

October 2, 2017

Note to Reviewers: If you have received this planned change to the Chapter bylaws in the mail it is because you have no known email address and the current bylaws require all members to be able to review and comment. Please review and submit any comment that you have to these planned changes to the attention of Larry "Sandy" Stanford along with any remittance of membership dues for 2018 membership fee. Alternatively, if you have an email address/computer, you can access the document in the Member Login area of the Chapter web site at http://www.iwlafred-rapp.org/member_login.htm. Either way, you may send your comments to Jim Lloyd at james.d.lloyd@homemail.com. Note well: Make sure you provide your suggested wording for any changes along with your supporting rationale. If no supporting rationale the comment might be ignored. Please respond by October 29, 2017. The draft document follows:

*Fredericksburg-Rappahannock Chapter
Izaak Walton League of America
Draft Revision to Bylaws (September 2017)
Membership review version (second cycle)*

This document reflects the current Bylaws of the Fredericksburg-Rappahannock Chapter of the Izaak Walton League of America. Previous Amendments have been included and updated to render this current Bylaw Version.

ARTICLE I: MEMBERSHIP AND DUES

Section 1. Classes of Membership:

A. Individual Membership: As listed in this article, shall include one adult at or over the age of 18 years who ~~The individual~~ has been voted on and accepted into membership, met new member requirements at time of joining, and has paid initiation fees and annual dues.

B. Family Membership: As listed in this article shall include two adults at or over the age of 18 years and their natural, adopted or foster children under the age of 18 years residing together at a single residence. ~~and their immediate ate children under the age of 18 living at the same address.~~ An adult dependent at or over the age of 18 years of age residing in a member's residence must have their own separate and individual membership. As for an individual membership, a family membership must have been voted on and accepted into membership, met new member requirements at time of joining, and paid initiation fees and annual dues.

~~C. Student Membership applies to a full time undergraduate student over the age of eighteen.~~

~~D. Senior Citizens Membership applies to a citizen over the age of 65 with five consecutive years~~

of membership.

CE. Hardship Cases: Addressed on a case-by-case basis by the Board of Directors.

Section 2. Guests: All Guests of the Chapter must be accompanied by a Chapter Member while on the Chapter grounds.

Section 3. Membership Dues, Requirements, and Privileges

A. Annual membership dues shall be established by the Board of Directors at the July Board meeting and voted upon by the membership at the August Chapter meeting, payable on or before December 31 of each year.

B. Non-payment of dues as of January 31 automatically expels a Member.

C. Any ~~prior~~ Member whose ~~dues have membership has~~ lapsed for nonpayment of dues and who wishes to rejoin shall be considered a new applicant. The Member that wants to rejoin shall, and be subject to all the requirements for new membership, including being voted on by the membership and paying one full year of dues and an initiation fee. In addition, the member shall again be subject to the requirement for providing 20 hours of volunteer working hours during the first 12 months of renewed membership. The Board of Directors shall have the authority to waive the initiation fee on a case-by-case basis.

D. Applicants for membership must be of sound character and sponsored by a Member in good standing for twelve consecutive months. Good standing means the Member is current on all dues, consistently adheres to all Chapter rules, and is not facing any disciplinary action.

E. The prospective member must appear before the Membership Review Committee prior to completing a membership application.

F. The prospective member membership application, initiation fee and dues must be presented and paid prior to the prospective member's acceptance voting at the Chapter Membership Meeting.

G. The sponsor of an applicant is responsible for informing the prospective member applicant of the date, time, and meeting place of the applicant's acceptance vote at a regularly scheduled Membership meeting. The applicant and their sponsor must be present at this Chapter meeting. The applicant will be escorted from the meeting room during the vote on the applicant. A two-thirds majority vote of the Members present, if affirmative, shall elect the applicant to membership.

H. If the Chapter Members reject do not favorably consider the applicant during the Chapter's acceptance voting, the sponsor may thereupon withdraw the application of the applicant. If the sponsor declines to withdraw the prospective member's application, the Membership Chairman shall report this to the membership body Chapter not later than at its next succeeding regular meeting for another vote thereupon, at which time a two-thirds vote of Members present shall be

final in the matter. Such vote by the Chapter, considered an appeal vote, shall be by Secret Written Ballot.

I. If a new Member does not meet first year requirements, as defined by the Operational Policies, the Member will be provided the options to pay a monetary fine, appear before the Board of directors to explain reasons for not meeting the first year requirements or ~~will be automatically~~ expelled automatically on the first anniversary of their membership. If the Member is expelled, access to the park will be suspended immediately; however, membership in the National Chapter will continue until the end of the membership year.

Section 4. Only Members in good standing shall be eligible to vote at meetings or otherwise enjoy the privileges of the organization.

Section 5. Any Member, who by his or her conduct, violates the ethics or any of the Operational Policies or rules of this Chapter or of the National Organization may be expelled from membership or otherwise disciplined by a two-thirds vote of the Board of Directors at a hearing at any scheduled or specially called any Board meeting, provided the accused has been given at least seven (7) calendar days' notice of the proposed action through written correspondence sent to the accused Member's recorded home address ~~or e-mail of the proposed action, and is given~~ giving the accused member an opportunity to be heard before the Board. All charges must be supported by a ~~written~~ statement in written form by the aggrieved Member.

Section 6. Any Member whose connection with this Chapter has been severed by resignation, death, expulsion, or other circumstances shall forfeit all interests in any funds or property belonging to the Chapter.

ARTICLE II: MEETINGS

Section 1. Regular Membership meetings of the Chapter shall be held on the first Thursday of each month at the Chapter House unless otherwise ~~specified~~ specified in ~~the Monthly Bulletin~~ an electronic reminder released ~~by electronic communication~~ through the Chapter website or via email ~~and~~ and/or a printed notice posted at the Chapter House.

Section 2. Special meetings of the Chapter may be called at any time by the President or a majority of the Board of Directors, or not less than one-fifth of the Members present at any regular Membership meeting. Notification shall be by ~~written or printed~~ electronic notice and/or a written notice posted on the glass encased Chapter House bulletin board on the porch of the Chapter House. The notice is to provided via email stating state the purpose, time, and place of such meeting, at least ten (~~14~~) calendar days before the time of such meeting.

Section 3. Thirty (30) Members shall constitute a quorum at ~~a duly called~~ any regularly scheduled or specially called Membership meeting.

ARTICLE III: BOARD OF DIRECTORS

Section 1. The Chapter Board of Directors is composed of Chapter Officers and seven Directors. The Chapter Officers are the President, Vice-President, Secretary, and Treasurer.

Section 2. The Board of Directors shall meet at least once each month. The time and location shall be at the discretion of the Board.

Section 3. A majority of the Board of Directors shall constitute a quorum for transacting business.

Section 4. Special meetings of the Board of Directors shall be held at the call of the President or majority of the Board of Directors, ~~released by and communicated electronically or by telephone to Board Members electronic communication through the Chapter website calendar, email, and printed notice posted at the Chapter House~~ stating the purpose, time and place of such meeting, at least ten (10) calendar days before the time of such meetings.

A notice of the special meeting and whether the meeting is open or closed to general membership participation shall be posted to the Chapter calendar and/or posted on the Bulletin Board on the Chapter House porch.

Section 5. An emergency meeting of the Board of Directors may be called if warranted by the circumstances to consider any matter demanding a quick consideration and resolution (an emergency is an event requiring Board consideration that cannot await the 10 calendar days required for a special meeting). Such a meeting will be communicated via electronic means or telephone and will require a quorum to properly consider the matter. The meeting might be either closed or open and to the extent possible will be posted on the Chapter calendar and/or posted on the Chapter Bulletin Board on the Chapter House porch.

Section 6. The Board of Directors shall direct and manage the Chapter. It shall act fairly and equitably when exercising its fiduciary and management duties and shall arrive at decisions within its authority for which there is a reasonable basis. The Board of Directors shall use its discretion and judgment and shall be uninfluenced by any consideration other than what they believe to be in the best interest of the Chapter. The Board of Directors shall make such rules and regulations necessary for the use and management of the Chapter, control the expenses and liabilities of the Chapter and shall take appropriate action to protect the assets of the Chapter.

ARTICLE IV: DIRECTORS

Section 1. Only Members in good standing for a minimum of two years shall be eligible to hold a Director position. Directors are normally elected for two-year terms. Elections for three Director positions occur every year, unless filling a vacated position.

Section 2. Each Director is responsible for performing their designated duties and leading or actively participating on a committee.

Section 3. One Director serves as the Membership Director. The Membership Director shall keep an accurate record of the Chapter membership and coordinate with the National Office to ensure accurate membership records and payment of dues.

Section 4. The Past Chapter President serves as a Director until replaced by the next outgoing President.

Section 5. If a vacancy occurs in any Director position, for any reason, the Board of Directors, at any regular or special meeting, may elect a successor or successors to hold office until the next regular election.

ARTICLE V: CHAPTER OFFICERS

Section 1. Only Members in good standing for a minimum of two years shall be eligible to hold any elected office. The Board of Directors has the authority to waive the two year requirement.

Section 2. All officers shall be elected to hold office for the term of one year unless removed or a vacancy otherwise is created.

Section 3. The President shall be the Chief Executive Officer of this Chapter. The President shall preside at all Chapter meetings and perform other duties as ordinarily pertain to the office.

Section 4. The Vice-President shall, in the absence of the President, perform the duties of the President and other such duties as assigned by the Board of Directors.

Section 5. The Secretary shall draft communications and keep an accurate record in electronic and hardcopy permanent form of all business transactions and perform other duties as assigned by the Board of Directors.

Section 6. The Treasurer shall be responsible for and perform duties related to the finances of the Chapter. Upon the Treasurer's vacating the office she/he shall turn over to his successor all funds and records in his possession belonging to the Chapter. At a minimum, an external audit shall be ~~scheduled conducted~~ within 30 days of the Treasurer vacating the office. ~~The Treasurer and other Officers / Directors of the Chapter handling money shall furnish satisfactory bond, the cost of which shall be paid for by the Chapter.~~

Section 7. If a vacancy occurs during the year in any one or more of the above offices, for any reason, the Board of Directors, at any regular or special meeting, may elect a successor or successors who shall hold office until the next regular election.

ARTICLE VI: REMOVAL OF CHAPTER DIRECTOR OR OFFICER

Section 1. Removal of Director or Chapter Officer from the Board of Directors

A. A Director or Chapter Officer may be requested to relinquish their position by majority vote of the remaining Board of Directors if they are:

- Absent from three or more Board of Director meetings per year without prior justification (September-September).
- Absent from three or more Chapter Membership meetings per year (September-September) without prior justification.
- Not performing their position responsibilities at any time for more than 45 consecutive days.

- Not leading or actively participating in a committee at any time for more than 45 consecutive days.
- Unable to perform their position responsibilities due to any uncontrollable circumstances for more than 45 days.

B. If a Director or Chapter Officer refuses to relinquish their position when requested by the Board of Directors, then a Motion to Remove the Director or Chapter Officer must be made at a Chapter Membership meeting and obtain a majority approval. Such vote by the Chapter membership shall be by Secret Written Ballot. Count of ballots shall be completed by designated individuals and a witness designated by the Director or Chapter Officer in question.

ARTICLE VII: ELECTIONS AND NOMINATING COMMITTEE OPERATIONS

Section 1. The annual election of Officers and Directors shall take place at the regular Chapter Membership meeting in August. At the preceding March meeting of the Chapter, ~~in each year,~~ the President shall appoint a Nominating Committee to consist of at least three (3) Members of the Chapter, one of whom will be designated Chairman. This Committee shall make its report at the June meeting. Nominations from the floor for Officers and Directors will be accepted at the August meeting. Newly elected Officers/Directors are to be formally installed at the following September Chapter Membership meeting.

Section 2. Nominating Committee Operations:

- A. The Nominating Committee shall confer with each incumbent Board Members to determine if the incumbent desires to run for their position in the August upcoming elections.
- B. The Nominating Committee shall announce available vacant positions (if any remain after step A.) and solicit potential candidates.
- C. All potential candidates must communicate their interest and qualifications to the Nominating Committee.
- D. If two or more candidates are interested in the same vacant position, the Nominating Committee shall hold a meetings to separately interview candidates in a panel format asking the same questions to all. The Nominating Committee is required to nominate one candidate for each position. Any A additional interested candidates must be nominated from the floor during the August meeting.

~~E.~~

ARTICLE VIII: COMMITTEES

Section 1. The Chapter President, with the consent and approval of the Board of Directors, shall appoint such Standing and Special committees as the Board of Directors shall direct. The President shall be an ex-officio Member without vote of all committees.

ARTICLE IX: FINANCES

Section 1. The fiscal year of the Chapter shall begin on the first day of January and end on the thirty-first day of December of each year.

Section 2. All funds of the Chapter shall be deposited in a timely manner by the Treasurer or other Officer or Director, in the name of the Chapter, in such bank or banks as may be designated by the Board of Directors.

Section 3. All disbursements shall be by check or electronic means signed by such person as the Board of Directors may designate.

ARTICLE X: OPERATIONS

Section 1. Routine business meetings will be guided by Robert's Rules of Order.

Section 2. No Member shall speak on or publicly announce positions, opinions or use the name of the Chapter, unless he/she has been given specific authorization to do so, ~~and/or~~ unless that information simply re-states the Chapter's active position or opinion.

Section 3. The House and Ground Rules, and the Pistol, Rifle and Shotgun Range Rules shall be posted in the Chapter House at all times and the Chapter Secretary shall be responsible to ensure that this posting is maintained at all times.

Section 4. The Board of Directors may establish, modify or revoke Operational Policies of the Chapter to govern routine operations. Operational Policies of the Chapter may be initiated by any Chapter Member or a Member of the Board of Directors during Board of Director Meetings through written and verbal presentation.

Section 5. New Operational Policies require documentation in the Board Meeting minutes, a majority approval vote by the Chapter Board of Directors, and a notification of new policies to the membership through website/email and verbal notification at the next regularly scheduled Membership Meeting.

Section 6. The Operational Policies are contained as an attachment to the Bylaws. Policies are updated monthly, as needed, by the Chapter Secretary, posted at the Chapter, and published on the Chapter Website after review and approval of the Board of Directors.

Section 7. The Bylaws of the Chapter shall serve as the operating guidelines and deviations from the Bylaws ~~them~~ are prohibited, unless properly amended.

ARTICLE XI: AMENDMENTS

Section 1.

A. These Bylaws may be amended as follows: A proposed amendment may be submitted in writing by any Member during a Board of Directors Meeting through written and verbal presentation. If it is voted and approved by two-thirds of the Board of Director, it shall then be published verbatim by the Secretary and posted on the Chapter Website at least 30 days prior to

the next regular or special meeting of the Chapter. At the Chapter Membership Meeting it will be voted upon and must achieve a two-thirds majority vote of the Members present for approval and shall become an amendment. If the proposed amendment is not approved by the Board of Directors, any Chapter Member may carry it to the Chapter Membership at a Chapter Meeting for vote and must achieve a two-thirds approval majority vote of the Members present to become an amendment. All amendments shall be numbered consecutively, the first to be Amendment Number 1.

B. Within ten (10) days of approval, a copy of any Amendment to the Bylaws shall be provided on the Chapter Website and maintained in hardcopy in a book at the Chapter House. ~~Postcards will be sent to notify members that do not have a member email address in the Membership database.~~

C. Every five years, the Bylaws and Amendments shall be compiled, integrated, reviewed by the Board of Directors, and published.

The forgoing Bylaws were reviewed, approved and adopted by the Chapter on the 6th day of November 2014. Note: This draft amendment constitutes a revision to the November 6, 2014 Bylaws and will become official upon processing in accordance with Article XI, Section 1, item A of the Bylaws as written.

Herbert Pritchett
Chapter President

Joe Webb
Chapter Vice President

Barbara Pritchett
Chapter Secretary

Ralph Kinch
Chapter Treasurer