

**NORTH CAROLINA CHAPTER**

**AMERICAN FISHERIES SOCIETY**

**BYLAWS**



American Fisheries  
Society

**2010**

Chartered, September 10, 1990  
Revision 1, June 2001  
Revision 2, December 2002  
Revision 3, March 2010

---

**American Fisheries Society**  
**BYLAWS OF THE NORTH CAROLINA CHAPTER**

**ARTICLE 1. NAME AND OBJECTIVES**

(a). The name of this organization shall be the North Carolina Chapter of the American Fisheries Society, hereinafter referred to as the Chapter.

(b). The objectives of the Chapter shall be those of the American Fisheries Society (Society), and especially, to encourage exchange of information among Chapter members and with the general public.

(c). The Chapter shall not be operated for profit, and no profit shall accrue to the benefit of any individual connected with the organization except in consideration for services rendered.

**ARTICLE 2. MEMBERSHIP**

(a). The membership of the Chapter shall be composed of individuals who have an interest in the fisheries and related issues of importance to the State of North Carolina.

(b). Only active dues-paying members of the Society may hold office or chair a committee in the Chapter.

**ARTICLE 3. MEETINGS**

The Chapter shall hold at least one meeting annually at a time and place established by the Executive Committee. Special meetings may be called by the President with approval of the Executive Committee.

**ARTICLE 4. OFFICERS**

(a). The officers of the Chapter shall consist of President, President-Elect, and Secretary-Treasurer. Each must be an active member of the Society.

(b). Officers shall be elected by electronic ballot or mail ballot received by the members at least 15 days prior to the annual meeting.

(c). Officers shall serve one-year terms except for the Secretary-Treasurer who will serve a two-year term. The term of office for all elected officers shall terminate immediately following the election and installation of new officers at the annual Chapter business meeting whereupon the President-Elect shall automatically be installed as the new President. No one may hold two elective positions simultaneously in the Chapter.

(d). In the event of a cancellation of an annual Chapter business meeting the officers and members of any committee shall continue to serve until the next scheduled meeting. In the event of a vacated position, the Executive Committee shall appoint a qualified replacement to fill the unexpired term.

(e). No elected officer or appointed committee member of the Chapter shall receive any salary or other compensation. Expenses may be defrayed from funds available to the Chapter when authorized by the Executive Committee.

#### **ARTICLE 5. DUTIES OF OFFICERS**

(a). The President of the Chapter shall preside at all meetings, chair the Executive Committee, make appointments, serve as a voting member of the Executive Committee of the Southern Division of the American Fisheries Society (Southern Division) and a non-voting member of the Society's Governing Board, and perform other duties and functions as are authorized and necessary.

(b). The President-Elect shall chair the Program Committee and shall assume the duties of President in the event of the Chapter President's inability to act. The President-Elect shall assume the presidency upon expiration of the current President's term.

(c). The Secretary-Treasurer shall keep the official records of the Chapter, submit minutes of the annual Chapter business meeting to the Society's Executive Director and the Southern Division's Secretary-Treasurer within 30 days after each meeting. The Secretary-Treasurer shall also collect and be custodian of registration fees collected and any funds which accrue to the Chapter; disburse funds as may be authorized and necessary; maintain and file tax records as necessary to retain the Chapter's 501(c)(3) status and for review by Society officers and staff as needed or required; submit a record of receipts and disbursements at the annual Chapter business meeting; and discharge other duties as requested by appropriate Society officers. In the event that neither the President nor the President-Elect can serve in their capacity, the Secretary-Treasurer shall serve pro-tempore.

(d). The Past President shall serve on the Executive Committee, chair the Nominations Committee, and assist other officers as needed.

## **ARTICLE 6. CHAPTER COMMITTEES**

(a). Committees and Committee chairs shall be appointed by the President as may be necessary for the conduct of the Chapter's business. The committees shall include but not be limited to Nominations, Program and Arrangements, and Awards. The terms of office for members of Chapter Committees shall end upon the discharge of the duties for which they were appointed, or the next annual business meeting of the Chapter, whichever comes first.

(b). Executive Committee – Shall consist of the elected officers and immediate Past-President. The Committee is authorized to act for the Chapter between meetings and perform appropriate duties and functions. A quorum is required for transaction of official business at an Executive Committee meeting. A quorum for an Executive Committee meeting shall consist of three of the four members. Executive Committee members may appoint a proxy. 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. Executive Committee meetings are called by the President.

(c). Nominations Committee – Shall be composed of three members of the Chapter including the Past-President as chair. The Nominations Committee shall present a slate of no more than two candidates for each elective position, namely President-Elect and Secretary-Treasurer. Prior approval shall be obtained from said candidates.

(d). Program and Arrangements Committee – Shall be composed of three members of the Chapter including the President-Elect as chair. It shall be the responsibility of the Program Committee to develop an interesting and informative program and agenda for the annual Chapter meeting. The program agenda shall be given to the Secretary-Treasurer prior to the meeting date for distribution to the membership. The Committee shall also make the necessary contacts to provide meeting places, accommodations, and any arrangements that will provide for the success of a meeting.

(e). Awards Committee – Shall be comprised of three members of the Chapter. It shall be the responsibility of the Committee to provide judging for student and professional paper presentations at the annual meeting; solicit nominations for the Chapter's Distinguished Service Award and the Fisheries Conservation Award and make recommendations to the Executive Committee; review Student Travel Awards applications and make recommendations to the Executive Committee on student recipients; and ensure Meritorious Service Awards are presented to Chapter members who have dutifully served as officers on the Executive Committee.

## **ARTICLE 7. VOTING AND QUORUM**

(a). Decisions at Chapter meetings shall be made by a vote of members who have paid their Chapter dues.

(b). A quorum at any meeting for the transaction of official business shall be at least 20 members of the Chapter.

(c). Business and voting may be conducted via mail or electronic media if approved by the Executive Committee. Members must be given at least 30 days to return their ballots. A minimum of 20 valid ballots must be received to constitute a recognized vote.

(d). Decisions shall be by a majority except that a motion for amendment of these Bylaws shall require a two-thirds majority.

(e). For election of officers, the nominees receiving the largest number of votes (a plurality) shall be declared winner.

(f). 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.

#### **ARTICLE 8. DUES AND REGISTRATION**

(a). Annual dues for membership in the Chapter shall be established by the Executive Committee, subject to approval of the Chapter Members voting at the annual meeting, and must be paid before the next annual Chapter business meeting.

(b). The Executive Committee may assess each registrant attending 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 Chapter operations, as may be directed by the membership or authorized by the Executive Committee.

#### **ARTICLE 9. DISSOLUTION**

Upon dissolution of the Chapter, all assets and records will revert to the Society (presently exempt from federal tax under the provisions of Article 501(c)(3) of the

Internal Revenue Code) for the disposal in the best interest of the Chapter's former members or of the Society, as described by the Governing Board.

#### **ARTICLE 10. BYLAWS, RULES, AND PROCEDURES**

(a). The Bylaws of the Chapter may be amended upon recommendation of three-fourths of the Executive Committee. Proposed amendments shall be circulated in writing to the membership at least 30 days prior to any regular meeting at which a vote is to be taken. Such amendments shall pass upon approval by a two-thirds majority of a determined quorum as outlined in Article 7.

(b). A petition for amendment of the Bylaws signed by no less than 50 percent of the members irrespective of any action relative thereto taken by the Executive Committee in pursuance of Paragraph (a) of this Article, shall be circulated to the membership at least 30 days prior to any vote. Such amendments shall pass upon approval by a two-thirds majority of a determined quorum as outlined in Article 7.

(c). Following approval by Chapter membership, Bylaws amendments must be submitted to the Society's Executive Director within 45 days of Chapter approval of the amendment.

(d). Amendments of Chapter Bylaws must be reviewed by the Governing Board for conformity with the Society's Constitution, Bylaws, and Rules, and do not take effect until the Executive Director sends written notice of the Governing Board's approval.

(e). Procedures are the established level of documentation of Chapter operations to provide continuity in the conduct of Chapter business. The Procedures may be suspended or amended by a simple majority vote of the Executive Committee.