

By-Laws of Springfield Chapter of Missouri Trout Fishermen's Association

Revised 12/2/2021

Article 1

This Chapter shall govern itself in accordance with the Objects and Purposes of the Missouri Trout Fishermen's Association, Inc. as set out in its Articles of Incorporation and By-Laws. The Chapter shall not be operated for the individual gain or profit of any of its members.

Article II

Section 1. There shall be two types of chapter memberships.

(A) Chapter Memberships shall consist of the following

- (1) Junior members (under 16 years of age)
- (2) Family/individual
- (3) Contributing

(B) Honorary

- (1) Shall be selected by the Executive committee.
- (2) Shall be a person who has contributed notably to the welfare of the association, or who has made significant contributions to the conservation movement.
- (3) Shall not be eligible to vote or hold office.

Section 2. Dues shall be paid annually and shall be due January 1 and shall be considered delinquent March 1.

The annual dues shall be as follows: (this will begin in 2023)

Junior	\$3.00
Individual	\$20.00
Family	\$20.00
Contributing	\$25.00 (Minimum)

Any member on "active duty" status with any branch of the armed forces will not be required to pay membership fees.

The Executive committee may choose to waive the membership fee for Contributing Memberships.

Section 3. Any change governing membership or dues shall be approved by the Executive Committee.

Article III.

Officers and Executive Committee

Section 1. Officers shall consist of President, President-elect, Secretary, and Treasurer.

Section 2. Officers shall be elected by Chapter members yearly at the annual meeting in December.

Section 3. The Office of President shall serve one or two years.

The President shall appoint a Nominating Committee to select nominees for all offices and the Executive Committee. The Nominating Committee shall be composed of

three members and shall be approved by the Executive Committee. The nominating Committee shall meet and select nominees at least three weeks prior to the annual meeting, publicized by mailed notice to the membership at large two weeks prior to the annual election meeting. Nominations for officers may also be accepted from the floor of the election meeting.

Section 4. The Executive Committee shall consist of six members elected by the membership who will serve three-year terms. The Executive committee members shall be elected to serve the following:

- (a) Two members for three years.
- (b) Two members for two years.
- (c) Two members for one year.

Executive Committee members, who have served three-year terms, cannot be reappointed to the Committee until one year has lapsed from their last term of service.

The immediate past President shall serve as a voting member of the Executive Committee for the period of one year.

A quorum of the Executive Committee must be present to conduct Chapter business. A quorum shall consist of three members, present and voting.

Article IV.

Duties of Officers and Executive Committee

Section 1. The President shall preside at all meetings of the Chapter and shall be chairman of the Executive Committee and ex-officio members of all other committees. The President **shall** call special meeting when deemed necessary. He or she shall not have a vote except to cast the deciding vote whenever a tie occurs.

Section 2. The President-elect **shall** perform the duties of the President in the event of the absence, disability, or at his request. The position will succeed into the President position at the end of the previous President's term.

Section 3. The Secretary shall record the minutes of all meetings and shall have the custody of all books and records of membership, correspondence, and papers. The Secretary shall notify all members of the Executive Committee of any meetings and attend to the general correspondence of the chapter. The Secretary shall record member attendance at the monthly meetings and provide the opportunity for members to update their personal information.

Section 4. The Treasurer shall have custody of all funds of the chapter and shall deposit same in the name of the chapter in a depository designated by the Executive Committee. The Treasurer shall make payment of all authorized bills as directed by the Executive Committee or President and two Executive Committee members. Expenditures over \$100 require majority approval of voting members at the next monthly meeting after the expenditure is proposed.

Section 5. The Secretary and Treasurer positions may be combined for convenience if approved by the Executive Committee.

Section 6. The Executive Committee shall have the power to replace any officer or member of the Executive Committee they shall deem necessary for the betterment and welfare of the Chapter.

The Executive Committee shall propose a budget to the membership at the January meeting. This budget will be accepted by a majority vote of the attending membership at the January meeting.

The Executive Committee shall meet and function any time the President directs. The Executive Committee shall have the power to discipline or suspend any member who is guilty of violation of the Code of Ethics or has been proven guilty of violating wildlife regulation of Missouri.

The Executive Committee may, without meeting together, transact business by mail/electronic communication and vote on propositions mailed/electronic communication to the members by the President or the Secretary in letter ballots. Unless otherwise required by law, a majority of votes so cast before a stated time, not less than ten (10) days in

any case, will control unless otherwise stated. Any matters so voted shall not become effective until ten (10) days after the Secretary has mailed or emailed a report of the tabulated results of the vote to each Executive Committee Officer.

Article V **Dissolution of the Chapter**

Section 1. Upon the event of the dissolution of the Springfield Chapter, the following procedure shall be observed:

- A. 2/3 majority approval by vote of the Executive Committee is required before the question can go to the membership. Regular quorum requirements must be observed.
- B. 2/3 majority approval by vote of chapter membership at special, regular, or annual meeting. Regular quorum requirements must be observed.
- C. 30 day written notice to the chapter membership of intent, time, date, and location of chapter meeting before a vote for dissolution can be taken by the chapter. Written notice may be by U.S. Mail or common electronic means.
- D. upon dissolution, all remaining funds and property is to be transferred to the MTFAs State Council.

Article VI

Meeting of Chapter

Section 1. Chapter meetings shall be held monthly on the first Thursday of the month when practical. Notice to all members shall be included in the newsletter.

Section 2. The December meeting will be considered the “annual meeting”. The date will be selected by the Executive Committee. An election of officers and Executive Committee members will be held at this meeting except as provided in Article VI.

A quorum for transaction of business at any meeting shall be the number attending such meeting- a majority vote shall be necessary in all cases.

The Roberts’ Rule of Order shall be the standard of parliamentary practice and procedure at all meetings.

Article VII

Amendments

Article II of these By-Laws may be amended by the Executive Committee; all other amendments shall be made only by the members and shall require a favorable vote of two-thirds of the members present at any annual, monthly or special meeting of the Chapter, provided, however, that thirty days advance notice of any proposed amendment shall have been given to each member.

Amendments to these By-Laws shall become effective immediately after the vote of approval.

Article VIII

Committees and their duties

1. Program Chair:
 - a. To schedule programs for each meeting and publish this information in the newsletter
 - b. To keep in constant communication with the President
2. Education Chair
 - a. To coordinate educational program with MSU and the public or private schools.

- b. To work directly with the President and the Treasurer in these activities and notify the membership of these activities through the newsletter.
- 3. Social Chair
 - a. To coordinate, schedule, and plan all club social functions. (Examples – but not limited to) Christmas party, Valentines’ party, Watermelon feed and fish fries.
 - b. To work directly with the President, Treasurer and program chair in these activities and notify the membership of these activities through the newsletter.
- 4. Newsletter Editors
 - a. To write, publish and distribute the newsletter each month according to schedule prior to each monthly meeting.
 - b. To communicate with the President, program chair and other relevant individuals prior to publishing.
 - c. To work directly with the President and treasure in financing.
- 5. Librarian
 - a. To bring the library item submitted to the Librarian to each regular meeting. Over see Library item check in and out.
 - b. Maintain an accurate inventory of Library items and update Web page Library listings.
 - c. Work with the President and Treasurer in keeping with the budget.
 - d. To keep the fly box and encourage club members to contribute flies on a “put & take” manner.
- 6. Web Page Chair
 - a. To keep the computer Web page current and up to date.
 - b. To work with club officers, chairs, and members for information for the web page.
- 7. Membership Chair
 - a. To keep an up to date roster of members, addresses, phone numbers and e-mail addresses. Communicate a current list of membership to the Secretary.
 - b. Encourage the enlistment of new members and provide informational materials for distribution by the membership.
 - c. Collect dues and personal membership information and disseminate these to the Secretary and Treasurer.