

CONSTITUTION  
OF THE  
AMES AUDUBON SOCIETY

Article I. Name and Location

The name of this organization shall be the "Ames Audubon Society" and it shall be located in Ames, Iowa.

Article II. Objectives

Section 1. To enjoy and study birds, other wildlife, plants, and the many other facets of nature in order to gain a broader understanding and a deeper appreciation of the world we live in, and to encourage others to do likewise.

Section 2. To engage in educational and similar activities, such as sponsoring public lectures, forums, discussion groups, reports on research, etc., relating to the conservation of wildlife, other natural resources, and the quality of our natural environment.

Article III. Membership

Section 1. Anyone interested in the stated objectives of this Society, and willing to abide by its constitution, is eligible to become a member.

Section 2. The major classes of membership shall be Regular and Honorary. Regular memberships shall include the subclasses of Supporting, Contributing, Adult, Adult Family, Student, Student Family, and Junior.

Section 3. Supporting membership dues are \$25. or more per year. Contributing membership dues are \$10. or up to \$25. per year. Adult Family membership dues are \$4.50 per year. Student Family membership dues are \$3.50 per year. Each of the preceding memberships shall include all members of the immediate family. Adult membership dues are \$3. per year per person. Student membership dues are \$2. per year per person for high school and college undergraduate students 16 years of age or older. Student Family memberships are for families in which the head of the household is such a student. Junior membership dues are \$1. per year per person under 16 years of age.

Section 4. Except for Supporting or Contributing memberships, described in Section 5, dues for all Regular memberships are payable at time of application. All memberships shall expire on the last day of the month of application, one year later. The expiration date shall be the same each year thereafter, as long as membership is maintained. Should renewal of membership not be paid within 4 months after date due, said membership so in default shall be dropped from the roll of members.

Section 5. A membership shall be designated Supporting when at least \$25., or Contributing when at least \$10. has been subscribed to the Society anytime during the year in which a Regular membership is in effect. At the onset of the membership year, the dues for the appropriate other Regular membership must be paid.

Section 6. Up to 2 persons 16 years of age or older per family shall be eligible to vote with the Supporting, Contributing, Adult Family or Student Family memberships. Adult and Student memberships provide voting privileges, but Junior membership does not.

Section 7. All memberships are non-transferrable.

Section 8. Honorary memberships 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 IV. Officers and Directors: Terms and Limitations

Section 1. The officers of this Society shall be the President, Vice-President, Secretary, and Treasurer. They shall be elected at the Annual meeting and hold office for one year.

Section 2. The Executive Board shall consist of nine members, including the four elected officers and five elected Directors. Initially, two Directors shall be elected for 2-year terms and three for 1-year terms. Thereafter, at the Annual meetings, either two or three Directors shall be elected for 2-year terms, to fill expiring terms.

Section 3. 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 4. 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 an early date by the full membership, to serve the unexpired term. In case of vacancies in any other office or Directorship, the President shall appoint a replacement, subject to the approval of the Executive Board, to serve until the full membership can elect a replacement to serve the unexpired term.

Section 5. Neither the President nor Vice-President shall serve more than two consecutive full terms in the same office. No member shall hold more than one office on the Executive Board at the same time.

Section 6. If any officer or Director is absent from three consecutive Executive Board business meetings, either regular or special, and extending over a period of at least four consecutive months, he (she) may be subject to removal from said office or Directorship by a majority vote at a regular or special business meeting of the full membership.

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 Ames Audubon Society. All members in the Ames area shall be notified at least 7 days prior to meeting for said purpose. At least 30% of all members eligible to vote must be present and at least 2/3 of these must vote for removal. Upon removal, a replacement officer shall be elected, by full membership.

Article V. Officers: Powers and Duties

Section 1. The President shall direct and administer the affairs of the Society as its executive head, subject to constitutional restrictions, herein stated or implied. He shall preside at all business meetings of the full membership and of the Executive Board. He shall appoint all committees, subject to approval by the Executive Board.

Section 2. The Vice-President shall assist the President in carrying out the latter's duties; he 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 Society and of the Executive Board, maintain a permanent file of the Constitution and Articles of Incorporation and all amendments thereto, maintain a permanent file of other items of interest relating to the various activities of the Society, and perform such other similar duties of the Society as the Board shall request.

Section 4. The Treasurer shall have custody of the Society's finances & shall see to the prompt deposit of all monies in the name of the Society and to the credit of same in such depositories as designated by the Board. He (she) shall disburse the funds of the Society as may be ordered by the Board, taking proper vouchers thereof, and shall render, upon request of the President or the Board, of all transactions and of the financial status of the Society. The Treasurer also shall be a member of the membership committee, shall maintain a record of the current status of all members, shall prepare membership cards for all members, and shall notify the Executive Board of all members whose membership has expired, at the first meeting of the Executive Board following such expiration date.

#### Article VI. Executive Board

Section 1. The Executive Board shall be responsible for guiding the Society. It shall make known to the Society its recommendations on policies to be followed, projects to be initiated or participated in, or resolutions to be adopted, for consideration by the full membership.

Section 2. Upon adoption of new projects or programs by the full membership, the Board shall be responsible for carrying out said projects or programs, and shall have the power to commit the necessary monies to implement them.

Section 3. The Board shall have the power to authorize the expenditure of monies necessary for office and mailing items.

Section 4. The Board shall have the power to approve or disapprove all committee appointments by the President and all temporary appointments by the President for vacancies on the Executive Board.

Section 5. The Board shall hold business meetings at least once in each 2 consecutive calendar months, 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 least 7 days prior to said meeting date.

Section 6. Special meetings of the Board may be called by the President or any other two members of the Board. Seven 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 meetings, any business may be transacted that might be transacted at any regular Board meeting.

Section 7. A quorum for any regular or special Board meeting shall consist of at least 5 members of the Board. All motions shall be carried by a simple majority of Board members present.

Article VII. Meetings and Voting

Section 1. Regular business meetings of the full membership shall be held in September, January, and May, preferably on the 2nd Tuesday, at a convenient location. All members in the Ames area shall be notified of the time, date, and location of said meetings at least 14 days in advance.

Section 2. Special business meetings of the Society may be called at any time by the President, Executive Board, or by any 3 members. These may be held either separate from or in conjunction with a program or outing. All members in the Ames area shall be notified at least 7 days in advance, giving the purpose of the meeting.

Section 3. The Annual meeting shall constitute the regular business meeting of each May and shall include the reports of any standing and special committees, the conferring of Honorary memberships, the election of officers and directors for the coming terms, the installation of same, and such other business as considered necessary

Section 4. A quorum shall consist of at least 8 voting Regular members or 20% of the entire voting Regular membership, whichever is more, for any regular, special, or Annual meeting.

Section 5. All nominations for officers or directors shall be made from the floor at the time of election. All officers and directors shall be elected by a majority of voting Regular members, consisting of at least a quorum, present, at the meeting.

Article VIII. Autonomy

Section 1. The Ames Audubon Society shall function as an autonomous organization. Policy determination shall rest solely with the membership of this Society, as governed by the duly adopted Constitution.

Section 2. Approval by at least 60% of members eligible to vote who are present at a full-membership business meeting shall be required to approve membership by the Ames Audubon Society in any other organization on the local, state, or national level. Such memberships shall be voted for periods of only 1 year at a time. All decisions on joining other organizations shall rest solely with the full-membership of the Ames Audubon Society.

Article IX. Committees

The President shall designate such committees and appoint members to same, subject to the approval of the Executive Board, as shall be necessary to carry on the business and other activities of the Society.

Article X. Financial Affairs

Section 1. The Society shall not at any time assume a negative balance in its fiscal accounts.

Section 2. All checks of the Society shall be signed by the Treasurer and countersigned by either the President or Vice-President.

Section 3. The fiscal year for the Society shall extend from May 1 through April 30 of the following year. The treasurer shall prepare a comprehensive report of the financial transactions of the past fiscal year and present same at the May Annual meeting. This report shall be audited prior to the May meeting by a committee appointed by the President and approved by the Executive Board. The report of the audit committee also shall be presented at the May meeting.

Article XI. Amendments

Section 1. The Society may, at any regular or special full-membership business meeting, amend any article in the Constitution, or may adopt additional articles, not included in same. Any proposed amendment or addition shall be delivered to all members in the Ames area at least 7 days prior to the date of the meeting at which they are to be considered.

Section 2. A vote of at least 2/3 of the voting members, consisting of a quorum, present at the meeting shall be necessary to adopt said amendment or addition to the Constitution.

Article XII. Parliamentary Authority

The rules contained in a recognized manual of parliamentary law shall govern the proceedings of this Society, except in such cases as are specifically stated in the Constitution, as duly adopted.

(The Constitution of the Ames Audubon Society, in the preceding form, was adopted at various times from the foundation of the Society in April, 1968, with the final amendments and additions passed on May 22, 1970.)