

## **BYLAWS**

### *Oklahoma Chapter of the American Fisheries Society* (Revised 9 September 2006)

#### Section 1 - Name and Objectives

The name of this organization shall be the Oklahoma Chapter of the Southern Division of the American Fisheries Society, and herein after referred to as the Chapter, Division and Society respectively.

The objectives of the Chapter shall be those of the Society as set forth in Article I of the Constitution, and to encourage the exchange of information by members of the Society residing within the State of Oklahoma.

#### Section 2 - Membership

Official membership of the Chapter shall be composed of those Society members in good standing residing in Oklahoma. Only active members of the Chapter and Society may hold an office, chair a committee, or vote on Chapter affairs. Non-members of the Society interested in fishes, fisheries, and all other phases of fishery science and practice are encouraged to participate in Chapter activities.

Members of the Oklahoma State University (OSU) Student Subunit shall be recognized as Chapter members.

#### Section 3 - Meetings

The Chapter shall hold at least one meeting annually at a time and place designated by the Executive Committee. The program and presentation of papers shall be the responsibility of the Program Committee.

#### Section 4 - Officers

- a. The officers of the Chapter shall consist of a President, President-Elect, Past-President, and a Secretary-Treasurer.
- b. All officers must be members in good standing of the Chapter.
- b. Officers shall be elected at the annual meeting. The Secretary-Treasurer may hold office for a period longer than one year, but the term of the other officers shall be one year. In case of a vacated position, the Executive Committee shall appoint a qualified replacement to fill an unexpired term.
- c. The term of office for all elected officers shall terminate immediately following the election and installation of new officers at the annual meeting.

d. In the event of a cancellation of an annual meeting, the officers and the members of any committees shall continue to serve until the next scheduled meeting.

#### Section 5 - Duties of Officers

The President of the Chapter shall preside at all meetings, shall serve as the Chair of the Executive Committee, shall represent the Chapter to the Southern Division and to the American Fisheries Society, shall make such appointments and perform other duties and functions as are authorized and necessary, and proceed to the office of Past-President at the end of the term.

The President-Elect shall be Chair of the Program Committee and shall assume the duties of the President in the event of his inability to act.

The Secretary-Treasurer shall keep the official records of the Chapter, collect and be custodian of registration fees collected under Section 8 of these Bylaws, and any funds which may be allotted to the Chapter. The Secretary-Treasurer must submit a report on minutes of meetings to the Executive Director and to the Secretary-Treasurer of the Division within 30 days after the annual Chapter meeting is held. The Secretary-Treasurer shall disburse funds as may be authorized and necessary, and shall submit a record of receipts and disbursements at the annual Chapter meeting. The Secretary-Treasurer shall perform such duties as may be requested by the Secretary-Treasurer of American Fisheries Society and of the Southern Division.

The immediate Past President shall serve on the Executive Committee and assist other officers as needed.

#### Section 6 - Executive Committee

The Executive Committee of the Chapter shall consist of the elected officers, ~~and~~ the immediate Past President, and the President of the OSU Student Subunit. The committee is authorized to act for the Chapter between meetings and to perform appropriate duties and functions.

#### Section 7 - Chapter Committees

Committees and the Chairs of Committees except as listed in Section 5 of these Bylaws, may be appointed by the President as may be necessary for the conduct of Chapter activities.

The terms of office for members of Chapter Committees shall end upon the discharge of the duties for which they were appointed, or at the next annual meeting of the Chapter, whichever comes first.

#### Section 8 - Dues and Fees

The Executive Committee shall establish annual dues subject to approval of the members voting at the annual meeting.

Application for Chapter memberships may be received by the Secretary-Treasurer of the Chapter and shall be forwarded to the Secretary-Treasurer of the Society.

The Executive Committee may assess each registrant attending annual meetings of the Chapter a registration fee necessary to cover the costs of the meeting and Chapter activities. Collections shall be made by the Secretary-Treasurer and disbursements shall be made for financing the Chapter operations, as may be directed by the membership or by the authorization of the Executive Committee.

#### Section 9 - Voting and Quorum

Decisions at meetings of the Chapter shall be in accordance with Article IV of the Constitution of the American Fisheries Society and the latest edition of Robert's Rules of Order.

A quorum at any meeting for the transaction of official business shall be one-third of the Chapter membership.

Business and voting may be conducted via mail or electronic media if approved by the Executive Committee.

#### Section 10 - Amendments of the Bylaws

The Bylaws of the Chapter may be amended and approved in accordance with Article IV and Article VI of the Constitution of the American Fisheries Society and by Section 9 of these Bylaws.

The Bylaws of the Chapter may be amended by a two-thirds majority approval of those members voting, providing that prior notice of at least 30 days be given to the membership of the proposed change(s).

Said change(s) must be approved by the Governing Board of the Society. Amendments take effect when the Unit receives written notice of their approval by the Governing Board from the Executive Director.