

NATIONAL BOBWHITE TECHNICAL COMMITTEE BYLAWS

ARTICLE I. NAME, AREA, AND AFFILIATION

Section 1. Name - The name of this organization shall be the NATIONAL BOBWHITE TECHNICAL COMMITTEE (hereinafter referred to as the NBTC).

Section 2. Area - The NBTC shall have membership from states that have current or historic populations of wild Northern Bobwhite (Colinus virginianus; excluding C. v. ridgwayi).

Section 3. Criteria for Affiliation

Members shall consist of dues-paying wildlife professionals (*minimum B.S. degree in Wildlife or related science, or employed in full-time capacity in quail management position by a state or federal agency, recognized conservation group, or private company*) from member states. Other individuals may associate with the NBTC and be included on the mailing list by payment of annual dues if they have an interest in the conservation and welfare of wild bobwhite quail.

ARTICLE II - OBJECTIVES

Section 1. Objectives

- a. Identify factors responsible for population declines of bobwhites and other associated early successional wildlife species.
- b. Identify gaps in knowledge about bobwhite population dynamics, ecology, habitat management and the socioeconomics of quail hunting and habitat enhancement.
- c. Develop and implement solutions to specific bobwhite population, habitat and management problems.
- d. Prioritize regional research and management efforts.
- e. Provide sound, scientifically based information to stakeholders, administrators, and policy makers.
- f. Perpetuate the tradition of the sport of wild bobwhite quail hunting.

Section 2. Implementation - To achieve these objectives, the NBTC proposes to:

- a. Provide opportunities for better liaison among individual members, sportsmen, agencies, and organizations focused on problems related to the management of bobwhites.
- b. Provide an annual meeting of the NBTC as a forum for the exchange of ideas and actions to achieve objectives.
- c. Recognize and commend outstanding professional achievements in and contributions to bobwhite quail management.
- d. Encourage interaction between professionals through participation in NBTC committees.
- e. Promote and conduct coordinated research activities of regional and national significance.
- f. Provide information to policy makers to influence land use policy for the benefit of bobwhites.
- g. Utilize newsletters, web pages, magazine articles, and other media to disseminate information.

ARTICLE III. NBTC YEAR

Section 1. Operating Year. The NBTC operating year shall run from the close of one year's annual meeting to the close of the following year's annual meeting.

Section 2. Fiscal Year. The NBTC fiscal year shall run concurrent with the calendar year.

ARTICLE IV. VOTING MEMBERSHIP

Voting Members shall consist of those who have paid dues for the current year. Only NBTC voting members may hold office, vote on official matters affecting the NBTC, and officially represent the NBTC on business matters.

ARTICLE V. COMMITTEES, ELECTIONS AND OFFICERS

Section 1. Steering Committee. The Steering Committee shall be comprised of nine (9) persons of Voting Member status. Five (5) members will be from state wildlife agencies, 1 member will be from academia, and 1 member should be elected "at large." The term of each of these 7 positions shall be 2 years, and be filled by election by the voting membership on a staggered schedule to help maintain continuum of experience on this Committee. The eighth position shall be held in perpetuity by the Executive Vice President of Quail Unlimited, Inc. (or his designee) and the ninth position shall be held in perpetuity by the Vice President of Field Operations of Quail Forever (or his designee). The Northern Bobwhite Conservation Initiative (NBCI) Coordinator will serve on the Steering Committee as a non-voting member.

The chairmanship of the Steering Committee shall consist of the 3 state wildlife agency positions, in the form of a Chair (who will head the Committee), Chair-Elect, and Past Chair. Upon conclusion of their respective 2 year terms, the Chair will assume the Past Chair position, and will be succeeded by the Chair-Elect. If the Chair-Elect should resign or be unable to serve for any reason, when the term ends both the Chair and Chair-Elect positions would be filled by election by the voting membership. The Chair-Elect of the Steering Committee will also serve as the Secretary-Treasurer of the Steering Committee.

In order to be enacted, all matters upon which the Steering Committee votes must pass on a majority of votes. If a member is not able to attend a meeting in which issues will be voted upon, he/she will be afforded the opportunity to vote by absentee ballot within a reasonable period of time before which the matter must be resolved.

Section 2. Nominating and Elections Committee. The 3-member Nominating and Elections Committee shall be selected by the Steering Committee, and shall prepare a slate of at least 2 candidates for each of the positions to be elected that year.

CLAUSE A - All nominees must be Voting Members

CLAUSE B - Prior approval shall be obtained from said candidates.

CLAUSE C - Nomination slate shall be submitted to the membership at least 30 days prior to the annual meeting.

CLAUSE D - Additional nominees may be added to the Nominating and Elections Committee's slate upon the signed support of 6 or more members, provided prior approval has been obtained from each nominee.

Section 3. Balloting. Written ballots shall be received from the members by the Secretary-Treasurer and shall be counted by the Nominating and Elections Committee. For ballot counting purposes, the Steering Committee Chair shall appoint a replacement for any member of the Nominating and Elections Committee who has been nominated for an office.

CLAUSE A - Members in arrears shall forfeit their rights to vote during the period of delinquency.

CLAUSE B - A signed absentee ballot may be submitted to the Secretary-Treasurer by a member prior to the scheduled time for counting ballots.

CLAUSE C - The candidate receiving the largest number of votes on the written ballot shall be declared elected. No one may hold more than 1 elective position simultaneously.

CLAUSE D - If, as a result of extenuating circumstances, the annual business meeting is not held prior to October 30, elections will proceed immediately and elected officers will assume their duties effective December 1.

Section 4. Officers - Officers of the NBTC shall consist of the Steering Committee, and Chairs of Standing Committees in the NBTC.

Section 5. Standing and Ad hoc Committees. Standing committees shall consist of:

- a. Agricultural Policy
- b. Forest Management
- c. Cropland Management
- d. Grasslands/Grazing Lands Management
- e. Funding
- f. Publicity, Information and Education
- g. Research

Each Standing Committee shall be headed by a Chair and Vice-Chair, to be elected by simple majority vote of the standing committee members, and approved by the Steering Committee. Committee Chairs and Vice-Chairs will serve 2-year terms. Upon conclusion of their two-year terms, the Vice-Chair will assume the Committee Chair position. When a standing committee Chair resigns the Vice-Chair will assume the Committee Chair position and the Steering Committee Past Chair shall coordinate the nomination and election of a replacement Vice-Chair. When a standing committee Vice-Chair resigns the Steering Committee Past Chair shall coordinate the nomination and election of a replacement Vice-Chair. For all elections, nominations shall be solicited from the standing committee members and the Chair or Vice-Chair will be elected by simple majority vote of the standing committee. The name of the newly elected Chair or Vice-Chair will then be forwarded to the Steering Committee for approval. Each Standing Committee Chair will select persons from the membership to form the committee. Chair and Vice-Chair positions for all Standing Committees shall be reviewed annually by the Steering Committee.

Ad hoc committees may be initiated to investigate specific problem areas and make recommendations to the Steering Committee. *Ad hoc* committees and a Committee Chair will be selected by the Steering Committee after reviewing requests for committee action submitted by the membership. Funding requests from the Standing and Ad hoc committees must be approved by the Steering Committee before being implemented.

Section 6. Resignation. Any Steering Committee member, Standing Committee or Ad hoc Committee Chair may resign at any time by giving notice to the Steering Committee Chair. Voting members may resign at any time by giving notice to the Secretary-Treasurer, or will be considered to have resigned if annual dues are not paid within one year after the annual meeting.

ARTICLE VI. MEETINGS

Section 1. Annual Meetings. A meeting of the NBTC shall be held annually. The host state will be determined by the Steering Committee after reviewing requests from member states.

- CLAUSE A - TIMING AND PURPOSE - The NBTC annual meeting shall be held in August - October. The purpose shall be for conducting business, electing officers, and receiving reports from committees and member states.
- CLAUSE B - MEETING NOTICE - The dates for the annual meeting shall be determined by the Steering Committee, and the membership informed of these dates at least 4 months prior to the annual meeting.
- CLAUSE C - QUORUM - A quorum for conducting business at the annual meeting of the NBTC shall consist of at least 50 percent of the voting members, or at least 40 voting members, whichever is less.
- CLAUSE D - MEETING RULES - During sessions in which matters will be voted on, order of business and parliamentary procedures shall follow Robert's Rules of Order, latest revision.
- CLAUSE E - BYLAWS - NBTC Bylaws shall be available for inspection during every meeting. If these bylaws are revised, the new revision must be approved by the NBTC before becoming effective.
- CLAUSE F - ANNUAL MEETING TREASURER - The quail program coordinator from the host state wildlife agency will serve as the Annual Meeting Treasurer, and will coordinate with the NBTC Secretary-Treasurer concerning the meeting's finances.

Section 2. Steering Committee Meetings. The Steering Committee shall meet at least once annually, in January - March, as coordinated by the Chair. Additional meetings may be scheduled as needed. A member of the host state for the upcoming annual meeting will be invited to attend the Steering Committee meetings.

Section 3. Standing and Ad hoc Committee Meetings. These committees will always meet at the annual meeting, and will provide a report to the membership before the conclusion of the meeting. Meetings of these committees may also be held at any other time as needed.

ARTICLE VII. MANAGEMENT AND FINANCES

Section 1. Dues. An annual fee of \$15 will be charged to all who desire to be members of the NBTC or be included on the mailing list. The \$15 will be included in the registration at the annual meeting, or can be sent in separately within 3 months following the annual meeting. This fee will be used to cover printing or mailing costs, and associated expenditures approved by the Steering Committee.

Section 2. Finance. The funds of the NBTC shall be under the supervision of the Steering Committee and shall be handled by the Secretary-Treasurer. The financial records of the NBTC shall be periodically examined by the Audit Committee.

- CLAUSE A - AUDIT COMMITTEE - This committee shall consist of a chairman and at least 2 additional members. The chairman will be appointed by the Steering Committee Chair and can be anyone except the Steering Committee Chair or the Secretary-Treasurer. The Audit Committee shall review the financial records and support documents of the Secretary-Treasurer and Annual Meeting Treasurer at least annually. The committee shall also review these records and documents prior to any change in the office of the Secretary-Treasurer.

Section 3. Reports and Files.

- CLAUSE A - STEERING COMMITTEE CHAIR - The Steering Committee Chair will be responsible for maintaining historical records, meeting minutes, annual meeting summary reports, and other important papers.
- CLAUSE B - SECRETARY-TREASURER - The Secretary-Treasurer will provide records and reports as necessary to maintain the tax-exempt status of the NBTC, and will record minutes of Steering Committee meetings.
- CLAUSE C - ANNUAL MEETING TREASURER - The Annual Meeting Treasurer will be responsible for submitting an annual meeting financial report to the Secretary-Treasurer within 45 days after the conclusion of the annual meeting. He/she will also be responsible for compiling and presenting an Annual Meeting Summary Report to the Steering Committee Chair within 6 months after the conclusion of the annual meeting.
- CLAUSE D - STANDING COMMITTEE CHAIRS - Each Standing Committee Chair shall submit an annual report of committee activities in printed format to the Annual Meeting Treasurer within 30 days following the conclusion of the annual meeting. This report will be given verbally to the NBTC at the annual meeting.

ARTICLE VIII. RESOLUTIONS AND PUBLIC STATEMENTS

Resolutions of the NBTC, if submitted to the membership at least 30 days prior to the annual meeting, may be proposed at the annual meeting and passed by a majority of quorum votes. Resolutions not submitted to the membership at least 30 days prior to the annual meeting may not be brought forward for a vote, except by the approval of 2/3rds of a quorum.

A resolution passed by the NBTC shall become the official position of the NBTC. Other public statements or letters on behalf of the NBTC may be issued with prior approval of the Steering Committee.

Only NBTC officers or a designee of the Steering Committee Chair will officially represent the NBTC on business matters.

ARTICLE IX. AWARDS

Awards may be given annually, at the discretion of the Steering Committee, to individuals or groups that have made outstanding contributions to the knowledge and management of the bobwhite quail in the Southeast.

Nominations shall be presented to the Steering Committee Chair in writing within 30 days prior to the annual meeting. The Steering Committee is not limited to these nominations in selecting the recipient.

The award shall consist of a plaque or appropriate substitute which shall be presented at the annual meeting, if possible, for the recipient to retain permanently.

ARTICLE X. DISSOLUTION

The NBTC may be dissolved upon 3/4 majority vote of the voting membership. Upon dissolution, the Steering Committee may donate any financial assets of the NBTC to a non-profit management or research organization dedicated to the preservation of wild Northern Bobwhite quail.