

BYLAWS  
OF  
SOUTHWEST CHAPTER  
OF THE  
RIVER MANAGEMENT SOCIETY

ARTICLE I  
MEMBERSHIP

**Section 1 – Eligibility**

Any individual who is a member in good standing of RMS (River Management Society) and residing in the states of Arizona, Colorado, New Mexico, Oklahoma, Texas, and Utah are members of the Southwest Chapter. All professional or lifetime RMS members and the designated representative of an organizational member will be granted full rights and privileges, including but not necessarily limited to: voting, printed materials, service on chapter committees, nomination and election to any office as provided in these bylaws, and full participation in all Chapter activities.

Associate and student RMS members are associate members of the Southwest Chapter. Associate members of the chapter entitled to all the benefits of membership, except they may not vote in Chapter elections nor hold an elected chapter office.

**Section 2 – Resignations and Terminations**

Resignation from membership in RMS will automatically result in termination from membership in the chapter.

**Section 3 – Suspensions**

Any suspension from RMS will concurrently result in suspension from the subsequent chapter.

ARTICLE II  
MANAGEMENT OF THE CHAPTER

**Section 1 – Administrative Structure**

The elected officers of the Chapter will be a President, Vice-President, Secretary and a Treasurer. Selection of officers is to be approved by the National Board of Directors. No salary will be paid to the officers.

Officers will hold office for a period of three years, preferably under staggered terms. All officers will hold office until their respective successors are elected.

**Section 2 – Election of Officers**

All officers will be elected by the general membership from a list of candidates forwarded by nominations from chapter members. All professional category members from the chapter may vote in chapter elections.

### **Section 3 – Elections**

Elections will be called for every three years by the chapter president. The elected officers will administer the election with the help of the Program Director. Ballots will be printed and sent by a general mailing to each member of voting status.

### **Section 4 - Staggered Election Terms:**

Beginning with the election to be held in the Fall of 2004, every effort will be made to adhere to the following election timetable. Unexpected vacancies will be filled according to Section II.5, with the intent for appointees to fulfill the remainder of the vacant officers' term. The chapter President may adjust this schedule to compensate for extenuating and special circumstances in the best interest of continuity and conducting chapter business.

Fall 2004: Elect Chapter Vice President & Chapter Treasurer; 3-year terms begin January 2005, expire December 31, 2007.

Fall 2005: Elect Chapter President & Chapter Secretary; 3-year terms begin January 2006, expire December 31, 2008.

Fall 2007: Chapter Vice President & Chapter Treasurer election cycle continues.

Fall 2008: Chapter President & Chapter Secretary election cycle continues

### **Section 5 – Vacancies of Office**

Any vacancy occurring in the Chapter officers will be filled by presidential appointment from a list of candidates submitted by the general membership. Should the position of President be vacant during a term, names will be submitted to the National RMS board for appointment until such time as elections are conducted. The terms of any appointment will be held to the original holder's term limit.

### **Section 6 – Expenses of Chapter Officers**

The Chapter officers may be reimbursed from the funds of the chapter for traveling expenses incurred for the purpose of attending meetings with the approval of the Chapter President.

## **ARTICLE III POWERS AND DUTIES OF THE CHAPTER OFFICERS**

### **Section 1 - President**

The **President** is responsible for coordinating two Chapter events; representing the Society at regional events; attending national Society events; appointing or electing State Stewards; submitting quarterly Chapter updates for the Society newsletter, actively pursuing articles of interest and coordinating with Program Director when Chapter is the RMS newsletter focus; organizing quarterly conference calls with Chapter officers and inviting the national President and Vice President; participating in quarterly conference calls with the Board; and attending Board meetings.

## **Section 2 - Vice President**

The **Vice President** is responsible for contacting new members and sending each a copy of the Chapter membership list which is maintained by the Chapter Secretary; promoting Chapter/regional issues for inclusion in the biennial symposium; and organizing Chapter elections or a process for selection of officers. Unless otherwise determined, should the President be unable to attend a meeting, the Vice President shall attend in the President's place.

## **Section 3 – Secretary**

The **Secretary** is responsible for maintaining current and past membership lists, including e-mail and telephone numbers; maintaining mail lists of river outfitters, river guides, private boating groups, river/watershed associations, other river-related conservation groups, and regional river users such as utilities and water districts; developing, maintaining and tracking Chapter displays and events for the Society's national display; assisting the Chapter Vice President with annual mailings; and developing and coordinating job-share and seasonal training opportunities; forwards articles and documents of special interest to the National Secretary for incorporation in RMS historical records.

## **Section 4 – Treasurer**

The **Treasurer** is responsible for maintaining accounts and paying bills; seeking funding sources; managing fund raising efforts; assisting the Chapter President with organizing events; and developing pro deals. The Treasurer will make payments and disbursements as directed by the approved budget or upon direction of the Chapter President. At least quarterly, the Treasurer will submit for Chapter Board review and approval, a listing of payments, disbursements and transfers of funds. At least yearly, provide a financial report to the Chapter membership through the RMS Newsletter. Provide the National Treasurer with an annual accounting of the Chapter's finances.

## **Section 5 – Execution of Instruments**

Agreements, conveyances, transfers, obligations, certificates, and other instruments and documents may be executed and delivered or accepted on behalf of the chapter by the President or his or her representative, provided that all expenditures involving monies or obligations over \$1000.00 or more must first be submitted to the entire group of chapter officers for approval.

# ARTICLE IV CHAPTER OFFICER PROCEDINGS

## **Section 1- Meetings**

The Chapter officers shall meet at least twice a year through a variety of methods. Conference calls and annual float trips will serve as methods of meetings for officers.

## **Section 2 – Decisions**

A simple majority of the voting officers shall comprise a quorum. The Chapter President, if unable to attend a meeting, may appoint another officer of that Chapter to represent the Chapter's interests. That representative shall have full voting rights for that meeting. No proxy votes are allowed.

## ARTICLE V COMMITTEES

### **Section 1-** Structure

The President will appoint standing committees with the concurrence of the other officers. Committees may be set in place from time to time as necessary. All such committees will be advisory in character and will report to and act under the direction of the President. Members of such committees can be reimbursed for any travel expenses incurred while attending regular committee meetings.

### **Section 2 –** Duties

Duties of each standing committee and other special committees will be determined by the Chapter Officers as appointed. Reports will be made to officers by the committees as needed.

## ARTICLE VI FINANCES

### **Section 1-** Fiscal Year

The fiscal year of the Chapter will coincide with the calendar year.

## ARTICLE VII AMMENDEMENT OF BYLAWS

The bylaws must be ratified by the Chapter Officers. Amendments may be made to the bylaws by a voting majority of the officers. Any amendments must be consistent with the constitution of RMS.