

Article I

Name: The name of this organization shall be the "Maine Association of Wetland Scientists".

Article II

Purposes: To institute a non-profit organization that will promote the profession and understanding of wetland science in Maine and protect the public interest by:

- Establishing a code of ethics and maintaining high professional standards of practice.
- Establishing professional qualifications and certifying those qualifications to the public.
- Implementing and participating in educational programs pertaining to the study of wetlands and the profession of wetland science for the Association membership and the public.
- Supporting and contributing to the expansion of the wetland science research base.
- Promoting policies that contribute to the sound stewardship of wetland resources.

Definitions:

Wetland Science is the study of wetlands.

Profession of Wetland Science refers to the occupation of delineating, classifying, evaluating or studying wetlands by an individual with multidisciplinary expertise in wetland science.

Multidisciplinary expertise in wetland science means education in multiple scientific disciplines such as ecology, biology, zoology, botany, pedology, hydrology, geology, chemistry, and a combination of training and experience in wetland science.

Article III

Membership:

- Section A - Active Members
 - ~~Item 1. Must have practiced the profession of wetland science for at least 2 years (full time equivalent) and must possess a Baccalaureate degree with a minimum of 30 semester hours in multiple scientific disciplines such as ecology, biology, zoology, botany, pedology, hydrology, geology, and chemistry or be certified in wetland science at the state or federal level (Amended 3/4/05). All applicants for active membership must be approved by the Membership Committee.~~ Item 1. Must have practiced the profession of wetland science for at least 2 years (full time equivalent) and must possess a Baccalaureate degree with a minimum of 30 semester hours in multiple scientific disciplines such as ecology, biology, zoology, botany, pedology, hydrology, geology, and chemistry. All applicants for active membership must be approved by the Membership Committee.
 - Item 2. After December 31, 1990, only those members approved by the Membership Committee will be eligible to vote. Prospective members applying for active membership after December

31, 1990 must provide references from two professionals active in the field of wetland science. (NOTE: these references need not be members of MAWS.)

- Item 3. Active Members have voting privileges.
- Item 4. Only Active Members may serve on the Executive Committee or Chair standing committees.
- Section B - Affiliate Members
 - Item 1. Open to any person with an interest in wetland science.
 - Item 2. Do not have voting privileges.
 - Item 3. May be appointed to committees.

Article IV

Executive Committee:

- Section A - The Executive Committee of this Association will consist of the President, President-elect, Secretary, Treasurer, and the Chairpersons of the Standing Committees, ~~and the Member at Large.~~ (As amended 2/28/03)

This Committee shall:

- Item 1. Keep membership informed of activities related to the Association.
- Item 2. Set policy and guidance for the Association.
- Item 3. Establish the time, date, and place of all meetings.
- Item 4. Have authority to approve expenditures exceeding \$250.00.
- Item 5. Decide on matters of appeal in accordance with Article IV, Section K.
- Item 6. Oversee impeachment proceedings of any member of the Executive Committee and/or revocation of membership of any Association member.
- Section B - Duties of the President

The President shall:

- Item 1. Preside at the meetings of the Association.
- Item 2. Appoint the Chairs of non-standing committees.
- Item 3. Represent the Association both verbally and in writing on issues that affect the field of wetland science under the guidance of the Executive Committee and the membership.
- Item 4. The President is authorized to instruct the treasurer to pay bills of \$250.00 or less.

- Section C - Duties of the President-elect

The President-elect shall:

- Item 1. Preside over meetings in the absence of the President.
- Item 2. Support the President in his/her duties.
- Item 3. In the absence or at the request of the President represent the Association both verbally and in writing on issues that effect the field of wetland science under the guidance of the Executive Committee and the membership.

- Section D - Duties of the Treasurer

The Treasurer shall:

- Item 1. On the instruction of the President, have the authority to pay all bills of the Association of \$250.00 or less on his/her own signature.
- Item 2. Be responsible to give a written account at every regular meeting of all money received and expended.
- Item 3. Preside over meetings in the absence of the President and President-elect.
- Item 4. Submit an annual report for the past year and a proposed budget for the coming year, in writing, to the Association.

- Section E - Duties of the Secretary

The Secretary shall:

- *Item 1. Keep written and electronic records of all meetings. Send minutes of MAWS meetings to the membership. Send minutes of MAWS Executive Committee (EC) meetings to each of the EC members. Minutes of all meetings will be sent electronically unless specifically requested to be sent via the post office mail. Minutes of all meetings will be posted on the MAWS Web Site and it will be the responsibility of the Secretary to send the minutes to the person overseeing the Web Site.* ~~Item 1. Keep a written record of each meeting and send copies of the minutes of each meeting to the membership.~~
- *Item 2. Be responsible for notifying the membership at least 30 days prior to the MAWS Annual meetings and other MAWS meetings scheduled during the year. Notification will be in the form of post cards sent via the mail or will appear in the Obligate as well as on the Web Site. Notification for the EC meetings will be sent e-mail to the EC members and be posted on the Web Site for the membership at large.* ~~Item 2. Be responsible for notifying membership at least 30 days prior to meetings.~~
- Item 3. On the instruction of the President and in the absence of the Treasurer, have the authority to pay all bills of the Association of \$250.00 or less on his/her own signature.

Proposed
change:

~~Section F - Duties of the Member at Large~~

~~The Member at Large shall:~~

- ~~o Item 1. Function as a member of the Executive Committee in accordance with Article IV, Section A. (position removed as amended 2/28/01)~~

- Section G – Elections

- o Item 1. The President-elect shall automatically assume the office of President for the following year.
- o ~~Item 2. The immediate past President shall automatically assume the office of the Member at Large. (As amended 2/28/01)~~
- o Item ~~3~~2. The President-elect shall be elected by majority vote of the active membership ~~annually~~biennially. The President-elect ~~and~~and President, ~~and Member at Large~~ shall each serve ~~one~~two-year terms. (As amended 2/28/01)
- o Item 4. At the 1997 Annual Meeting, the Treasurer, Membership Committee Chair, and Ethics Committee Chair shall be elected to a one-year term. Beginning with the 1998 Annual Meeting and thereafter the aforementioned Committee Chairs shall be elected to two-year terms. Beginning with the 1997 Annual Meeting and thereafter, the Secretary, Program Committee Chair, and Legislative Committee Chair shall be elected to two-year terms. No member of the Executive Committee may serve more than two (2) successive terms in the same office.
- o Item 5. If during the first round of voting no candidate receives a majority, the two (2) candidates with the highest vote totals will be retained as candidates for as many rounds of voting as necessary to achieve a majority decision.

- Section H - Nominating Committee

- o Item 1. An Active Member shall be appointed as Chair to the Nominating Committee by the President at the annual meeting. The Chair shall select two other active members to consult in the nomination of up to two candidates for each available position.
- o Item 2. The committee shall report its nominations to the Executive Committee before the call of the annual meeting so that the nominations may be mailed to the membership. Additional nominations will be accepted from the floor at the annual meeting.

- Section I - Standing Committees

- o Item 1. Executive Committee
- o Item 2. Ethics Committee
- o Item 3. Membership Committee
- o Item 4. Program Committee
- o Item 5. Legislative Committee

- Section J - Ad hoc Committees

- Item 1. Ad hoc Committees shall be appointed as needed by the Executive Committee.
- Section K – Appeals
 - Item 1. The Executive Committee shall establish and oversee a process for appealing decisions of the Standing Committees that are not based upon a vote of the Active Membership (e.g., decisions of the Membership Committee regarding applications for Active Membership).

Article V

Dues:

- Section A - Dues for the following year shall be established for each level of membership at the first meeting of the Association and at the annual meeting of each following year by a majority vote of the Active Members present.
- Section B - Voting members who have not paid their dues to the Treasurer by the annual meeting shall lose their right to vote until such outstanding dues have been paid.

Article VI

Meetings:

- Section A - There will be an annual meeting in ~~February~~ March to elect officers and set dues. Regular meetings will be held three times per year. (As amended 2/28/03)
- Section B - The Executive Committee shall meet throughout the year as needed.
- Section C - Notice of all regular and special meetings will be mailed to the membership at least 30 days prior to meetings.
- Section D - Robert's Rules of Order shall govern the Association in all cases to which they are applicable, except in those instances where they are inconsistent with other parts of the Constitution of this Association.

Article VII

Code of Ethics:

- Section A - A Code of Ethics shall be developed by the Ethics Committee and approved by two-thirds vote of the active membership at the annual meeting or at a special meeting called for that purpose.
- Section B - The Code of Ethics must be submitted to the Executive Committee at least 60 days prior to the annual meeting, or special meeting called for that purpose, so that it can be mailed to the membership with the annual meeting notice.
- Section C - The Code of Ethics shall be amended to the Constitution upon approval by the Membership.

Article VIII

Amendments:

- Section A - Amendments to this Constitution can be voted upon only at the annual meetings or at a special meeting called for that purpose.
- Section B - Proposed Amendments must be submitted to the Executive Committee at least 60 days prior to the annual meeting, or special meeting called for that purpose, so that they can be mailed to the membership with the annual meeting notice.
- Section C - Before adoption, any proposed amendment must receive an affirmative vote of no less than two-thirds of the members present.

Article IX

A special election of the Executive Committee will be held within 60 days following the adoption of this Constitution. A Nominating Committee will be appointed for the selection of candidates, immediately upon adoption of the Constitution. In the interim 60 day period the Ad hoc Organizing Committee will perform the functions of the Executive Committee.

Constitution submitted: October 24, 1990.

Constitution adopted: October 24, 1990.

Amended: February 26, 1997

Amended: February 28, 2001

Amended: February 28, 2003

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March 26, 1999