

# Bylaws

## **SECTION I. NAME AND OBJECTIVES.**

1. The name of this organization shall be the Fisheries Management Section of the American Fisheries Society, hereinafter referred to as the Section and Society respectively.
2. The objectives of the Section shall be those of the Society as set forth in Article I of the Constitution. In addition, the purpose of the Section is to promote effective fisheries management by:
  - A. Developing and maintaining an association of persons interested in and involved in fisheries management and development;
  - B. Promoting sound fisheries management practices and developing new management concepts and techniques;
  - C. Encouraging continuing professional growth among Section members and others interested in fisheries management and growth of the profession itself by holding meetings and sponsoring workshops, symposia, and publications to disseminate information relating to all aspects of fisheries management;
  - D. Encouraging publication of case histories, policy analysis, and evaluation of management programs;
  - E. Promoting communication between fisheries managers and researchers, employers, educators, legislators, and the public; and,
  - F. Providing a forum for identifying, bringing attention to, and solving issues and problems relating to fisheries management.
3. All activities of this Section shall conform to the Society's Constitution, Rules, and Procedures.

## **SECTION II. MEMBERSHIP.**

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

## **SECTION III. MEETINGS AND VOTING.**

1. The Section shall hold at least one meeting annually at a time and place designated by the Executive Committee, typically at the Society's annual meeting. Special meetings may be called by the President with approval of the Executive Committee.
2. The Section may conduct management conferences, workshops, and technical sessions as approved by the Executive Committee.
3. The Section may meet jointly with other organizations but shall request official organization recognition when cosponsoring meetings.
4. A quorum at an annual meeting for the transaction of official business shall be 15 members of the Section.

5. Unless otherwise specified in these Bylaws or the Constitution of the Society, meetings are conducted according to the latest edition of Robert's Rules of Order.

6. Decisions at meetings are by simple majority of Active Members voting, except 2/3 majorities are required in special cases such as amending the Bylaws and suspending a Rule. Other less frequently used voting requirements are described in Robert's Rules of Order.

7. Business and voting may be conducted via mail, electronic mail or other electronic methods in addition to regular or special Section meetings. Voting methods must be approved by the Executive Committee, as appropriate for the issue being considered. All aspects of the vote must conform with these Bylaws.

#### **SECTION IV. OFFICERS.**

1. The officers of the Section shall consist of a President, President-Elect, Past-President and Secretary-Treasurer.

2. All officers must be members in good standing of the Society and members of the Fisheries Management Section.

3. Officers shall be nominated by a Nominating Committee appointed by the President and chaired by the President-Elect. Officers shall be elected by a majority of ballots cast and election methods shall be determined by the Executive Committee.

4. Officers shall serve for a term of two years, or until a successor is elected. The President-Elect and Secretary-Treasurer shall be elected every two years. Terms of newly elected officers shall change at the Society's annual meeting. The President-Elect shall succeed to the office of President on completion of his or her term of office. The President shall succeed to the office of Past-President on completion of his or her term of office. The Past-President shall not be eligible for election as President-Elect for a period of 4 years after completion of his or her term. The Secretary-Treasurer may serve 2 consecutive terms (4 years) and shall not be eligible for re-election for a period of 4 years after completion that service.

5. Four Regional Representatives shall be elected from every two years. One representative shall come from each division (North Central, Northeastern, Southern, and Western). Regional Representatives may serve 2 consecutive terms (4 years) and shall not be eligible for re-election for a period of 4 years after completion that service.

6. In the event of a vacated position, the Executive Committee shall appoint a qualified replacement to fill the unexpired term.

7. The ballot will consist of two nominees who are members in good standing of the Society for each elective office. Votes for write-in candidates can be cast on the official ballot. The ballot will establish a deadline date for the receipt of ballots to be counted prior to the annual meeting. Members shall have at least 30 days to vote. Officers shall be elected by a majority of the ballots counted. Newly elected officers shall be installed in office at the annual meeting of the Section.

8. No elected officer, Regional Representative or appointed committee member shall receive any salary or other compensation for services rendered to the Section. Expenses may be defrayed from funds available to the Section when authorized by the Executive Committee.

#### **SECTION V. DUTIES OF OFFICERS.**

1. The President shall:

- A. Preside at all meetings;
- B. Serve as Chair of the Executive Committee;
- C. Appoint all committees and chairpersons thereof, except as may be designated in these Bylaws;
- D. Coordinate the activities of the Section's standing and technical committees and serve as liaison between such committees and the Executive Committee;
- E. Represent the Section to the Society as a member of the Society Governing Board and submit a report of Section activities at the Society Governing Board meetings;
- F. Conduct official correspondence for the Section and present reports of Section activities at the annual meeting;
- G. Make such appointments and perform other duties and functions as are authorized and necessary; and,
- H. Proceed to the office of Past-President at the end of the term.

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- H. Proceed to the office of Past-President at the end of the term.

2. The President-Elect shall:

- A. Assume the duties of the President if the President is absent or unable to act;
- B. Serve as Chair of the Awards Committee, including the Fisheries Management Hall of Excellence;
- C. Chair the Nominating Committee and conduct the election;
- D. Serve on the Executive Committee; and,
- E. Advance to the office of President at the end of the term.

3. The Secretary-Treasurer shall:

A. Keep the official records of the Section, keep an itemized account of all receipts and disbursements, collect and be custodian of any fees or assessments authorized by these Bylaws or funds allotted to the Section by the Society;

B. Disburse funds only as authorized by either the membership or Executive Committee;

C. Present a semi-annual report to the Executive Committee and an annual report to the membership;

D. Submit a record of the annual business meeting and a financial report for the Section to the Executive Director of the Society within 30 days after the annual meeting of the Section and at other times as requested by the Governing Board of the Society; and,

E. Serve on the Executive Committee.

4. The immediate Past-President shall:

A. Serve on the Executive Committee;

B. Serve on the Nominating Committee;

C. Assist the other officers as needed; and,.

D. Update the Section Bylaws as needed and distribute the current version to the Executive Committee by September 1.

5. The four elected Regional Representatives (from the North Central, Northeastern, Southern, and Western divisions) shall:

A. Serve on the Executive Committee;

B. Assist the other officers as needed; and,

C. Contribute regionally important information to the Section newsletter.

## **SECTION VI. EXECUTIVE COMMITTEE.**

1. The Executive Committee of the Section shall consist of the officers and one representative from each of the Divisions of the Society.

2. The Executive Committee shall have authority to determine policies and conduct business consistent with the objectives of the Section and the Society's Constitution, Rules and Procedures. The Executive Committee is authorized to act on behalf of the Section between annual meetings.

3. A quorum is required for transaction of official business at an Executive Committee meeting. A quorum for an Executive Committee meeting shall consist of five of the eight members. Executive Committee members can appoint a proxy.

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

5. Executive Committee meetings are called by the President and are held as needed. Meetings shall be conducted by any means agreeable to a majority of the members (in person, telephone, electronic mail, etc.).

6. The Executive Committee can approve individual funding requests up to \$1,000 without a vote of the membership up to a maximum of \$3,000 each fiscal year. All requests larger than \$1,000 must be electronically submitted via the Section web page by 1 July each year. The Executive Committee will conduct a preliminary review of all requests. Applications clearing the preliminary review will be distributed electronically to the membership for comment and then presented to the membership for final approval at the annual Section business meeting.

#### **SECTION VII. SECTION COMMITTEES.**

1. Committees and Chairs of committees, except as listed in Sections V and VI of these Bylaws, shall be appointed and charged by the President. Except for Standing Committees, these Section committees shall cease to function upon the discharge of the duties for which they were appointed or with the end of the term of the appointing officer.

2. Standing Committees help the President and the Executive Committee conduct the Section's affairs, and the chairs should report their committees' activities, findings, and recommendations at annual Section meetings and interim meetings of the Executive Committee.

3. The Section has established the following Standing Committees:

A. Nominating Committee;

B. Awards Committee (including Hall of Excellence);

C. Newsletter Committee; and,

D. Web Site Committee.

#### **SECTION VIII. DUES AND FEES.**

1. The Executive Committee shall establish annual dues subject to approval of the members.

2. The Executive Committee may assess registration fees for meetings or symposia.

#### **SECTION IX. BYLAWS AND PROCEDURES.**

1. The Bylaws are the defining document for the Section and take precedence over all other rules and procedures of the Section. The Bylaws cannot be suspended and cannot be changed without prior notice to members.

A. The Bylaws may be amended by a 2/3 majority of members choosing to vote, provided that the proposed amendment(s) are circulated to the members, who will have at least 30 days to vote.

B. In accordance with the Society Constitution, an adopted amendment shall be reviewed by the Society's Constitutional Consultant for conformity with the Constitution, Rules and Procedures of the Society. The Constitutional Consultant presents the adopted amendment to the Society Governing Board for approval.

C. Amendments take effect when the Section receives written notice of their approval by the Governing Board from the Executive Director.

2. Procedures are the lowest level of documentation of Section operations. They are established to provide continuity in the conduct of Section business. The Procedures may be suspended or amended by a simple majority of the Executive Committee.

September 2005

Approved September 2011