

KENTUCKY SOCIETY OF NATURAL HISTORY
Bylaws

ARTICLE I - Name and Mission.

The name of the non-profit corporation as stated in the Articles of Incorporation is "The Kentucky Society of Natural History". The mission of the Society as stated in the Articles of Incorporation is:

- A. To promote study and interest in natural history and related branches of science.
- B. To encourage research in the field, in the laboratory, and through books, periodicals, monographs and other literature.
- C. To disseminate knowledge of the phenomena of natural history to the membership and to the general public.
- D. To publish and distribute the results of studies and research in natural history and allied fields.
- E. To conduct educational institutes, lectures, photographic displays, moving pictures, and to use other appropriate means to the end that our natural resources, animate and inanimate, be conserved and that wiser use be made of them for the general good of human society.

ARTICLE II - Policy

- A. The program of the Society shall be an educational program developed through its various state conferences and programs or their committees.
- B. The Kentucky Society of Natural History shall enter into the membership of other organizations without approval of the Board of Directors.
- C. The Kentucky Society of Natural History may cooperate with other organizations and agencies provided their representatives make no commitments to bind the group they represent without prior approval of the Board of Directors.
- D. The name of the State Society or officers shall not be used in connection with a commercial concern or partisan interest group for other than the regular work of the Society without the special approval of the state Board of Directors.

ARTICLE III - Membership, Classes, Voting Rights and Dues.

- A. Any person or organization may become a member of the Society.
- B. There shall be two classes of membership in the Society: Voting and Non-Voting.
 - 1. Voting members shall include those individuals who pay dues directly to the Society as at-large. The Society recognizes the following membership categories:
 - a. Single or individual members who shall be entitled to one vote.
 - b. Family members shall consist of husband, wife, and their children under 18 years of age, and shall have one vote per adult member.
 - c. Student members shall consist of an individual regularly enrolled as a full time student, and shall be entitled to one vote.
 - d. Individual Life members shall be entitled to one vote and shall pay only one membership fee, which will maintain the member's voting status for the rest of his or her life.
 - 2. The Kentucky Society of Natural History recognizes the following categories of non-voting members:

- a. Honorary members shall be those persons who, because of special merit or services to the Society, shall receive complimentary membership for one year. Such members must be elected by the State Board of Directors.
- b. Junior naturalists may be those belonging to an organized Junior Naturalists Club in an elementary school or a middle school under the direction of a Society member. They shall pay dues as levied by their club not to exceed the state Society student dues. Junior naturalists may be defined as children of a family member and therefore, will not pay state dues.

C. Dues

1. State dues for all categories of voting members shall be the amounts recommended by the state board of directors and agreed upon by the membership.
2. State and local dues shall be determined by the Board of Directors with approval of the membership.
3. All categories of membership in the Society shall be by calendar Year, January 1 - December 31. Membership renewals shall be due at the time of the Society's annual Fall Conference and meeting but may be renewed anytime between September 1 and December 31. Members not paying their renewal dues by April 1 shall be dropped from current membership and mailing lists.

D. Solicitation of Members

1. The Society strongly recommends that a member belong to an affiliated chapter within his or her regional district. However, any member may belong to any local affiliated chapter of his or her choice.
2. The above guidelines do not apply beyond state boundaries.

ARTICLE IV OFFICERS

Section 1. KENTUCKY SOCIETY OF NATURAL HISTORY Officers. KENTUCKY SOCIETY OF NATURAL HISTORY officers should include a President, Immediate Past President, a Vice President, a Secretary, a Treasurer, a Kentucky Naturalist News Editor and webmaster. Officers should be elected at the Fall general meeting and should serve for two years or until an election can be held. The performance and conduct of any Board Member is subject to review by the Board of Directors.

Section 2. President. The President should be the chief executive officer of the KENTUCKY SOCIETY OF NATURAL HISTORY, should decide the agenda for and preside at all general membership meetings (in general accordance with Robert's Rules of Order), should be the official representative of the KENTUCKY SOCIETY OF NATURAL HISTORY, should have general supervision of the affairs of the KENTUCKY SOCIETY OF NATURAL HISTORY, should be an ex officio member of all committees and should have any other powers as are granted by the Board of Directors or that are proper to the function of the office.

Section 3, Immediate Past President. The Immediate Past President will assist and support the presiding President in performing duties of the office.

Section 4. Vice-President. The Vice-President should decide the agenda for and preside at all general or other membership meetings in the absence of the President and should be in charge of arranging programs for the monthly general membership meetings, and should have any other powers as are granted by the Board of Directors. The Vice-President should also be responsible for arranging special activities and programs and for recruiting the manpower to carry out these plans. In the event of death or long-term incapacity of the President, the Vice-President should serve as Acting President until a new President is selected pursuant to Article IV, Section 1, of these By-Laws.

Section 5. Secretary. The Secretary should maintain copies of the monthly newsletters, should keep written and electronic minutes of all meetings, should maintain the official copy of the KENTUCKY SOCIETY OF NATURAL HISTORY By-Laws and maintain with such copy an electronic record of all membership and Board meetings, should have supervision of the current record of the KENTUCKY SOCIETY OF NATURAL HISTORY, should be the official correspondent of the KENTUCKY SOCIETY OF NATURAL HISTORY and should assist the Treasurer in keeping the membership rolls current. The current record should consist of the minutes of general and Board meetings, monthly newsletters, correspondence, membership lists and special activities information. At the end of the term, all records, except the official copy of the

KENTUCKY SOCIETY OF NATURAL HISTORY By-Laws and accompanying electronic record, should be turned over to the new Historian.

Section 6. Treasurer. The Treasurer should be the chief financial officer of the KENTUCKY SOCIETY OF NATURAL HISTORY, should be responsible for all monetary assets of the KENTUCKY SOCIETY OF NATURAL HISTORY and should keep a full and accurate record of all financial transactions of the KENTUCKY SOCIETY OF NATURAL HISTORY. The Treasurer should give a bi-annual report on the current financial status of the KENTUCKY SOCIETY OF NATURAL HISTORY and of special fund raising activities. The Treasurer should keep the membership list current with the help of the Secretary and should handle all financial correspondence. The Treasurer should file the KENTUCKY SOCIETY OF NATURAL HISTORY Annual Verification Report with the Kentucky Secretary of State no later than June 30 of each year. The Treasurer should perform any other duties as may be properly required by the President or the Board of Directors.

Section 7. Kentucky Naturalist News Editor. The Kentucky Naturalist News Editor should be responsible for editing, publishing and mailing a monthly newsletter which will inform the members regarding KENTUCKY SOCIETY OF NATURAL HISTORY and Board activities. The Kentucky Naturalist News Editor should perform any other duties as may be properly required by the President or Board of Directors.

Section 8. webmaster. The webmaster should maintain and update the Kentucky Society of Natural History website.

Section 9. General Obligations. Officers and at-large directors should be responsible for attending Board Meetings and for safeguarding the interests of the KENTUCKY SOCIETY OF NATURAL HISTORY. At-large directors should perform any other duties as may be properly required by the President or the Board of Directors.

Section 10. Precedence of Offices. In the absence of the President, responsibility for setting the agenda for, and presiding at, general and special membership meetings and KENTUCKY SOCIETY OF NATURAL HISTORY public functions should devolve to officers in the following order: Vice-President, Secretary, Treasurer, Kentucky Naturalist News Editor, Librarian and Historian.

Section 11. Removal. Any officer or director may be removed without cause by a majority vote of the membership present at a general membership meeting or by a two-thirds vote of the currently serving members of the Board of Directors.

ARTICLE VI COMMITTEES

Section 1. Establishment of Committees. Standing and ad hoc committees may be established at the discretion of the Board of Directors and should have such authority and duties as are granted by the Board. Immediately following its creation, the name, membership and function of each committee should be published in the monthly newsletter.

Section 2. Committee Membership. Membership on a committee should be voluntary and the Board of Directors reserves the right to appoint and replace committee chairmen.

Section 3. Committee Reporting. Committee chairmen should report to the Board or to the membership at the request of the President.

Section 4. Open Committee Meetings. Committee meetings are open to all members.

Section 5. Dissolution. A committee may be dissolved at the discretion of the Board.

ARTICLE VI - Board members, officers, and coordinators duties

The duties of the officers and coordinators should in general be the administration of the Society in accordance with the Articles of Incorporation and By-laws of the Society.

A. President - Should be the Chairman of the Board of Directors and preside at meetings of the members. He may appoint committees and develop activities with the approval of the Board of Directors.

B. Vice-President - In the absence of the President should perform the duties of the President and such other duties assigned by the President.

C. Secretary - The Secretary should conduct the correspondence of the Society and maintain a record thereof. The secretary should record minutes of the proceedings of the board of director's meetings and the annual business meeting of the Society and record such activities and keep a record of the history of the Society.

D. Treasurer - The treasurer will have the authority to delete members who are delinquent in their dues payments from the Society membership roster.

The treasurer should also receive other monies of income to the Society and maintain a record of all income and expenditures, bank deposits and withdrawals. The treasurer should maintain a bank account in a bank designated by the board of directors and should pay all bills approved by the president and board of directors.

The Society fiscal year should run from January 1 to December 31 of the current calendar year. The treasurer should submit a treasurer's report covering the records and accounts of the Society twice yearly to the board of directors during the Spring and Fall conference board meetings,

The treasurer, upon recommendation of the board of directors, should have all records and accounts audited on October 1 of each year and should include the auditor's report in the treasurer's report at the annual Fall business meeting.

E. Editor of the Kentucky Naturalist News- (if reinstated) The editor of the Kentucky Naturalist News should publish the Society's newsletter four times a year that will have pertinent news as regard to the Kentucky Society of Natural History contained therein.

F. Immediate Past President-The Immediate Past President will assist and support the presiding President in performing duties of the office.

G. webmaster-The webmaster should maintain and update the Kentucky Society of Natural History website.

H. Coordinators - There should be a coordinator for each field of activity or interest, as determined by the Board of Directors. They should solicit and submit articles for publication in the Kentucky Naturalist News at least once each year.

They should design and develop workshop exhibits, trail walks, and demonstrations for the spring and fall conferences. If they are not available themselves for the conferences, they should detail the activities to qualified assistants of their appointed committee members.

I. Quorum and revision of by-laws

1. At least 20 members should constitute a quorum at general business meetings of the membership of the Society. Changes, deletions or additions to the by-laws may be made by a vote of at least two-thirds of the members present at the meeting, provided that a written notice of change should have been sent to the members at least ten days prior to the meeting or published in the current Kentucky Naturalist News sent at least ten days before such meetings, on the website or by email.

2. The President may call a meeting of Board of Directors or a general business meeting at any time, by giving at least five days' written notice to all qualified board members and/or the voting membership. The President should also call a meeting of the Board of Directors upon written petition by three members of the board. A majority vote of members present at a called board meeting should be valid.

J. Other Officers the Board of Directors may elect one or more persons to act as assistant to an officer or officers and may assign to such assistant duties prescribed by the Board or the officer(s) whom he or she is to assist. Other Officers The Board of Directors may elect one or more persons to act as assistant to an officer or officers and may assign to such assistant duties prescribed by the Board or the officer(s) whom he or she is to assist.

AMENDED CONSTITUTION/BY-LAWS OF THE KENTUCKY SOCIETY OF NATURAL HISTORY

Original issue - April 11, 1981

Amended October 27, 1984

Amended October 28, 1989

Amended September 24, 2005

Amended April 29, 2007

Proposed Amendment December 7, 2015