

**BYLAWS OF
MINNESOTA ASSOCIATION OF SOIL AND WATER CONSERVATION DISTRICTS
Area 1**

Article I: Name

The name of this association is: Minnesota Association of Soil and Water Conservation Districts Area 1.

Article II: Purpose

The purpose of this Association is to provide opportunities for education, communication, cooperation, and coordination between and among its member Districts and affiliated partners in order that the quality of the natural resources and environment within our area will be maintained and improved to the greatest possible extent.

Article III: Membership

Membership in this Association shall consist of elected Soil and Water Conservation District supervisors, within the boundaries of Area I, as designated by the State Association.

Article IV: Dues

Dues for the following year, for member districts of this Association, shall be set by majority vote, at the Fall Annual Meeting. Dues are payable by March 1st of each year. The fiscal year shall coincide with the calendar year.

Article V: Officers

All officers of this Association must be elected supervisors of the member districts. The officers shall consist of: Director, Co-Director, and Secretary-Treasurer. These three officers are the Executive Committee.

1. Duties

The Director shall preside at all meetings of this Association and shall perform the duties normally associated with this office. The Director shall serve as Area Representative of the State Association.

The Co-Director shall preside in the absence of the Director and perform the duties normally associated with this office. The Co-Director shall serve as Alternate Area Representative of the State Association.

The Secretary-Treasurer shall bill the member districts in December for the annual dues, collect, deposit, and disburse monies authorized by the Association

with a depository approved by the Executive Committee. The Secretary-Treasurer shall develop, in consultation with the Executive Committee, and present an annual budget for the annual meeting, and present a financial statement at each Area meeting. The Secretary-Treasurer will keep official minutes of this Association and shall perform all other duties normally associated with this office.

2. Elections and Terms of Office

The Director shall appoint a nominating Committee of two or more who must be supervisors. Nominations may also be made from the floor.

Elections shall be by secret ballot if more than one person is nominated for any office.

All officers must be elected supervisors of member districts and must remain supervisors to continue to hold office. The term of office shall be two years, beginning at the close the MASWCD Annual Meeting.

The Director shall be elected in odd-numbered years. The Co-Director and the Secretary-Treasurer shall be elected in even-numbered years.

3. Vacancies

Vacancies in any office shall be filled by appointment by the remaining members of the Executive Committee. Appointees shall serve only until the next annual meeting at which time the vacancy shall be filled by election for either a one or two-year term, whichever is appropriate to maintain the two-year rotation.

4. Compensation

The officers of this Association shall be reimbursed for mileage and meals at the rate approved by the State when on Association business. The officers will also receive a per diem payment, equal to the State MASWCD's per diem rate when attending Area and State Association meetings.

Article VI: Meetings

This Association shall have up to three Area meetings each year on a date selected by the Executive Committee.

An annual meeting will be held in the fall to elect officers, adopt a budget and set dues.

A spring or summer meeting will be held as selected by the Executive Committee.

Other special meetings may be called by the Executive Committee or at the request of four or more of the Soil and Water Conservation Districts in the Area.

A quorum for any meeting shall consist of at least one supervisor from 9 or more member districts. At least two voting members shall constitute a quorum at an Executive Committee meeting.

Situations not covered by these by-laws shall be resolved by reference to the latest version of Roberts Rules of Order.

Article VII: Procedure for Establishing Positions by Resolution

Resolutions may be presented at any meeting for consideration by the membership. Resolutions must be approved by their originating District in order to be eligible for consideration. A resolution will pass when a majority of votes cast are in its favor. Resolutions to be brought before the Minnesota Association of Soil and Water Conservation Districts Annual Meeting must be considered by this Association before August 1. A position may be rescinded by resolution.

Article VIII: Committees

1. The Executive Committee will develop an annual budget and the Secretary-Treasurer will prepare it and present it. The Executive Committee may seek input from other District board or staff members, TSA staff, or representatives from other agencies and organizations. All others shall serve as advisory, non-voting members of the Executive Committee.
2. Committee Compensation: Area I elected SWCD Supervisors appointed by the MASWCD President to MASWCD standing committees will receive a per diem, equal to MASWCD's per diem, for state meetings they attend. A signed claim voucher must be submitted to the Area I Treasurer for payment.

Article IX: Publications

The Executive Board may prepare, publish, and/or distribute publications and information to the public to further the Association's objectives.

Article X: Amendments

These by-laws may be amended by two-thirds majority vote of the member district supervisors attending any Area or special meeting of this Association. Notice of any proposed change must be mailed to all member districts at least thirty days before such meetings.