentee ballot (Article V, Section 2B).

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.