

BYLAWS OF  
THE SOUTH CAROLINA CHAPTER OF THE WILDLIFE SOCIETY, Inc.<sup>1</sup>

Article I - Name, Area, and Affiliation

Section 1 - Name - The name of this organization shall be the South Carolina Chapter of The Wildlife Society.

Section 2 - Area - This Chapter shall have as its area of organization, the state of South Carolina.

Section 3 - Criteria for Affiliation - The South Carolina 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 Chapter objectives are as follows: (These objectives are of equal importance and no significance should be given to the order in which they appear.)

1. to establish and maintain the highest possible professional standards;
2. to promote understanding and cooperation among wildlife professionals within the state;
3. to take an active role in the development and promotion of the sound stewardship of wildlife resources and of the environments upon which wildlife and humans depend;
4. to increase public awareness and appreciation of wildlife values.

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<sup>1</sup>The Wildlife Society was incorporated in 1948 under the laws of the District of Columbia.

Section 2 - Implementation - To aid in the achievement of

these objectives, this Chapter proposes to:

- a) Recognize and commend outstanding professional achievements in maintenance, restoration and enhancement of habitats for wildlife.
- b) Evaluate and respond to the principals involved in proposed or enacted societal actions that could affect wildlife or its habitats.
- c) Focus the aims and objectives of The Society and the South-eastern Section upon professional wildlife needs, problems, and events in local situations.
- d) Provide opportunities for better liaison among individual members, their Section, and The Society.
- e) Encourage communication between members and non-members to facilitate understanding and effectiveness of research and management of wildlife resources.

#### Article III - Chapter Year

The Chapter operating and fiscal year shall begin January 1 of each year.

#### Article IV - Membership

Section 1 - Voting Member - Voting membership in the South Carolina Chapter shall be available to any member of The Wildlife Society who resides or conducts professional activities within the organizational area of the Chapter (Article I, Section 2). Only Chapter voting members may hold office in the Chapter; vote on matters affecting Chapter policy; vote on matters

affecting The Society; and officially represent the Chapter on business of The Society by Board or officer appointment.

Section 2 - Other Member - Other membership in the South Carolina Chapter shall be available to any person who although either not a member of The Wildlife Society and/or resides and works outside of the Chapter's organizational area (Article I, Section 2) has an interest in the objectives and activities of the Chapter and is approved by the Membership Committee. 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).

Section 3 - Charter Member - Voting and Other Members that have paid their 1977 and 1978 dues by December 31, 1977 shall be considered Charter Members.

Section 4 - Honorary Member - Honorary members of the South Carolina Chapter shall be persons who, by a majority vote of all Chapter members, 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 - Dues - The amount of annual dues for the following year shall remain the same as the previous Year unless the Executive Board recommends an increase which is then approved by a majority vote of the chapter members at the annual meeting. A member who will be absent from the meeting may file an absentee ballot (Article V, Section 2B). Members who have not paid Chapter and Wildlife Society Dues shall lose their Voting Member status in the South Carolina Chapter. Annual dues also may be paid to The Society's headquarters, along with Section and Society dues and subsequently will be remitted to the Chapter.

Section 6 - 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 7 Reinstatement - Persons who are dropped from the rolls of the Chapter for non-payment of dues or resignation may be reinstated into membership in the Chapter upon reapplication and payment of appropriate dues.

Article V - Elections and Officers

Section 1 - Nominating and Elections Committee - The three-member Nominating and Elections Committee, chaired by the President and selected by the Executive Board (Article VII, Section 1) of the South Carolina Chapter shall prepare a slate of at least two candidates for each of the elective positions, namely: President-elect, Secretary-Treasurer, Chapter Representative to the Southeastern Section, and at least two additional Executive Board members from the Chapter voting membership. The slate of candidates shall be diverse and reflect multiple agencies, nongovernmental organizations, and individuals when possible. The Chapter shall try to ensure that no agency holds a majority of elected positions.

Clause A - All nominees must be Voting Members (Article IV, Section 1).

Clause B - Prior approval shall be obtained from said candidates.

Clause C - Said nominations slate shall be submitted to the membership at least thirty days prior to the annual business meeting.

Clause D - Additional nominees may be added to the Nominating and Elections Committee's slate upon the signed support of five (5) or more members, provided prior approval has been obtained from each nominee. If a majority of members employed by the same agency have been elected to office, any remaining nominee(s) employed by that same agency must withdraw from the remaining

election(s), and nominations reopened to replace the nomination(s) so rendered ineligible.

Clause E - A member may be elected for no more than two consecutive terms in the same elective position, except Secretary-Treasurer. A member may not serve as Secretary-Treasurer for more than four consecutive terms.

Section 2 - Balloting - Written and/or electronic ballots shall be received from the members by the President and shall be counted by the Nominating and Elections Committee. Written ballots, if used, will be collected at the annual business meeting. For ballot counting purposes, the President shall appoint a replacement for any member of the Nominating and Elections Committee who has been nominated for an office.

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

Clause B - A signed absentee ballot may be submitted in writing or via e-mail to the President 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 one elective position simultaneously.

Section 3 - Officers - Officers of the South Carolina Chapter shall consist of a President, President-elect (who shall serve as Vice President), Secretary-Treasurer, and Immediate Past-president, which is a non-voting member of the Executive Board. 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, Chairpersons of all regular and special committees, shall preside as Chair at meetings of the Executive Board and shall be an ex-officio member of all committees, and shall chair the Nominating and Elections Committee. The President may represent the chapter or appoint alternate representatives to other Chapter, Section, or Society boards, committees or meetings.

Clause B - President-elect - 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. Such duties shall include serving as Chair of the program committee. In the event the President-elect cannot serve in the President's absence, the Executive Board shall appoint a President, pro tempore. The President-elect shall serve for two years and then assume the responsibilities of President at the conclusion of the Next Annual Meeting, or at such time as their successor is elected and installed.

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 recording of the minutes of all meetings, the maintenance of the membership rolls, correspondence, and the issuance of meeting notices.

Clause D - Immediate Past-president - Serves in an advisory capacity to the Executive Board as a non-voting member. Because the Immediate Past-president is non-voting, agency affiliation does not affect the slate of nominees during elections. The President, with support from the Executive Board, may assign a liaison role to the Immediate Past-president to facilitate Chapter business (e.g., Prescribed Fire Council or other organizations that wish to have a representative from the Chapter).

Clause E - 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, the duly elected Board members, and the Chapter Representative to the Southeastern Section.



Clause F - Chapter Representative to the Southeastern Section - The Chapter Representative shall represent the South Carolina Chapter in Southeastern Section affairs. This person 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 the 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.

Section 4 - Term of Office - The officers, Board members and Chapter Representative must be voting members of The Wildlife Society, serve for approximately two years (four years for President-elect), be installed at the Annual Meeting, take office immediately following the Annual Meeting, and, unless reelected, 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 the President is vacated for any reason, the President-elect shall assume the duties of the unexpired term of the President. All other vacancies in any unexpired term of an elective office shall be filled through appointment by the Executive Board, although the appointed President-

elect shall serve only until the next scheduled Chapter election where the membership shall elect the next President. All appointees must be Voting Members of the Chapter and The Wildlife Society.

Section 6 - Removal from office: Any chapter member holding an elective position shall be removed from office upon the petition of ten members in good standing and upon a concurring vote of at least two-thirds of those members submitting a ballot in the special balloting held for this purpose. The procedure for removal of a member from an elective position shall be as follows:

Clause A - A petition which lists the primary reasons for desiring the removal of a member from office and which is signed by at least ten members in good standing shall be submitted to the Executive Board.

Clause B - Upon the receipt of the above petition by the Executive Board, that board member whose tenure in office is in question shall temporarily resign from that position until the results of the special ballot have been determined.

Clause C - If the member whose tenure in office is in question so desires, a hearing will be held to allow him/her an opportunity to defend himself/herself against the charges listed in the petition. Rules governing this meeting shall be set forth by a special hearings Committee appointed by the President or representative and shall include the following restrictions:

- 1) Such a hearing will take place prior to the e-mailing of the ballots and petitions. Any member may request to receive correspondence via U. S. Mail instead of electronically. The Secretary-Treasurer will be responsible for maintaining a member's preference.
- 2) A transcript of this hearing will be e-mailed along with each ballot and petition.
- 3) Notice of this meeting shall be given to voting members at least one month prior to the scheduled date of this meeting.

Clause D - At least 30 days prior to the counting of the ballots, each voting member shall receive a copy of the petition, a ballot, and notification of when and where the ballots will be counted and where to e-mail the ballots. Ballots sent by U. S. Mail will be numbered.

Clause E - Balloting will be by e-mail and mail. All ballots received at the specified address prior to the scheduled time for counting ballots will be included in the count. Ballots shall be counted by the Executive Board.

Clause F - If at least two-thirds of the members submitting ballots vote to remove the member in question from office, that member shall be removed from office effective immediately following the counting of the ballots. Otherwise, that member shall be reinstated to his elective position.

Article VI - Meetings

Section 1 - Regular Meetings — One regular membership meeting shall be held annually. This meeting shall also serve as the Annual Meeting for the purpose of electing and installing officers, receiving reports of officers and committees, and for any other business that may arise. Additional meetings may be added throughout the year if desired. The exact time and place of all meetings shall be determined and published by the Executive Board at least three months prior to such meeting.

Clause A - Meeting Notice - The members must be notified at least one month prior to annual and regular meetings and at least 10 days prior to special meetings.

Clause B - Quorum - The quorum for the annual meeting of the Chapter shall be over fifty percent of the membership or ten members in good standing, whichever is less. The quorum for Executive Board Meetings shall be four members of the Board.

Clause C - Meeting Rules - Order of business and parliamentary procedures at Chapter meetings shall follow Roberts Rules of Order, latest revision.

Clause D - Bylaws - The Bylaws of this organization shall be available for inspection during every meeting. If re-revised, the revised form must be approved by The Wildlife Society before becoming effective.

Section 2 - Special Meetings - Special Chapter Meetings may be called by the Executive Board at any time, provided due notice (see Article VI, Section 1B) and the purpose of the call are given.

Clause A - Only those 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 Finance

Section 1 - Executive Board - The South Carolina Chapter shall be governed by an Executive Board composed of its officers, the immediate Past-President, and Chapter Representative to the Southeastern Section, and at-large members of the Chapter 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. Any Board action may be overridden by two-thirds vote of the Voting Members attending a membership meeting.

Clause B - Attendance - Members may attend Board meetings, but may participate therein only when asked to do so, and they may not vote at such meetings.

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

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

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

Clause C - Funds shall be placed in a federally-insured bank or savings and loan association.

Section 3 - Reports - Within twenty days after an election or other official action the Secretary-Treasurer shall report such action to the Executive Director of The Wildlife Society, and to the Southeastern Section Representative, and the Southeastern Section President. An annual report and activity time sheets from the Secretary-Treasurer shall be forwarded to these same parties. To meet IRS reporting requirements the Secretary-Treasurer will send to TWS (1) a statement of Calendar-year income and expenses, together with starting and ending balances to the Executive Director of The Wildlife Society in January of each year for federal tax re- porting by The Society office and (2) if the Chapter obtains its Employer ID Number through The Wildlife Society, the Chapter shall also submit required IRS forms to the IRS and the IRS confirmation receipt to The Wildlife Society; the Chapter may contact The Wildlife Society to determine the appropriate form to submit for IRS reporting purposes.

Section 4 - Files - The Chapter shall maintain a file containing: Bylaws of The Wildlife Society, the Southeastern Section, and the South Carolina 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 drafted and 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 for possible consideration by the Chapter's Executive Board (Article VIII, Section 2F). 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 Southeastern Section Representative, and the Southeastern 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 for which there are no previously established Chapter policies and that demand action on 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 is brought to the attention of the Executive Board and is accepted by them prior to public issuing of the statement: and

2) copies of the statements are sent to the membership within ten days after public reading of the statement.

Furthermore, the South Carolina 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 Carolina Chapter will not publish statements which may be in conflict with the policy of The Wildlife Society without prior approval of The Society's Council. All statements will follow the "Policy Guidelines" (<http://wildlife.org/network/tws-local/annual-reporting/>).

The Chapter membership, The Wildlife Society, the Southeastern Section Representative, and the Southeastern Section President must receive copies of any Resolution or Public Statement within 15 days of such action.



Article VIII - Committees

Section 1 - Appointments - The President shall consider suggestions of the Executive Board in appointing chairs of all regular standing committees except the Nominating and Elections Committee (See Article V, Section 1), and all special committees such as awards and hospitality. Committee Chairs shall complete their committees with assistance of the President. All committee chairs 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 Southeastern Section and the South Carolina Chapter. As provided in Article IV, Section 2, the committee will receive nominations and make recommendations to the Executive Board regarding approval of individuals seeking Other Member status in the 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 two months prior to the meeting date.

Clause D - Conservation Review - This committee shall review legislative proposals, 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 Carolina Chapter. The Chair 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 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 - Audit - This committee shall consist of a chair 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.

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

Section 1 - Standards to Continue - The Chapter must continue to demonstrate its viability to the Council of The Wildlife Society by meeting the following standards: a) complying with the criteria for affiliation (Article 1, Section 3), b) submitting the required reports to The Wildlife Society (Article VII, Section 3), and c) fulfilling the purposes and intent of these bylaws. The Council of The Wildlife Society may dissolve the South Carolina Chapter following a 1 year grace period during which time the Chapter can come back into compliance

Section 2 - Dissolution - The Council of The Wildlife Society may dissolve the South Carolina Chapter, following a 1 year grace period during which time the South Carolina Chapter can come back into compliance, if (1) it finds the Chapter is not meeting the standards established in Article IX, Section 1 and/or (2) if the Chapter fails to file required IRS reports, as set out in Article VI, Section 3, for 3 consecutive years.

Upon dissolution of the South Carolina 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 five 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 five-year period. If another chapter is not established within said area and the period of time, The Wildlife Society Council may use or distribute all assets, accrued income, and other properties as determined best 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 if due advance 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 Wildlife Society before becoming effective.

Bylaws approved by The Wildlife Society:	October 1, 1980
Article IV, Section 5 revised and approved by The Wildlife Society:	April 3, 1981
Article V, Section 1, and Clause E and Article V, Section 5 revised and approved by The Wildlife Society:	July 11, 1988
Entire Bylaws updated to reflect electronic correspondence and voting, gender neutral language, and election procedures and approved by The Wildlife Society:	Nov. 23, 2015
Article V updated to make language less restrictive concerning nominations/ election of members from the same agency, to define the role and responsibilities of Immediate Past-president and voting status; and to be in compliance with TWS standard language/policies as enacted in 2011.	October 4, 2017

To: SCTWS Executive Board and Select Members

From: Tom Swaynghan

Subject: Strategic Plan Revisions for SCTWS

On November 2, 2000, the Strategic Plan Committee met at Donnelley WMA and reviewed the document. We offer the following revised plan to the membership for review and approval. I want to thank the members of the committee and the chapter officers who contributed to the plan. Please review the draft changes and let me know any additional items, deletions or corrections you think are appropriate. After your input, I will ask Candace to post it on the web site. This should give the membership enough time to review it before our winter meeting on January 16, 2001 at the Forestry Commission Building in Columbia. Please have your comments back to me by December 1, 2000. If you would like to fax me your comments, my fax number is 803-625-3569. Thanks for your help.

**Strategic Planning Meeting  
Executive Committee  
South Carolina Chapter of The Wildlife Society**

**November 2, 2000  
Donnelley WMA**

**Attending:**

Judy Barnes - President  
Mac Baughman- President-Elect  
Paul Johns- Secretary/Treasurer  
Ernie Wiggers - Committee Member  
Paula Sisson - Committee Member  
Billy Dukes - Committee Member  
Tom Swaynham- Executive Board Member

**Purpose of meeting:** To develop draft revisions to the strategic plan for the South Carolina Chapter of The Wildlife Society that will be reviewed, modified and approved by the members.

The following is a draft revision of the strategic plan that was developed by the Committee:

**Strategic Plan of the South Carolina Chapter of  
The Wildlife Society**

**Mission:** To serve and represent wildlife professionals in South Carolina in all areas of wildlife conservation, resource management, and professional development.

**Goal:** To represent wildlife professionals and their interests in South Carolina.

Objective 1. Promote professional standards and ethics among wildlife professionals in South Carolina.

Objective 2. Determine professional development needs of South Carolina wildlife professionals and support programs to meet those needs.

Objective 3. Focus activities toward developing and mentoring students entering the wildlife profession.

Objective 4. Hold at least two annual meetings for conducting chapter business and providing a forum for students and other members to present results of professional activities.

Objective 5. Produce a biannual newsletter and maintain a chapter web site that enhances chapter communications between meetings to members, other natural resource professionals, administrators,

policy makers, and other groups.

Objective 6. To publicize and promote chapter activities on regional and national levels.

**Goal2:** To provide a source of unbiased scientific information on wildlife management and habitat conservation issues.

Objective 1. Develop position statements on issues that affect the use and management of wildlife.

Objective 2. Provide and sponsor educational programs and workshops to organizations and schools.

Objective 3. Utilize the media as an outlet for information releases about wildlife issues and SCCTWS.

**Goal3:** To increase SCCTWS membership and broaden its diversity.

Objective 1. Identify natural resource professionals in other agencies and organizations who are potential members.

Objective 2. Actively recruit potential members through a variety of means.

**Goal 4:** To develop an annual and long-range budget that establishes current and projected income and expenses.



Attached is a copy of the proposed by-law changes as discussed at the recent business meeting. The intention is to remove the requirement for 2 meetings per year. With the new language, SCCTWS will only be required, ~~under the by-laws~~, to meet once per year; however, additional meetings may be held. Please forward any comments or questions to Emily Cope (CopeE@dnr.sc.gov) by April 17, 2009. If you are opposed to such change, please send an email expressing your opposition and reason for your concern.

Current Language:

Article VI -  
Meetings

Section 1 - Regular Meetings - Regular membership meetings shall be held close to the first of February and the first of July each year. The exact time and place of each of these meetings shall be determined and published by the Executive Board at the preceding regular meeting.

Clause A - Annual Meeting - The regular meeting in July of each year shall be known as the Annual Meeting, and shall be for the purpose of electing and installing officers, receiving reports of officers and committees, and for any other business that may arise.

**Suggested revision:**

Section 1 — Regular Meetings — One regular membership meeting shall be held within the first quarter of each calendar year. This meeting shall also serve as the Annual Meeting for the purpose of electing and installing officers, receiving reports of officers and committees, and for any other business that may arise. Additional meetings may be added throughout the year if desired. The exact time and place of all meetings shall be determined and published by the Executive Board at least three months prior to such meeting.