

**MICHIGAN STEELHEAD AND SALMON FISHERMANS ASSOCIATION
METRO-WEST CHAPTER BYLAWS**

ARTICLE I NAME

The name of this organization shall be the Metro-West Chapter of the Michigan Steelhead and Salmon Fishermen's Association.

ARTICLE II PURPOSE

Section 1. The purpose of this Chapter is identical with Article II, Section I of the constitution of the Michigan Steelhead and Salmon Fisherman's Association; which in part is to provide for the General education, fellowship, and dissemination of information to its members as it deals with the sports fishery. The Chapter is also dedicated to educating the public on improving, preserving, and promoting anadromous sports fishing in the Great Lakes and Tributary streams and rivers.

Section 2. This Association is a non-profit, non-political, non-sectarian, fraternal, and educational organization affiliated with, and a part of the Michigan Steelhead and Salmon Fishermen's Association.

ARTICLE III MEMBERSHIP

Membership in this Chapter is automatically open to any member of the parent organization who pays the dues set forth in the bylaws. Any paid member in good standing shall have the privilege of voting. Voting membership shall be extended to the spouse. Non-voting membership shall be granted to all dependents under the age of 18 years old. The Chapter may not extend any membership privileges to any person who is not a member of the parent organization. Associate members shall not hold a position on the Metro-West board of directors.

ARTICLE IV OFFICERS

Section 1. Only the paid-up members who have reached the age of 18 shall have the privilege of holding an office or directorship. The Officers of the Chapter shall be the President, Vice President, Secretary, and a Treasurer.

Section 2. The government of this Chapter shall be vested in a Board of Directors consisting of four (4) officers, six (6) directors, one (1) membership chairperson, and one (1) state representative, elected by the Chapter membership as a whole. The officers will be elected for a one (1) year term. The six (6) directors will be elected for staggered three (3) year terms with two (2) directors being elected each year at an annual meeting.

The Membership chairperson will be elected for a three (3) year term and be a voting member of the board of directors.

The State Representative will be elected for a three (3) year term, and also be a member of the Board of Directors of the Michigan Steelhead and Salmon Fisherman's Association. The Metro-West representative to the MUCC, Michigan United Conservation Clubs, will be elected for a three (3) year term and shall be a voting member of the Metro-West board of directors.

A member shall not hold more than one seat on the Chapter Board of Directors. In case of the resignation of an officer, the vacancy will be filled from the board of directors. In case of a vacancy or resignation of a director, the President will appoint a member to fill the unexpired term from the list of candidates for directors in the order of finish from the last election. If the list of candidates of directors has been exhausted, the President will appoint a director from the membership with board approval.

ARTICLE V OFFICERS DUTIES

Section 1. President: The President shall be the Chief Officer of the Chapter and shall preside at all meetings of the membership. He shall appoint all working committees and be an ex-officio member

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thereof He shall have the general powers and duties of supervision and management usually vested in the office of a President of an organization. The President shall not vote except in case of a tie vote, at which time the President must cast the deciding vote.

Section 2. Vice-President: The Vice President shall perform the duties and exercise the powers of the President, during the absence, disability, and resignation, of the President, and shall perform such other duties as may be delegated to him by the President or Board of Directors. In addition he shall be in charge of membership education.

Section 3. Secretary: The Secretary shall attend all general membership meetings and Board of Director meetings and shall record and preserve a copy of the minutes of all proceedings. He shall perform other such duties as may be delegated to him by the President or Board of Directors. The Secretary shall read or publish the minutes of each meeting.

Section 4. Treasurer: The Treasurer shall have custody of all corporate funds and shall keep books reflecting a full and accurate accounting of all receipts and disbursements made by the Chapter. He shall disperse the funds of the Chapter and shall publish an Annual Report in the March newsletter each year. He shall be bonded in an amount satisfactory to the board upon his election. A monthly financial report will be given at the Board of Directors meeting.

Section 5. Absenteeism: Any member of the Board of Directors who shall absent himself from four (4) meetings of the Board in a one (1) year period, shall be deemed to have resigned as a member of said Board, and cease to be a member thereof. Any absence due to extenuating circumstances may be excused by majority vote of the Board of Directors.

Section 6. New officers and directors shall begin their term on January 1st following the November elections.

ARTICLE VI MEETINGS

Section 1. The annual meeting shall be held on the first Tuesday of November each year

Section 2. At least fifteen (15) days prior to the date of the annual meeting, all members of the Chapter shall receive a notice of the time and place of the annual meeting. The Parent Organization shall also receive notice fifteen (15) days prior.

Section 3. Special meetings of the Board of Directors may be called by the President, or the majority of the Board of Directors at any time. Board members shall receive notification of the time and place of any special meetings.

Section 4. Twenty-five percent (25%) of the members of the Chapter shall constitute a quorum at an annual/monthly meeting.

Section 5. Board of Directors meetings shall be called on a regular basis by the President of the Chapter. Seven (7) Board members constitute a quorum at a board meeting.

ARTICLE VII DISSOLUTION

Upon dissolution of the Chapter, any assets of the Chapter shall be assigned, after the payment of debts, to the Michigan Steelhead and Salmon Fisherman's Association.

ARTICLE VIII AMENDMENTS

These Bylaws may be amended by a two-thirds (2/3) vote of the members present at any annual meeting or membership meeting. All Bylaw changes must have three (3) notifications prior to any vote being

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taken. At least one notification must be in writing and at least thirty (30) days given between the first and last notification.

ARTICLE IX ASSESSMENT

The Chapter shall have the power to assess and collect dues as determined by the Board of Directors with the knowledge of the general membership.

ARTICLE X PUBLICITY

Section 1. News releases or any other public statements by the Chapter on any subject other than local issues, may not be published without the written consent of the Executive Committee of the Michigan Steelhead and Salmon Fisherman’s Association.

Section 2. News releases or other public statements regarding the local Chapter must be first approved by the President or preferably the Board of Directors.

ARTICLE XI CORRESPONDENCE

Section 1. Any communication for the purpose of solicitation, with reference to the Association name, in any way, may not be published without the written consent of the Executive Committee of the Michigan Steelhead and Salmon Fisherman’s Association.

Section 2. Any written correspondence of a special nature regarding local matters must first be approved by the President or preferably the Board of Directors.

ARTICLE XII MEMBER MISCONDUCT

Any member charged with conduct harmful or prejudicial to the purpose or interest of the Chapter or its members, or that causes or may tend to cause injury or embarrassment to the Chapter, or is in violation of its Bylaws and rules, shall be subject to citation to appear before the Board of Directors. Upon the matter being referred to the Board of Directors, it shall inform such member, in writing, of the nature of the complaint against him, giving him not less than fifteen (15) days notice to appear before the Board of directors to answer thereto. The Board may censure or suspend such member upon hearing the complaint if, in its judgment, the interests of the chapter demand such action. The Board may ask such member to resign or the Board may expel him as a member of the chapter. The action of the Board of Directors shall be final and conclusive. Said individual shall have the right to seek reinstatement by the majority vote of the members present as a membership meeting.

ARTICLE XIII AUDIT & BUDGET COMMITTEE

A committee at large consisting of a minimum of four (4) members including the Treasurer will be appointed each year to audit the books of the corporation. The chairperson will be appointed by the President, who may not be the Treasurer, who will certify the Annual Treasurers Report.

ARTICLE XIV ADOPTED BOARD POLICIES

Any board policies adopted by the Board of Directors will become an attachment to these bylaws and enforced by the Board. These policies may be amended, added, or deleted by the Board of Directors by a majority vote of the Board of Directors and must not be in conflict with these Bylaws.

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ARTICLE XV BYLAWS COMMITTEE

This committee shall meet every three (3) years to review and make recommendations to the Board of Directors in order to facilitate as functional Bylaws as possible. This committee will be appointed by the President and shall consist of five (5) members at large. They may or may not be Officers of the Chapter.

ARTICLE XVI CONTINGENCY RULES

Any item not covered by these Bylaws will revert to Roberts Rules of Order for resolution.

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|---------------------------|-----------------|
| Revised: | September, 1989 |
| 2 nd Revision: | October, 1990 |
| 3 rd Revision: | May, 1993 |
| 4 th Revision: | June 2, 1998 |
| 5 th Revision: | March 9, 2010 |

File: MWC MSSFA Bylaws (03/09/2010)

**MICHIGAN STEELHEAD AND SALMON FISHERMANS ASSOCIATION
METRO-WEST CHAPTER, STATED BOARD POLICIES**

Mileage: Adopted 6/88, Amended 10/98, Amended 01/2010

To be reimbursed for one vehicle only at 65% of the IRS Standard Business Mileage Rate per mile based on map mileage from residence in Detroit metro area to the nearest major city or destination and return for club business to state board meetings, stream advisory meetings, Lake Huron advisory committee meetings and/or other recognized state office sanctioned meetings. The board of directors shall review and amend the rate for the next year in the January meeting (2010 MWS rate: $\$0.55 \times 65\% = 0.3575$, rounded to 0.36).

Expenditures: Adopted 10/87 Amended 03/2010

1. A preliminary budget must be presented by the project chairman to the board of directors for approval prior to disbursement of any funds.
 - 1a. After approval by the board of directors and prior to disbursing any funds, a request must be approved by the project chairman and forwarded to the treasurer or president.
 - 1b. The treasurer shall disburse event funds only to the project chairman.
2. All project income and/or expenses must be documented with receipts and submitted to the treasurer within 30 days of the conclusion of the event or project. (May be extended with board approval.)
3. The project chairman may request of the board of director a maximum of \$100 petty cash for incidentals to start an event or project.
4. The board shall seek direction from the general membership regarding any extraordinary functions and/or expenditures.

Merchandise Pricing: Adopted 10/86, Amended 12/88

Merchandise sold by the chapter will be priced by the following method: At the discretion of the project chairman with approval of the board.

Fish Cleaning Stations: Adopted 1/98

Metro-West only supports individual contributions towards fish cleaning stations.

Guest Speakers: Adopted 1/98, Amended 01/2010

Metro West will provide dinner for the guest and host and 65% of the IRS Standard Business Mileage Rate per mile if outside the greater Detroit areas, and will also pay any additional fee if previously approved.

Table Fees for Selling Items at Club Meetings: Adopted 2/88

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Anyone who wants to sell goods at club meetings must get prior approval from the president and pay a \$10 fee or donate \$20 worth of merchandise to the raffle table.

August Meeting: Adopted 3/88

Metro West will not have August Board Meetings.

Club Representation: Adopted 6/88

Prior approval from the President must be obtained before a member can speak on behalf of the chapter.

Vote Totals at Annual Election: Adopted 10/89

Order of finish will be published in the January newsletter following the November annual election. Vote totals will not be published.

Alcoholic Beverages at Chapter Functions: Adopted 11/88, Amended 01/2010

The club does not supply alcoholic beverages at chapter functions.

Charitable Contributions: Adopted 10/89

A two-page policy report for fisheries management and research donations clarifies potential recipients, method of selection, frequency and amount of donations is on file with the club secretary and other board members.

Mileage of State Officer: Adopted 9/98

Metro-West will pay reasonable travel expenses of any state officer who is a primary member of Metro West. And where possible, these state officers will share rides with the Metro-West state board representative.

Membership Expirations: Adopted 6/91

Chapter membership is due in the month indicated and there will be no extension of membership privilege beyond the due date.

**MICHIGAN STEELHEAD AND SALMON FISHERMANS ASSOCIATION
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Where as: The Metro-West Chapter of MSSFA is dedicated to protecting and promoting the sports fishery

Where as: The organization is interested in educating its members and the general public regarding the fishery

Where as: The organization is interested in seeking quality selective breeding and stocking for the fishery

Where as: The organization is interested in maintaining a forage base and ecologically sound environment for the propagation of the fishery

Where as: The organization is interested in control of deleterious predators, pollutants and other human factors for management, enforcement and research

Be it resolved: The Metro-West Chapter of MSSFA be committed to donate on a regular basis financial support to those organizations that will further the needs and meet the general interests of this organization and the fishery it supports.

Potential Recipients of Financial Support

1. Michigan Department of Natural Resources Fisheries.
2. Any State of Michigan College or University conducting research in fisheries.
3. United States Fish and Wildlife Services-dealing with the Great Lakes and its fisheries.
4. Any Michigan based institution that is carrying on research or management relating to the fishery.

Method of Selection

1. Formation of an annual standing committee to select possible recipients.
2. Criteria for selection to be established and standardized by the charter committee.
3. Recommendations to be presented to the Board of Directors for final approval of recipients and amount of monetary award.

Frequency and amount of donation:

1. To be done on an annual and timely basis as agreed upon by the board of directors.
2. To be in amounts of no less than \$250 per recipient with total amount of award and number of recipients based upon financial liquidity of the chapter treasury.