

BYLAWS  
COOK INLET CHAPTER  
ALASKA SECTION  
SOCIETY OF AMERICAN FORESTERS

July 14, 1977

Article I, NAME

The name of this organization shall be the Cook Inlet Chapter of the Alaska Section of the Society of American Foresters.

Article II, OBJECTIVES

The objectives of this Chapter shall be to promote the interest and standards of the profession of forestry, to promote the practice of forestry, to afford opportunities for foresters to become better informed about local forestry matters and to provide for professional solidarity and fellowship among the members.

Article III, MEMBERSHIP

Sec. 1 The membership of the Cook Inlet Chapter shall consist of all grades of members of the Society of American Foresters.

Sec. 2 Members eligible to vote will be Members and Fellows.

Sec. 3 Membership in the Cook Inlet Chapter shall be limited to residents of that portion of Alaska lying south of the summit of the Alaska Range from 141° West Longitude on the east to Mt. McKinley on the west, and south of 63° north Latitude from Mr. McKinley to the Bering Sea.

Article IV, OFFICERS

Sec. 1 The officers of this chapter shall be a Chairman, Chairman-elect, Past Chairman, and Secretary-Treasurer.  
(Amended July 14, 1977)

Sec. 2 The Chairman-elect and Secretary-Treasurer shall be elected annually for a one-year term. At the close of the one-year term, the Chairman-elect shall automatically become Chairman, and at the close of the one-year term in that office, shall become the past chairman for a one-year term. Their term of office shall coincide with the term of Section officers.

In the event of a vacancy in the office of Chairman, the Chairman-elect shall succeed to that office and complete the unexpired term prior to serving his full term as Chairman. Should this occur, or if the office of Chairman-elect is otherwise vacated, that office shall be filled by special election. The newly elected Chairman-Elect shall serve the remainder of that term plus a full term. In the event of a vacancy in the office of Secretary-Treasurer, the Executive Committee shall appoint a new Secretary-Treasurer to serve the unexpired term. No Chapter officer may hold two offices concurrently.  
(Amended July 14, 1977)

Sec. 3 The duties of officers shall be:

Chairman: Preside over all general meetings of the chapter, serve as Chairman of the Executive Committee, appoint and counsel needed committees, and serve as official delegate of the Chapter to Section meetings.

Chairman-elect: Shall in the absence of the chairman preside at Chapter meetings, shall serve as Chairman of the Membership Committee, and assist the Chairman in the conduct of Chapter affairs.

Past Chairman: Shall in the absence of both the Chairman and Chairman-Elect preside at Chapter meetings and shall assist the Chairman in the conduct of Chapter affairs.

Secretary-Treasurer: Shall conduct all elections, maintain financial records, report activities of the Chapter to Chapter members and the Section, maintain a current roster of the Chapter membership, keep the minutes of the Chapter, conduct Chapter correspondence, and perform other duties as assigned.

(Amended July 14, 1977)

## Article V, COMMITTEES

Sec. 1 The standing committees of the Chapter shall be Audit, Executive, Forest Policy, Membership, Nominations, Program, and Tellers.

(1) Audit: The Audit Committee shall consist of three Fellows or Members appointed by the Chapter Chairman. This committee, at the conclusion of the fiscal year, shall audit the financial statements prepared by the Secretary-Treasurer. The Committee shall certify the accuracy of these financial statements and report the results of the audit to the Chapter Chairman and membership of the Chapter.

(2) Executive: The Executive Committee shall consist of the elected officers of the Chapter, give general supervision to the affairs and interests of the Chapter, and have the power to act for the Chapter on urgent matters.

(3) Forest Policy: The Forest Policy Committee shall consist of at least three fellows or members appointed by the Chapter Chairman. This committee shall study forestry issues, recommend positions, and review forest policies.

(4) Membership: The Membership Committee shall consist of a Chairman who will be the Chairman-elect of the Chapter and as many others as the Chapter Chairman may designate. All members of this committee shall be Fellows or Members. The committee shall actively promote membership in the Society including recruiting and advancing members, examine applications which originate within the Chapter boundaries, and forward such applications with recommendations for endorsement to the Section.

(5) Nominations: The Nominations Committee shall consist of at least three Fellows or Members appointed by the Chapter Chairman. This committee shall nominate from the eligible Chapter members at least two candidates for each elective office to be filled. The nominations shall be transmitted to the Chapter Chairman prior to the last Chapter meeting before an election. Prior to transmitting the nominations, the Committee shall confirm acceptance of the nomination by each nominee.

(6) Programs: The Programs Committee shall consist of three members appointed by the Chapter

Chairman. This committee in consultation with the executive committee shall arrange for the meeting place for each meeting and programs for certain selected meetings. Information on meeting locations and agendas shall be transmitted to the Secretary-Treasurer of the Chapter at least 10 days prior to the scheduled meeting date.

(7) Tellers: The Tellers Committee shall consist of three Fellows or Members appointed by the Chapter Chairman. This committee shall assemble at the time and place set by the Secretary-Treasurer to count ballots and shall certify election results to the Chapter Chairman and the Executive Committee.

Sec. 2 The Chapter Chairman may appoint special committees as needed.  
(Article V adopted July 14, 1977)

## Article VI, ELECTIONS

Sec. 1 Election of officers shall be by letter ballot.

Sec. 2 Nominations made by the Nominations Committee shall be presented to the membership through the committee report at the regular meeting in April. Nominations will be accepted from the floor during that meeting.

Sec. 3 The Secretary-Treasurer shall determine whether all nominees are voting members in good standing eligible to hold office and have accepted their nominations.

Sec. 4 (a) The Secretary-Treasurer shall mail a letter ballot to all voting members in good standing within the week following the April meeting. The Ballots shall:

- (1) state the offices to be filled,
- (2) list the names of the candidates for each office in alphabetical order, and
- (3) show the closing date for receiving the ballots.

(b) Each ballot shall be accompanied by a return envelope or post card addressed to the Chapter Secretary-Treasurer.

(c) The outcome of all elections shall be determined by a plurality or simple majority of those voting. The ballots shall be counted by the Tellers Committee which shall promptly certify the results of the election to the Chapter Chairman and Executive Committee. The elected and non-elected nominees and the Chairman of the Section shall be notified. The membership shall be informed of the election results at the next regular chapter meeting.

(Article VI adopted July 14, 1977)

## Article VII, FINANCES

No dues shall be charged. Assessments not to exceed \$5 per year may be voted by a two-thirds majority of those voting, by letter ballot, or at a regularly announced meeting, to carry out projects of the Chapter.  
(Formerly Article V)

## Article VIII, MEETINGS

Sec. 1 Regular meetings shall be held on the first Thursday of each month. Special meetings may be called at any time by the Executive Committee.  
(Amended July 14, 1977)

Sec. 2 In the event a regular meeting conflicts with a Section meeting or holiday or when otherwise appropriate, the Executive Committee may cancel the regular meeting or call it for a different date.  
(Amended July 14, 1977)

Sec. 3 Twenty percent of the voting members, including at least one member of the Executive Committee, shall constitute a quorum.  
(Article VIII formerly Article VI)

#### Article IX, POWER OF PETITION

A petition signed by at least 10 voting members will make a letter ballot of the voting membership mandatory; a two-thirds majority of those voting being sufficient to remove an officer from office for inadequate performance of duty, to schedule a meeting, or arrive at a decision on any matter upon which action has not been initiated by the Executive Committee or in a regular meeting.  
(Formerly Article VII)

#### Article X, AMENDMENTS

Additions or amendments to these bylaws require a two-thirds majority of those voting. All voting members must be provided with ballots 30 days before votes are to be counted.  
(Formerly Article VIII)