

BYLAWS

CONNECTICUT STATE CHAPTER OF THE AMERICAN CHESTNUT FOUNDATION, INC.

Article I - Membership

- Section 1. Anyone interested in the stated objectives of this Chapter and willing to abide by its Constitution and Bylaws is eligible to become a member.
- Section 2. The Classes of membership in the Chapter shall be as set forth by the Executive Committee.
- Section 3. The membership dues shall be established by the Executive Committee in consultation with the national American Chestnut Foundation.
- Section 4. Each member shall have the right to cast one vote at the Annual Meeting and at any regular or special meeting of members on any motion that may be properly brought before such meeting. This includes the election of Officers, Directors and the Nominating Committee at the Annual Meeting.
- Section 5. Membership dues shall be payable at the time of application and yearly thereafter on the anniversary date of the member.
- Section 6. Should renewal of membership dues not be paid within one year after due date. a member so in default shall be dropped from. the rolls.
- Section 7. All memberships are nontransferable.
- Section 8. Honorary membership may be conferred upon any individual by a majority vote of members present at an Annual Meeting. Honorary members shall be exempt from paying dues, but such membership, of itself, does not confer eligibility for voting or holding elective office.

Article II - Meetings

- Section 1. Regular meetings of the members shall be held at least annually and other meetings will meet as required.
- Section 2. Special meetings of the Chapter may be called at any time by the President or by one-third (1/3) of the Board members. These may be held either separate from or in conjunction with a program or outing.

- Section 3. The Annual Meeting shall be held in the month of March and shall include the reports of any standing and special committees, the conferring of honorary memberships, the election of directors and nominating committee members for the coming terms, election of officers and in installation of same and such other business as considered necessary.
- Section 4. Notice of the annual meeting, special meetings and regular meetings, at which Chapter business is to be transacted, shall be given at least 30 days before the date of the meeting. Such notice is given when deposited in the United States mail with postage hereon prepaid and directed to the members at the member's address as it appears on the record of members, or at such other address as the member may request in writing to the Secretary of the Chapter.
- Section 5. Notice of a Special Meeting of members shall state the purpose or purposes for which the meeting is called and no other business shall be transacted at that meeting.
- Section 6. A quorum shall consist of at least 10 voting regular members or 5 of the entire voting regular members for any regular, special or annual meeting.
- Section 7. All nominations for Directors and Nominating Committee members shall be made by the Nominating Committee. These shall be elected by a majority of voting regular members at the annual meeting. Nominations from the membership should be made to the Nominating Committee or from the floor at the Annual Meeting. Nominations of a member must be approved by the member being nominated.

Article III - Officers & Directors

- Section 1. The officers of this Chapter shall be the President, Vice President, Secretary and Treasurer. They shall be elected at the Annual Meeting by the Board members, and hold office for one year.
- Section 2. The Nominating Committee will present a slate of no more than 12 Board members and five Nominating Committee members to the state-wide membership by January 15.
- Section 3. The Board members of the Chapter shall be elected by the general membership at the Annual Meeting. Six Board Members will be elected each year to two year terms. The number of Board members constituting the first board of directors shall be twelve with half elected to two year terms and half elected to one year terms. Election will be by majority.

- Section 4. Only members in good standing, as herein defined, shall be eligible to be elected to any office or directorship or shall retain such position.
- Section 5. If a vacancy occurs in the office of President, the Vice President automatically shall assume the presidency until the next annual meeting, and a new Vice President shall be elected at a special meeting set at the earliest date by the full Board membership to serve the unexpired term. In case of vacancies in any other office or directorship, the President shall appoint a replacement to serve until the Board of Directors can elect a replacement to serve the unexpired term.
- Section 6. No member shall hold more than one office on the Executive Board (Trustees) at the same time.
- Section 7. Any officer or Director can be removed from office for reasons of negligence, incompetence or for actions judged not in the best interests of the Chapter. All Board members shall be notified at least 30 days prior to meeting for said purpose. At least 50 of all members eligible to vote must be present and at least two-thirds (2/3) of these must vote for removal. Upon removal, a replacement officer shall be elected by the Board of Directors.

Article IV - Officers: Powers and Duties

- Section 1. The President shall direct and administer the affairs of the Chapter as its executive head, subject to constitutional restrictions herein stated or implied. He or she shall preside at all business meetings of the full membership and of the Board of Directors. He or she shall appoint all committees.
- Section 2. The Vice President shall assist the President in carrying out the latter's duties; he or she shall preside at meetings and perform such other duties delegated to the President in the event of the latter's absence. The Vice President shall succeed to the presidency should a vacancy arise. The unexpired term shall be completed.
- Section 3. The Secretary shall keep a record of the proceedings of all business meetings of the full Chapter and of the Board of Directors; maintain a permanent file of the Constitution and Bylaws. Articles of Incorporation and all amendments thereto, maintain a permanent file of other items of interest relating to the various activities of the Chapter, and perform such other similar duties of the Chapter as the Board shall request.

- Section 4. The Treasurer shall have custody of the Chapter's finances and shall see to the prompt deposit of all moneys in the name of the Chapter and to the credit of same in such depositories as designated by the Board. He or she shall disburse the funds of the Chapter as may be ordered by the Board, taking proper accounting of all transactions and of the financial status of the Chapter as described in Article IX Section 3.

Article V - Board of Directors

- Section 1. The Board of Directors shall be responsible for guiding the Chapter. It shall make known to the Chapter its recommendations on policies to be followed, projects to be initiated or participated in, or resolutions to be adopted by the Chapter.
- Section 2. Upon adoption of new projects or programs the Board of Directors shall be responsible for carrying out all projects or programs and shall have the power to commit the necessary moneys to implement them.
- Section 3. The Board shall have the power to approve or disapprove all committee appointments made by the President and all temporary appointments made by the President for vacancies on the Board of Directors.
- Section 4. The Board shall hold business meetings on such date and at such time and location as suggested by the President and agreed to by a majority of members of the Board at its first regular meeting following the Annual Meeting of members.
- Section 5. Special meetings of the Board may be called by the President or one-third of the members of the Board. Fourteen (14) days notice of such Special Board Meeting shall be given to each Board member, plus a statement of the business to be transacted. At any such Special Board Meeting, no other business may be transacted.
- Section 6. A quorum for any regular or special Board meeting shall consist of at least one-half (1/2) of the members of the Board. All motions shall be carried by a simple majority of Board members present.

Article VI - Executive Committee/Trustees

- Section 1. The Executive Committee shall hereafter be called the Trustees to more fully describe their function and differentiate their responsibility from those of the standing committees.
- Section 2. There shall be six (6) Trustees including the officers and they will be charged with carrying out the day-to-day business of the Chapter in line with the direction of the Board of Directors. A summary of their activities will be reported on a regular basis to the Board.
- Section 3. The President will propose to the Board of Directors for their approval, a slate of Trustees selected from the Board. All terms will be for one year.

Article VII - Nominating Committee

- Section 1. The Nominating Committee will be a standing committee functioning all year. The names of the members of the Nominating Committee shall be made known to the members through the Chapter's newsletter or other publication not later than one month after the Nominating Committee has been elected. Suggestions for nominations for any office may be submitted to the Nominating Committee by any member of the Chapter.
- Section 2. The Nominating Committee will develop a slate of officers, Directors, and Nominating Committee members for election at the annual meeting in March of each year. A communication announcing the slate will be sent to the general membership by January 15 of each year. Absentee ballots will be made available as desired and must be received by the Nominating Committee by February 15.
- Section 3. The Nominating Committee will be directed to seek out people interested in the American Chestnut from relevant public and private areas (active or retired) who will work to fill certain objectives as well as members at large. Suggested representation would include:
- a. Representatives from each of the eight counties in Connecticut
 - b. Experienced organizers
 - c. Financial consultants and/or major donors
 - d. Natural resource professionals
 - e. Research institutions

- f. Environmental/conservation organizations
 - g. Naturalists
 - h. Government
 - i. Communications/media
 - j. Others as need perceived
- Section 4. Nominations from the floor must be made in person and with the consent of the person proposed.

Article VIII - Other Committees

- Section 1. The President shall designate such committees, appoint members to same, and select a chair for same, subject to the approval of the Board of Directors as shall be necessary to carry on the business and other activities of the Chapter. Each committee will develop their own job description, objectives and Plan of Work for the year within a reasonable time after elections and present them to the Board for approval.
- Section 2. The Standing Committees may be as follows and may include such other committees as may be constituted by the Board of Directors to carry out the functions of the Chapter:
- a. American Chestnut Location, Research, & Field Committee
 - b. Program/Annual Meeting Committee
 - c. Membership Committee
 - d. Annual Meeting Committee
 - e. Chapter Newsletter Committee
 - f. Fund Raising and Finance Committee

Article IX - Financial Affairs

- Section 1. The Chapter shall not at any time permit a negative balance in its fiscal accounts.
- Section 2. All disbursements of the Chapter shall be recorded by the Treasurer.
- Section 3. The fiscal year for the Chapter shall be the same as the calendar year. The Treasurer shall prepare a comprehensive report of the financial transactions of the past fiscal year and present same at the Annual Meeting.
- Section 4. Finances shall be audited annually by a committee, firm, or individual appointed or contracted by the President and approved by the Board of Directors.

Article X - Commitments

The Chapter shall not enter into any commitments binding upon the Foundation without written authorization by the Foundation, nor shall the Foundation, without written authorization by this Chapter enter into any commitments binding upon this Chapter.

Article XI - Discontinuance

This Chapter may terminate its status as a Chapter of the Foundation upon six months' notice in writing to the Foundation, and the Foundation may terminate the status of the Chapter as a Chapter of the Foundation upon six months' notice, in writing to this Chapter. In the event of such notice of termination by either the Chapter or the Foundation, the allocation of dues by the Foundation to this Chapter shall cease upon expiration of the six month period. However, members of this Chapter shall remain members of the Foundation for the balance of the term for which dues have been paid.

Adopted December 7, 1991

William Buonocore, President
Date _____

Krista Jackson, Vice President
Date _____

Petfer Devin, Treasurer
Date _____

Robert M. Ricard, Secretary
Date _____

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