

AFS WASHINGTON-BRITISH COLUMBIA CHAPTER BYLAWS

PROPOSED UPDATES TO BE VOTED ON MARCH 12, 2025

ARTICLE I. Name and Objectives

1. The name of this organization shall be the Washington-British Columbia Chapter of the American Fisheries Society, hereinafter referred to as the Chapter and Society, respectively.
2. The objectives of the Chapter shall be those of the Society as set forth in Article 1 of the Constitution. In addition, the Chapter has the following objectives:
 - a. Advance the conservation and intelligent management of Washington and British Columbia aquatic resources within a context of sound ecological principles,
 - b. Gather and disseminate information pertaining to aquatic science and fisheries management, and
 - c. Promote the educational and technical aspects of the fisheries profession.
3. All activities of this Chapter shall conform to the Society's Constitution, Rules, and Procedures.

ARTICLE II. Membership

1. The membership of the Chapter shall be composed of those Society members in good standing residing or working in the State of Washington and the Province of British Columbia and any other AFS members who choose to join.
2. Only active members of the Society may vote, hold office, or chair a committee in the Chapter.

ARTICLE III. Officers

1. The officers of the Chapter shall consist of President, Vice-President, President-Elect, Past-President, Secretary, Treasurer, Communications Officer, **External Officer**, and a Student Representative. These officers constitute the Chapter's Executive Committee.
2. All officers must be members in good standing of the Society and the Chapter.
3. Candidates for officer positions shall be nominated by a nominating committee appointed by the Past-President. Officers shall be elected by a majority of ballots cast from the membership. The election method will be determined by the Executive Committee.
4. Terms of newly elected officers shall begin coincidental with the Parent Society annual business meeting.
5. The Vice President, President-Elect, President, and Past-President shall serve for a period of one year in each successive office, and shall be ineligible for re-election for a period of one

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year after the expiration of their term. The Secretary, Treasurer, [External Officer](#) and Communications Officer shall serve for two-year terms. The Student Representative will serve for one year.

6. In the event of a vacated position, the Executive Committee shall appoint a qualified replacement to fill the unexpired term.
7. If the Chapter fails to hold an election, officers shall serve until successors are duly elected in accordance with these Bylaws.
8. 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 IV. Duties of Officers

1. The President of the Chapter shall preside at all meetings, serve as the Chairperson of the Executive Committee, represent the Chapter to the Western Division and to the American Fisheries Society, and make such appointments and perform other duties and functions as are authorized and necessary, as further described in the Chapter Procedures. The President advances to the office of Past-President at the end of the term.
2. The President-Elect shall be Chairperson of the Program Committee, shall assume the duties of the President in the event of his/her inability to act, and fulfill other duties as further described in the Chapter Procedures. The President-Elect advances to the office of President at the end of the term.
3. The Vice-President shall be Chairperson of the Membership Committee, shall assist the Program Chairperson, and shall perform other duties as assigned and as described in the Chapter Procedures. The Vice President advances to the office of President-Elect at the end of the term.
4. The Past-President shall serve as the chair of the Nominating Committee, assist the other officers as needed, and fulfill other duties as further described in the Chapter Procedures.
5. The Treasurer shall collect and be custodian of Chapter funds, disburse funds as authorized by the Executive Committee, manage the Chapter budget, submit a fiscal report at the annual Chapter business meeting, and discharge other fiscal duties that may be required by the Executive Director of the American Fisheries Society and officers of the Western Division, and as described in the Chapter procedures.
6. The Secretary shall keep the official records of the Chapter, submit a copy of the minutes of the annual business meeting to the Executive Director of the Society within 30 days after said meeting, and discharge other duties that may be required by the Executive Director of the American Fisheries Society and officers of the Western Division.
7. The Communications Officer shall lead all activities related to transmittal of Chapter issues and activities to the membership and to the public, including dissemination of the Chapter newsletter, maintenance of the Chapter web site, and other duties as described in the Chapter Procedures.

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8. The External Officer shall oversee activities of Chapter Working Groups, providing a direct connection back to the ExCom. This includes maintaining a current list of Working Groups, their leaders and their members, as well as coordinating the working group meetings at the annual conference and providing support for the Working Groups where possible.
9. The Student Subunit Representative shall serve on the Executive Committee to represent all Washington – British Columbia AFS student members.

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ARTICLE V. Executive Committee

1. The Executive Committee of the Chapter shall consist of the nine elected officers, all of whom have equal voting privileges.
2. The Executive Committee is authorized to act on behalf of the Chapter between annual meetings.
3. A quorum, defined as a majority of the filled Executive Committee positions, is required for transaction of official business at an Executive Committee meeting. Executive Committee members may appoint a proxy who is a Chapter member in good standing.
4. 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.
5. Executive Committee meetings are called by the President and must be held at least four times per year, or as set forth in the Chapter Rules.

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ARTICLE VI. Meetings and Voting

1. The Chapter shall hold at least one meeting of the membership annually at a time and place designated by its Executive Committee. Special meetings may be called by the President with approval of the Executive Committee.
2. A quorum is required for transaction of official business and shall be 25 Chapter members.
3. Business and voting may be conducted via mail or electronic media if approved by the Executive Committee.
4. Unless otherwise specified in these Bylaws or the Constitution of the Society, business shall be conducted according to the latest edition of Robert's Rules of Order.
5. Decisions at meetings are by simple majority of Active Members voting, except 2/3 majorities are required to amend the Bylaws or suspend a Rule.

ARTICLE VII. Chapter Committees and Working Groups

1. Committees and Chairs of committees, except as listed in ARTICLES V and VI of these Bylaws, shall be appointed and charged by the President. The President may delegate authority to the chair to appoint members to their respective committees, subject to the approval of the President. Except for Standing Committees, these Chapter committees shall cease to function upon the discharge of the duties for which they were appointed or with the end of the term of the appointing officer.

2. Committees help the President and the Executive Committee conduct the Chapter’s affairs, and the chairs should report their committees’ activities, findings, and recommendations at annual Chapter meetings, at interim meetings of the Executive Committee, and for the mid-year and annual Chapter reports to the Western Division.
3. The Chapter has established the following Standing Committees:
 - a. Program
 - b. Nominations
 - c. Archive
 - d. Membership
 - e. Resolutions
 - f. Awards

4. Working Groups are informal in nature and are designed to support the Chapter Mission and assist in development of symposia, workshops and other activities related to the annual conference. Working groups must have a minimum of two members to be recognized, with at least one of them being the designated Working Group lead. They can be established simply by communicating their existence to the External Officer or the President. The Working Groups are reviewed annually by the External Officer, and reported on at the annual business meeting. A Working Group can be dissolved through a simple majority of the Executive Committee.

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ARTICLE VIII. Dues and Fees

1. The Executive Committee shall establish annual dues subject to approval of the members voting at the annual meeting.
2. The Executive Committee may assess registration fees for annual meetings.

ARTICLE IX. Student Subunits

1. The Chapter may include student subunits that are created and operated according to the guidance in the AFS Procedures Manual and whose Bylaws are approved by the Chapter Executive Committee and the Society Governing Board.

ARTICLE X. Bylaws, Rules and Procedures

1. The Bylaws are the defining document for the Chapter and take precedence over all other rules and procedures of the Chapter. The Bylaws cannot be suspended and cannot be changed without prior notice to members.
 - a. The Bylaws may be amended by a 2/3 majority of Active Members choosing to vote, provided that the proposed amendment(s) are circulated in writing to the membership at least 30 days prior to voting.
 - b. In accordance with the Society Constitution, all amendments shall be reviewed by the Society’s Constitutional Consultant for conformity with the Constitution, Rules

and Procedures of the Society. The Constitutional Consultant presents the adopted amendment to the Society Governing Board for approval.

- c. Amendments take effect when the Chapter receives written notice of their approval by the Governing Board from the Executive Director.
2. Rules are the next highest level of documentation of Chapter operations. They are generally established to facilitate the conduct of Chapter business, and to describe duties and responsibilities of officers and committees. They may be suspended or amended as follows.
 - a. The Rules may be suspended during an Executive Committee meeting, until the next annual or special Chapter members' meeting, by a 2/3 majority of the Executive Committee quorum.
 - b. The Rules may be suspended for the duration of an annual or special Chapters members' meeting by a 2/3 majority of members voting at the meeting.
 - c. The Rules may be amended by a simple majority of members voting at an annual or special Chapter meeting, or by electronic vote.
3. Procedures are the lowest level of documentation of Chapter operations. They are generally established 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.