

# National Association of Conservation Districts



## Bylaws

Effective July 20, 2008

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## Article 1.

### NAME AND OFFICES

#### 1.10 NAME

This Association shall be known as the National Association of Conservation Districts. The official abbreviation of its name shall be NACD.

#### 1.20 INCORPORATION

This Association came into existence as an unincorporated association at a meeting of its founders in the City of Chicago on July 25, 1946. It was incorporated as a nonprofit corporation under the laws of Wisconsin on November 4, 1953.

## Article 2.

### DEFINITIONS

#### 2.10 CONSERVATION DISTRICT

The term Conservation District shall refer to those entities of state, tribal and U.S. affiliated island governments such as territories, commonwealths and freely associated states in the Caribbean and Pacific Rim established in response to the standard soil conservation districts act originally distributed in 1937. This may also include other entities, such as the District of Columbia, which, in the opinion of the Board of Directors of NACD, have directly evolved from the standard soil conservation district act. These entities may be, known variously as Soil Conservation Districts, Soil and Water Conservation Districts, Conservation Districts, Natural Resources Conservation Districts, Natural Resource Districts, Resource Conservation Districts, or some other name.

#### 2.20 STATE ASSOCIATION

The term State Associations of the National Association of Conservation Districts shall refer to the state, territory and other members as listed: Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, District of Columbia, Guam, Commonwealth of the Northern Mariana Islands, Republic of Palau, Federated States of Micronesia, American Samoa, Puerto Rico and Virgin Islands.

#### 2.30 DISTRICT OFFICIAL

The term District Official shall refer to governing officials of Conservation Districts as defined above, whether they are known as supervisors, directors, commissioners or some other name.

#### 2.40 STATE COMMISSION

The term State Commission shall refer to the agencies of state, tribal and U.S. affiliated island governments such as territories, commonwealths and freely associated states in the Caribbean and Pacific Basin, created to administer the laws under which Conservation Districts are created.

#### 2.50 ASSOCIATION OR NACD

The term Association or NACD shall mean the National Association of Conservation Districts.

#### 2.60 FOUNDATION COMMITTEE

The term Foundation will describe the standing, core or central committees which are the “backbone” or foundation of this organization and are necessary to further the mission, goals and work of the Association. It does not imply a foundation relating to fundraising and grants.

## Article 3.

### PURPOSES

- 3.10 The purpose for which the corporation is organized is to facilitate the conservation and orderly development of America's land and water resources through means of local self-government, and, in particular:
- 3.101 To improve the natural environment and to advance the conservation, wise use and orderly development of the land, water and related natural resources of the United States of America.
  - 3.102 To work toward achieving the maximum administrative and technical efficiency in the operations of the Conservation Districts, through facilitating an interchange of advice and experience among them.
  - 3.103 To create a nationwide awareness of the urgency for conserving and developing the nation's renewable natural resources to meet the rapidly expanding demands of the U.S. economy and population.
  - 3.104 To convince all who use or manage land, water and related resources, that America's future well-being depends on using each acre within its scientifically determined capabilities and treating each acre in accordance with its individual needs for protection and improvement.
  - 3.105 To enlarge the recognition by landowners and land users that the failure of a few to care for the land, water and related natural resources that they use or control jeopardizes the rights of all to own, use and manage these resources without excessive government regulation.
  - 3.106 To work impartially with private and public organizations and groups of all political affiliations to prevent the conservation of natural resources from becoming a partisan political issue.
  - 3.107 To help secure for all Conservation Districts the technical, financial, educational and scientific services, from both public and private sources, that are required to enable the Districts to achieve the conservation, wise use and orderly development of the renewable natural resources within their boundaries, whether on private or public lands.
  - 3.108 To encourage and facilitate close and effective cooperation between the Conservation Districts of the nation and all federal, state, tribal and local public agencies and agencies of U.S. affiliated island governments, both rural and urban, and all private agencies and organizations concerned in any manner with the conservation, improvement and development of natural resources in order thereby to carry out to the full extent the national policy for the conservation of soil and water resources established by the Congress of the United States in the Act approved April 27, 1935 (Public Law 46, 74th Congress, 16 U.S. Code 590 a-f).
  - 3.109 To promote full public understanding of the essential role of soil and water conservation in the prevention of soil erosion and the control of sediment and the protection and development of watersheds and river basins for the purpose of flood prevention and control, water storage, drainage, irrigation, recreation, protection and improvement of wildlife, improvement of water quality and the protection and expansion of agricultural, industrial, municipal and recreational water supplies.
  - 3.110 To achieve effective coordination of conservation work on public lands and with that on associated lands in private ownership.

## Article 4. POLICIES

- 4.10 The basic policies of the Association are:
- 4.101 To encourage all landowners and land users to organize Conservation Districts, to the end that all the land of the United States, public and private, may eventually lie within the boundaries of self governing Conservation Districts.
  - 4.102 To motivate the Officials of Conservation Districts, and of their respective State Association, to full acceptance of their responsibilities for leadership.
  - 4.103 To strengthen the basic American principle that the function of government is to serve, not to dominate or control.
  - 4.104 To seek public assistance only for conservation work which is in the public interest and which landowners and land users cannot perform adequately with their own capabilities or authorities.
  - 4.105 To help provide Conservation Districts with facilities and suggestions for making their objectives and democratic methods known to their communities.
  - 4.106 To seek effective support for Conservation Districts wherever it may be found — in government, industry, labor and commerce; in farm, civic and conservation organizations; in foundations; among educators, publishers and the clergy; and in all other segments of American society.
  - 4.107 To supply reliable information about the purposes and activities of Conservation Districts to the general public through the press, radio and television; to national, state and local legislative bodies; to farm organizations and agricultural leaders; and to all other responsible organizations and leaders concerned with these purposes and activities.
  - 4.108 To assist all public agencies concerned with the conservation, use and development of renewable natural resources in providing more effective service to the people of the nation.
  - 4.109 To assist State Associations of Conservation Districts when called upon to do so by such State Associations.
- 4.20 No part of the net earnings of the Association shall inure to the benefit of any Officer or Director of the Association, or any private individual (except that reasonable compensation may be paid for services rendered to or for the Association affecting one or more of its purposes), and no Officer or Director of the Association or any private individual shall be entitled to share in the distribution of any of the corporate assets upon dissolution of the Association.
- 4.30 Upon dissolution of the Association or upon the completion of its business as an association, the assets of the Association shall be distributed exclusively to charitable, religious, scientific, testing for public safety, literary or educational organizations which would then qualify under the provisions of Section 501(c)(3) of the Internal Revenue Code and its Regulations as they now exist or as they may hereafter be amended.

## Article 5.

### ASSOCIATION MEMBERSHIP AND DUES

#### 5.10 INSTITUTIONAL MEMBERS

State Associations shall elect or determine the method of selection of a representative and an alternate representative from their District membership to serve on the Board of Directors of this Association. The Board Member or alternate shall represent the individual Districts of that member's State Association at regional and national meetings of this Association. Every Conservation District and State Association therefore shall be deemed to be a voting member of this Association.

#### 5.20 DUES FOR INSTITUTIONAL MEMBERS

Annual membership dues for the support of this Association shall be developed by the Executive Board, approved by the Board of Directors, and assigned to each District and to each State Association prior to the beginning of each fiscal year. The responsibility for the collection of membership dues within a state may be assigned to the State Association upon request and otherwise shall rest with the Officers and Directors of NACD.

#### 5.30 ASSOCIATE MEMBERS

The associate members shall be those persons, firms, associations or corporations that shall apply for such membership and make the required financial contribution to the Association. The categories of associate membership and the required financial contribution for each category shall be determined by the Executive Board and ratified by the Board of Directors. The associate members shall be eligible to attend the meetings of the Association and to receive its publications, but are not eligible to vote.

## Article 6.

### ELIGIBILITY TO SERVE AS ASSOCIATION DIRECTOR, EXECUTIVE BOARD MEMBER OR OFFICER AND PROVISIONS FOR REMOVAL FROM OFFICE

6.10 All candidates who desire to be an officer, Executive Board Member or Director of the Association shall be an official of a conservation district that is a member district of this Association, except that this requirement shall not apply to the office of Chief Executive Officer. Any person holding a full-time salaried position in a Conservation District, State Association, State Commission or in any local, state, federal or tribal government agency or agencies of U.S. affiliated island governments directly assisting a Conservation District, shall not be eligible to serve as an Officer, Director or Executive Board Member of NACD.

#### 6.20 REMOVAL FROM OFFICE

Any member of the Board of Directors including the President, President-elect, a Vice President or Secretary-Treasurer, or any Regional Executive Board Member may be removed from office by an affirmative vote of two-thirds of the members of the Board of Directors at a regular or called meeting of the Board of Directors for such purpose following the procedures established in Sections 6.201 through 6.205 of these Bylaws.

6.201 The removal of such a Board Member shall be initiated by a written petition signed by at least fourteen members of the Board of Directors, which shall state the name of the Board Member whose removal is sought and the cause for removal, be it disability or dereliction of duty.

6.202 The petition for removal shall be submitted to the Chief Executive Officer at NACD headquarters. Upon receipt of the petition, the Chief Executive Officer shall immediately notify the President who shall cause the Board Members, the Board Member whose removal is sought and the state the individual member represents to be notified. The petition for removal will be considered by the Board of Directors at its next regularly scheduled meeting, provided that the Board Member whose removal is sought has been given no less than 30 days' notice of the meeting. A special Board of Directors

Meeting to consider the petition for removal may be called by the President, or by the written request of a majority of the Directors, provided that the Board Member whose removal is sought has been given no less than 30 days' notice of the meeting.

6.203 The Board Member in question shall be given the opportunity to be present with counsel and to be heard at the Board of Directors meeting at which that person's removal petition is considered. The degree and extent which the counsel for the member whose removal is sought may participate in any and all removal proceedings shall be determined by the Board of Directors.

6.204 That portion of a Board of Directors meeting devoted to considering the removal of a Board Member shall be closed to all except the Officers and Directors of NACD, counsel of the party in question and appropriate legal counsel of NACD.

6.205 Any vacancy resulting from the removal of a Board Member as herein provided shall be filled by the affected state's alternate at the same meeting and shall serve for the remainder of the term of such office or until the state selects a new Board Member.

## Article 7.

### BOARD OF DIRECTORS MEMBERSHIP AND ELECTION

7.10 The Board of Directors of the Association shall consist of one voting representative from each State Association of Conservation Districts; five nonvoting officers; one nonvoting representative from each NACD geographic region; one nonvoting representative from CTIC and the Immediate Past President who also serves as a nonvoting member. Each State Association shall determine the method of selection of its representative on the Board of Directors, but during any period in which any State Association shall have failed to designate its representative to serve on the Board of Directors, the President of the State Association shall serve as its representative on the Board of Directors. The term of office for a member of the Board of Directors is two years and each State Association and CTIC shall determine the number of consecutive terms that its representative may serve.

7.20 Each State Association shall designate an alternate representative to the Board of Directors. Such alternate members may attend meetings of the Board of Directors and participate as members of Board of Directors foundation committees. Alternate members shall not vote on questions before the Board of Directors, foundation committees or resolutions assigned to the hearings, except that alternate members may vote as substitutes for the members of the Board of Directors from their respective states in the absence of such members.

7.30 The Board of Directors may, during a duly called meeting, hold executive sessions to be attended only by voting members of the Board of Directors, Executive Board Members, the Officers of the Association and those invited by the Board of Directors.

#### 7.40 BOARD OF DIRECTORS POWERS AND DUTIES

The Board of Directors shall be the policy-making body for the Association.

7.401 The Board of Directors of each region shall elect a representative to serve on the Executive Board under the procedure established in Article 8.

7.402 It shall receive reports from the Officers, Executive Board and the Committees of the Association, the reports to be submitted in such form and at such times as the Board of Directors shall direct.

7.403 It shall consider, at its meeting during the Annual Meeting, proposed resolutions submitted to it by the Resolutions Committee and by the Foundation Committees and shall take such actions thereon as it

deems appropriate. Resolutions adopted by the Board of Directors establish the policy of the Association.

7.404 It shall consider at its meeting during the Annual Meeting proposed amendments to the Association's Bylaws, submitted in accordance with the provisions of Article 16, and shall take such actions thereon as it deems appropriate.

7.405 It shall elect the Officers of the Association, in accordance with Article 9.20.

7.406 It shall approve or disapprove the Association's annual budget which has been developed and approved by the Executive Board.

7.407 It shall approve or disapprove the annual membership dues proposed by the Executive Board and be responsible for membership dues collections.

7.408 It shall work to strengthen and unify NACD, recognize the diversity of its geographic regions and support and maintain effective liaisons with state associations and districts in the respective regions.

7.409 It shall, when requested to do so by individual State Associations, give guidance and assistance to the State Associations in developing and effectuating plans and programs for improving the effectiveness of District operations in the particular state and the work of the State Association.

#### 7.50 BOARD OF DIRECTORS RESOLUTION HEARINGS

The Association Foundation Committees, as appointed by the President, shall conduct the resolution hearings. The chair of each hearing will be chairs of the Foundation Committees. Board of Directors resolution hearings will meet prior action of the full Board of Directors for the purpose of hearing testimony and acting on resolutions assigned to them.

#### 7.60 BOARD OF DIRECTORS COMPENSATION

The members of the Board of Directors with the exception of the Chief Executive Officer shall serve without compensation from the National Association NACD's elected Officers are eligible to receive a per diem payment for services rendered to the Association. Such payments shall be made in accordance with policy developed by the NACD Executive Board and approved by the Board of Directors.

#### 7.70 BOARD OF DIRECTORS MEETINGS

7.701 The Board of Directors shall meet twice annually, during the Annual Meeting of the members of the Association and during the summer meeting, and may hold special meetings as are deemed necessary by the Board of Directors.

7.702 Special meetings of the Board of Directors may be held on not less than ten days written notice:

- a. when determined by vote of the Board of Directors in session;
- b. when requested in writing by ten members;
- c. at the call of the President when deemed necessary.

7.703 A majority of the members of the Board of Directors shall constitute a quorum at any meeting.

7.704 In case of a tie vote in a Board of Directors session on any issue except the election of officers, the presiding Officer is authorized to cast the tiebreaking vote.



## Article 8.

### EXECUTIVE BOARD

- 8.10 The Executive Board shall consist of the President, a First Vice President/President-elect, a Second Vice President, the Secretary-Treasurer, one member from each of the NACD geographic regions of the nation that are designated under Article 12. One member from CTIC, the Chief Executive Officer and the Immediate Past President, shall serve as nonvoting members. At no time shall a state's representative hold both an Executive Board and Board of Directors position simultaneously, except when the Regional Chair serves as the alternate Executive Board member, in the absence of the Executive Board member.
- 8.20 The Executive Board Members from each NACD geographic region shall be elected by a majority vote of the Board of Directors Members from that region. The election shall be at the Annual Meeting of the NACD or at the last meeting of the Board of Directors Members from the region preceding the Annual Meeting, each Board Member having one vote. Directors so elected shall assume office at the conclusion of the Annual Meeting. The Region Chair may serve as alternate to the Executive Board member, if the Executive Board member is unable to attend a board function. CTIC shall determine the method of selection of its representative and shall determine the number of terms that its representative shall serve.
- 8.30 The Immediate Past President of NACD shall serve at the direction of the President providing insight, expertise and support for NACD's programs and initiatives.
- 8.40 A member of the Executive Board shall serve a term of two years or until said member's successor has been elected.
- 8.50 An Executive Board Member may be elected to a maximum of two successive terms, except as provided in Section 8.1002.
- 8.60 EXECUTIVE BOARD POWERS AND DUTIES  
The business and affairs of the Association shall be managed by the Executive Board which shall exercise all of the powers of the Association except such as are by law or by Articles of Incorporation of the Association or by these Bylaws conferred upon or reserved to the Board of Directors. The Executive Board shall report to the Board of Directors as directed by these Bylaws. The Executive Board shall have the following powers and duties:
- 8.601 The Executive Board shall have the power to authorize expenditures within an approved budget, including expenditures to purchase and to rent real and personal property, seek and accept contributions, authorize contracts in the name of the Association, authorize the employment of auditors and provide for the issuance and distribution of the Association's publications.
- 8.602 It shall develop an annual budget and recommend quota levels for approval or disapproval by the Board of Directors.
- 8.603 It shall appoint the Association's Chief Executive Officer.
- 8.604 It shall review, revise as necessary and approve the recommendations submitted to it by the Secretary/Treasurer to establish the procedure governing reimbursement for travel and other expenses incurred by Officers and employees.
- 8.605 It shall formulate and direct the implementation of plans and programs for achieving the purposes of the Association.

- 8.606 It shall give guidance and assistance to the Region Chairs in developing and effectuating plans and programs for strengthening their respective regions and improving the effectiveness of District operations in the respective NACD geographic regions.
- 8.607 It shall select the site of the Annual Meeting of the members of the Association and establish procedures to govern the Annual Meeting.
- 8.608 It shall provide for the internal organization and oversee the activities of the Affiliated Organizations.
- 8.70 The Executive Board of the Association shall serve without compensation, but shall be entitled to reimbursement for their reasonable travel and other expenses incurred in connection with their official duties as approved by the President and in keeping with policy set by the Executive Board.
- 8.80 EXECUTIVE BOARD MEETINGS  
The Executive Board shall meet annually during and/or immediately following the Annual Meeting of the members of the Association, shall hold additional regular meetings at such times and places as the Executive Board shall determine and may, in addition, hold special meetings on the call of the President on not less than 10 days' written notice. Between meetings, teleconference meetings may be held to conduct official business. The Board of Directors shall be notified of all Executive Board Meetings.
- 8.801 The President shall call a special meeting of the Executive Board whenever requested to do so in writing by one-half of the membership of the Executive Board.
- 8.802 A majority of the members of the Executive Board shall constitute a quorum at any meeting.
- 8.90 EXECUTIVE BOARD ACTIONS WITHOUT MEETING  
Any action required or permitted to be taken by the Executive Board may be taken without a meeting, if all voting members of the Executive Board shall individually or collectively consent in writing to such action. Such written consent or consents shall be filed with the minutes of the proceedings of the Executive Board. Such action by written consent shall have the same force and effect as a unanimous vote of such Executive Board.
- 8.100 VACANCIES
- 8.1001 A vacancy of a regional member of the Executive Board shall be filled by appointment by the Board of Directors members from the affected region, and a member thus appointed to fill a vacancy shall hold office for the remainder of the unexpired term.
- 8.1002 A member appointed to fill a vacancy for an unexpired Executive Board Members term of less than one years shall be eligible for reelection immediately thereafter to a maximum of two successive terms.

## Article 9.

### OFFICERS

#### 9.10 OFFICERS

The Officers of the Association shall be a President, a First Vice President/President-elect, a Second Vice President, a Secretary-Treasurer, and a Chief Executive Officer.

#### 9.20 OFFICER ELECTION

The officers of the Association, with the exception of the Chief Executive Officer, shall be nominated by a committee appointed by the President. The nominating committee shall be composed of the immediate Past

President, who shall serve as chair, plus one representative from each NACD geographic regions identified in 12.101 - 12.107. The officers are elected by the Board of Directors.

9.201 Election Procedures - Meetings of the Board of Directors for the purpose of electing Officers shall be organized under the following procedures:

9.2011 It shall be an open meeting with attendance of at least one half of all voting Board Members with at least one representative from each NACD geographic region in attendance.

9.2012 All votes shall be by ballot. The number of votes necessary for election shall consist of a majority of the Directors of the Board present and voting.

9.2013 Eligible candidates include all persons nominated by the nominating committee along with nominees from the floor.

9.2014 If a majority is not achieved on the first ballot, only the two candidates who receive the highest number of votes will be voted upon in subsequent ballots.

9.2015 All other procedures shall be in accordance with Roberts Rules of Order.

9.2016 The election shall be held during the Annual Meeting at which a term of office expires, except that the First Vice President shall be elected during the Annual Meeting at which the President-elect becomes President.

#### 9.30 TERMS OF OFFICE

9.301 The President shall serve a term of two years, and the person so elected shall not be elected to a successive term in that office.

9.302 The Vice Presidents shall serve terms of two years.

9.303 At the end of the first year of the President's term, the Board of Directors shall, by majority ballot vote, decide either to retain the First Vice President as President-elect or to reject the First Vice President as President-elect.

9.3031 In the event the Board of Directors decides to retain the First Vice President as President-elect, then the person so selected shall serve one year concurrently as First Vice President and as President-elect and shall, at the end of such year, become President of the Association for a two year term.

9.3032 In the event the Board of Directors decides to reject the First Vice President as President-elect, then they shall, following the procedures described in Article 9.21, elect a person to serve as President-elect for one year, and the person so elected shall, at the end of that year, become President of the Association for a two-year term.

9.304 The Secretary-Treasurer shall be elected by the Board of Directors for a term of two years, and the person so elected may be successively elected to such office once.

9.305 The Chief Executive Officer shall be appointed by and serve at the pleasure of the Executive Board.

9.306 Newly elected Officers shall take office at the conclusion of the Annual Meeting where elected.

#### 9.40 VACANCIES

In case of the President's death, removal or resignation, the President-elect shall become President. In the case where there is no President-elect, the First Vice President shall become acting President until the position is filled by the Board of Directors.

9.401 In the case of death, resignation or inability of any officer to serve, the successor may be chosen for the balance of the current year by the Board of Directors or until the next election, except in the case of the President, the successor shall be the President-Elect.

#### 9.50 UNEXPIRED TERMS

9.501 The filling of an unexpired term because of a vacancy in any office described in this Article 9 shall not be considered for the purpose of determining such person's eligibility for reelection to such office, as a term of office.

#### 9.60 ELECTED OFFICERS' DUTIES

##### 9.601 THE PRESIDENT

The President shall preside at meetings of the Executive Board and the Board of Directors. The President shall be the principal elected officer of the Association responsible for seeing that the policies of the Association are carried out in accordance with the applicable procedures and requirements. The President is authorized to delegate to one or more Officers, from time to time, the performance of any of the President's functions or responsibilities, to supervise the performance of such delegated duties and to revoke any such delegation at any time. The President shall perform such further duties as shall be assigned to the President, from time to time, by the Executive Board or the Board of Directors. The President shall keep the President-elect fully advised of the Association's affairs and shall involve the President-elect in official functions of the presidency.

##### 9.602 THE PRESIDENT-ELECT

The purpose of creating the office of President-elect is to provide for an expedient continuation of the Association's affairs upon the completion of the President's term of office. All Officers, Executive Board members, Board of Directors and employees of this Association shall apprise the President-elect of their official acts in respect of the Association. The President-elect shall also have the powers, privileges and duties of Vice President.

##### 9.603 THE VICE PRESIDENTS

The Association's First and Second Vice Presidents shall exercise the powers and perform the functions that are from time to time assigned by the President. If by reason of illness or other disability or absence, the President is unable to carry out the responsibilities of the office, the First Vice President shall assume the powers and exercise the duties of the President. The Vice Presidents shall perform such other functions as the Executive Board may direct.

##### 9.604 THE SECRETARY-TREASURER

The Secretary-Treasurer shall have dual duties and responsibilities:

9.6041 As Treasurer, shall:

- a. oversee the collecting of all membership dues, contributions and other funds;
- b. ensure that proper accounting procedures are maintained for the handling of the Association's funds;
- c. work collaboratively with the Executive Board preparing an annual budget, such other budgets as are required and report the financial condition of the Association at all meetings of the Board of Directors and at such other times when called upon by the President;

- d. ensure that an annual financial report is prepared at the end of each fiscal year which shall reflect the audit prepared by a certified public accountant.

9.6042 As Secretary, shall act as such when the laws of the United States or of any state require the action of a corporate secretary.

9.70 THE CHIEF EXECUTIVE OFFICER

The Chief Executive Officer shall be the Chief Executive of the Association responsible for managing the day-to-day affairs of the Association and ensuring that the policies, directives and programs authorized by the Board of Directors and Executive Board are carried out. The Chief Executive Officer shall perform such duties as the Board of Directors or Executive Board may from time-to-time require. The Chief Executive Officer shall have such authority as the Board of Directors or Executive Board may from time-to-time vest in the officer.

9.80 PRESIDENT, PRESIDENT-ELECT, VICE PRESIDENTS AND SECRETARY-TREASURER AS COMMITTEE MEMBERS

9.801 The President, President-elect, First Vice President, Second Vice President and the Secretary-Treasurer shall be voting members ex-officio of all committees of this Association.

9.802 The Officers of the Association shall assist all official bodies and all Foundation Committees in the performance of their responsibilities.

9.90 OFFICER COMPENSATION

The elected Officers of the Association (President, President-elect, First Vice President, Second Vice President, and Secretary-Treasurer) are eligible to receive a per diem payment for services rendered to the Association and are entitled to be reimbursed for their reasonable travel and other expenses incurred in conjunction with their official duties. The Chief Executive Officer shall receive such compensation and reimbursement as the Executive Board shall determine.

## Article 10.

### OFFICERS AND DIRECTOR INDEMNIFICATION

10.10 The Association may, by resolution of the Executive Board, provide for indemnification by the Association of any and all of its Directors, Executive Board Members or Officers or former Directors, Executive Board Members or Officers against expenses actually and necessarily incurred by them in connection with the defense of any action, suit or proceeding in which they or any of them are made parties or a party, by reason of having been Directors, Executive Board Members or Officer of the Association, except in relation to matters as to which such Director, Executive Board Member or Officer or former Director, Executive Board Member or Officer shall be adjudged in such action, suit or proceeding to be liable for gross negligence or misconduct in the performance of duty and to such matters as shall be settled by agreement predicated on the existence of such liability.

10.20 BONDING

The Treasurer and all other Officers, agents and employees of the Association who handle funds of the Association in any manner and any other Officers, agents and employees of the Association specifically designated by the Executive Board shall execute fidelity bonds in favor of the Association in such sums as the Executive Board may from time to time specify. Each such fidelity bond shall be executed by the Officer, agent or employee as principal and by a corporate surety approved by the Executive Board, provided, however, that blanket bonds may be employed in lieu of individual bonds. All premiums for fidelity bonds

required of Officers, agents and employees shall be paid by the Association, and such premiums shall be an Association expense.

## Article 11.

### COMMITTEES

#### 11.10 FOUNDATION COMMITTEE MEMBERSHIP AND TERM OF OFFICE

The Board may establish Foundation committees to carry out the business of the Association. The Foundation Committees will consist of the following committees: District Operations and Member Services; Communications; Legislative; Stewardship and Education; and Natural Resource Policy.

11.101 Foundation committee members will be appointed by NACD president, selected from a combined list of the top three committee preferences from each state, territory and District of Columbia priority signup and assure a geographic balance. Each state, territory and DC will be guaranteed representation on a Foundation Committee. States, territories and DC will have an opportunity to list their three top priorities for committee appointment.

11.102 Members' terms will be two-years and coincide with the term of the president.

11.103 Committees will consist of 9-12 members, who will all be NACD Board of Directors members or alternates.

11.104 One Executive Board member will serve as a liaison on each of the Foundation Committees.

11.105 The president shall appoint the members of the Foundation Committees and designate their chairpersons by the 90th day following the conclusion of the Annual Meeting of members.

11.106 The chairpersons of all Foundation committees may be in addition to the 9-12 members and shall be members of the Board of Directors, Executive Board, or Officers.

11.107 In the event that a Board member who serves as the Chair of a Foundation Committee and/or other subgroups is replaced by his or her state, that individual with the approval of the President may continue to serve as Chair of his or her committee until the close of the next NACD annual meeting.

#### 11.20 FOUNDATION COMMITTEE POWERS AND DUTIES

It shall be the duty of each Committee to explore actively the functional area for which it is responsible, to formulate proposals for action within that functional area, to submit those proposals to the appropriate Officers and Official Bodies of the Association and to keep the members, Officers and Official Bodies of the Association informed of their work, their problems and their proposals.

#### 11.201 DISTRICT OPERATIONS & MEMBER SERVICES COMMITTEE

There is hereby established a District Operations and Member Services (DO/MS) Committee as a standing committee of the Association. The DO/MS Committee is responsible for providing guidance, input, direction, and performance to accomplish DO/MS goals.

#### 11.202 COMMUNICATIONS COMMITTEE

There is hereby established a Communications Committee as a standing committee of the Association. The Communications Committee is responsible for providing guidance, input, direction, and performance to accomplish NACD Communications goals.

#### 11.203 LEGISLATIVE COMMITTEE

There is hereby established a Legislative Committee as a standing committee of the Association. The Legislative Committee is responsible for guiding and coordinating the development and implementation of legislative strategies in support of Board of Directors approved policy and program objectives.

#### 11.204 STEWARDSHIP AND EDUCATION COMMITTEE

There is hereby established a Stewardship and Education Committee as a standing committee of the Association. The Stewardship and Education Committee is responsible for providing guidance, input, direction, and performance to accomplish Stewardship and Education goals.

#### 11.205 NATURAL RESOURCE POLICY COMMITTEE

There is hereby established a Natural Resource Policy Committee as a standing committee of the Association.

11.2051 The Natural Resource Policy Committee is charged with coordinating activities and formulating policy recommendations dealing with natural resources concerns.

11.2052 The Natural Resource Policy Committee may recommend the appointment of Resource Policy Groups (RPG) for in-depth review of specific policy issues and development of policy recommendations. RPGs may only be established under the Natural Resource Policy Committee, as needed, to address issues of national perspective. RPGs must be goal-oriented with short-term outcomes (6-12 months).

11.20521 RPG members must be district officials. The President will select RPG members based on recommendations from the Natural Resource Policy Committee. An RPG will consist of members with a balance of geographic representation relative to the issue. The President will appoint the chair, who must be a member of the NRPC. Other nonvoting members and NACD staff may be designated.

11.20522 For decision-making purposes, a majority of the voting members present at RPG meeting will constitute a quorum.

#### 11.30 SPECIAL COMMITTEES, TASK FORCES AND ADVISORY BOARDS

11.301 In addition to the Five Foundation Committees, the Officers, Executive Board, Board of Directors or any of the Foundation Committees may recommend and the President may appoint members to special committees, task forces and advisory boards to further advance the goals and work of the Association.

11.302 NACD regions shall submit a name or names from their respective regions for consideration by the NACD President. Presidential appointments to these special committees, task forces and advisory boards need not be ratified by the Board of Directors.

11.303 In the case of a special committee, task force or advisory board recommended by a Foundation Committee, membership selection will be made by the President, based on recommendations from the Foundation Committee. The special committee, task force or advisory board will not be limited in size; however, it must have at least one Foundation Committee member and must have geographic balance. Other members may be designated as needed.

11.304 Membership on NACD's special committees, task forces and advisory boards is not limited to district officials; however, only district officials will be voting members.

11.305 Each special committee, task force or advisory board shall include at least one member who shall be an officer, Executive Board member or a member of the Board of Directors.

11.306 For decision-making purposes, a majority of the voting members present at task forces, special committees, and advisory board meetings will constitute a quorum.

## **Article 12.**

### **REGION AFFAIRS**

#### **12.10 THE GEOGRAPHICAL REGIONS**

For the purpose of serving NACD members, the United States is divided into the following regions:

##### **12.101 The Northeast Region –**

Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont and West Virginia.

##### **12.102 Southeast Region –**

Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, Puerto Rico, South Carolina, Tennessee, Virginia and Virgin Islands.

##### **12.103 North Central Region –**

Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, Ohio and Wisconsin.

##### **12.104 South Central Region –**

Arkansas, Louisiana, Oklahoma and Texas.

##### **12.105 Northern Plains Region –**

Kansas, Montana, Nebraska, North Dakota and South Dakota

##### **12.106 Southwest Region –**

Arizona, Colorado, Nevada, New Mexico, Wyoming and Utah.

##### **12.107 Pacific Region –**

Alaska, California, Guam, Commonwealth of the Northern Mariana Islands, Hawaii, Federated States of Micronesia, Republic of Palau, American Samoa, Idaho, Oregon and Washington.

#### **12.20 REGION BOARD OF DIRECTORS**

There shall be a Region Board of Directors in each of the geographical regions set forth in 12.101 through 12.107.

##### **12.201 REGION BOARD OF DIRECTORS MEMBERSHIP**

The members of the Board of Directors from each of the geographical regions set forth in Section 12.101 through 12.107 shall constitute the Region Board of Directors from that particular region.

12.202 A Region Chair shall be elected from and by the Members of the Board of Directors in each NACD geographic region. Each of the Region Chairs shall be elected for a term of one year and may be successively elected. Region Chairs shall preside at Region Board of Directors meetings and are



responsible for facilitating the work of the Region Board of Directors. The Region Chair serves as alternate for the Executive Board Member, if the Executive Board member is unable to attend the Board functions.

#### 12.30 REGION BOARD OF DIRECTORS POWERS AND DUTIES

Each Region Board of Directors shall plan and carry into effect programs and activities to strengthen the region and to promote maximum effectiveness in the operation of the Districts and the State Associations of the Region; to serve as two-way channels of information, bringing to the Board of Directors and the Executive Board the views of their regions and information concerning their progress and problems and bringing to the District Officials and State Associations in their regions the views of the National Association and information concerning its progress and problems; and to organize and conduct meetings of State Association Officers and District Officials within their regions to promote interstate exchange of information and development of cooperative interstate programs and policies.

12.301 Each Region Board of Directors is responsible for electing a representative to serve on the Executive Board under the procedure established in Article 8.

#### 12.40 REGION VOTING ELIGIBILITY

In the conduct of NACD Region business requiring voting by the constituent State Associations of the Region, each State Association shall have one vote which may be cast by its representative on the NACD Board of Directors or some other duly accredited representative of the State Association.

#### 12.50 REGION MEETINGS OF BOARD OF DIRECTORS MEMBERS

The Board of Directors of the NACD geographical Regions may meet from time to time for the conduct of NACD Board of Directors business in the Regions and engage in other activities related to their responsibilities.

### Article 13.

#### ANNUAL MEETING OF THE MEMBERS

##### 13.10 ANNUAL MEETING CHARACTER AND PURPOSE

The Association shall conduct an Annual Meeting of the members which shall be open to attendance by all District officials, by officers of the state associations, by individual members and by guests of the association.

13.101 The principal purpose of the Annual Meeting is to enable all members of the Association to express themselves on the activities, problems and objectives of the Association and to benefit from an interchange of information and experience.

##### 13.20 RESOLUTIONS

To be considered at an Annual Meeting any State Association, territory or DC, or group of State Associations constituting an NACD geographical Region, Foundation Committee or the Executive Board may file with the Chief Executive Officer of the National Association, at least 30 days before the annual meeting of the Board of Directors, a copy of any resolution adopted at any annual or special meeting of such State Association, Region, Foundation Committee or Board which it wishes to have considered during the next Annual Meeting of the National Association.

13.201 Immediately preceding each Annual Meeting, a Resolutions Committee appointed by the President in accordance with standards established by the Board of Directors may review resolutions referred to it by the Chief Executive Officer, combine those essentially similar and also draft resolutions on its own initiative for consideration by the Board of Directors. The Resolutions Committee may assign resolutions to Board of Directors hearings and shall establish rules for resolution approval procedures and Board of Directors conduct.

## Article 14.

### AFFILIATED ORGANIZATIONS

#### 14.10 THE AUXILIARY

There is hereby established, as an Affiliated Organization, the Auxiliary of the National Association of Conservation Districts. The official abbreviation of its name shall be the NACD Auxiliary.

14.101 The objective of this affiliation is to provide a basis for the effective utilization of the skills and energies of the members of the NACD Auxiliary in support of the purposes and activities of this Association. To this end, the NACD Auxiliary may engage in such educational, promotional and public relations activities as will further the purposes, policies and activities of this Association.

#### 14.20 THE PRESIDENTS ASSOCIATION

There is hereby established, as an Affiliated Organization, the Presidents Association of State Associations of Conservation Districts. The official abbreviation of its name shall be the Presidents Association.

14.201 The objective of this affiliation is to provide a basis for the effective utilization of the talents and experience of the members of the Presidents Association in support of the purposes and objectives of this Association. To this end, the Presidents Association may engage in such activities as will further the purposes, policies and activities of this Association.

#### 14.30 THE NATIONAL CONSERVATION DISTRICT EMPLOYEES ASSOCIATION, INC.

There is hereby established, as an Affiliated Organization, the National Conservation District Employees Association, Inc.

14.301 The objective of this affiliation is to provide a basis for the effective utilization of the talents and experience of the members of the National Conservation District Employees Association, Inc., in support of the purposes and objectives of this Association. To this end, the National Conservation District Employees Association, Inc., may engage in such activities as will further the purposes, policies and activities of this Association.

#### 14.40 CONSERVATION TECHNOLOGY INFORMATION CENTER

There is hereby established, as an Affiliated Organization, the Conservation Technology Information Center. The official abbreviation of its name shall be CTIC.

14.401 The purpose of CTIC is a public/private partnership providing reliable, profitable solutions to improve the relationship between agriculture and the environment. Through its national network of members and partners, CTIC supports NACD and local conservation districts in leading the locally led conservation process.

14.402 CTIC Board of Directors shall elect one person to serve as a non-voting member on the NACD Executive Board.

14.403 CTIC Representatives may participate as members in NACD task forces, special committees, and resource policy groups and in accordance with the NACD bylaws.

## Article 15.

### ENDOWMENT FUND

#### 15.10 NACD ENDOWMENT FUND

There is hereby established and created a fund to be designated The Endowment Fund of the National Association of Conservation Districts. The official abbreviation of its name shall be the NACD Endowment Fund.

- 15.101 The NACD Endowment Fund shall consist of donations, gifts, devises and bequests heretofore and hereafter received by NACD and directed thereto. The donations, gifts and bequests of money received by NACD for the NACD Endowment Fund and the money received from the sale of other NACD Endowment Fund property shall be considered the cash principal of the NACD Endowment Fund.
- 15.102 The NACD Endowment Fund shall be held in trust in perpetuity to assist NACD in accomplishing its purposes and performing its activities according to its policies as established by the Executive Board.
- 15.20 The managers shall have power to lease the NACD Endowment Fund property on such terms as they deem proper, including oil, gas, sand, gravel, coal, lignite, uranium and other mineral leases and to enter into pooling, unitization and other types of agreements relating to the development, operation and conservation of mineral properties; and the managers shall have the power to sell, upon such terms and for such amounts as they deem fit, such property when, in their opinion, it ceases to produce sufficient income.
- 15.30 The proceeds from the sale of any securities or other property held by the NACD Endowment Fund shall become a part of the cash principal of the NACD Endowment Fund and be invested pursuant to NACD' approved investment policy.
- 15.40 This article of the NACD Bylaws shall be and is hereby made a covenant on the part of NACD, its successors and assigns with every person, firm, association, corporation or other donor to the NACD Endowment Fund who shall make a donation, gift, devise or bequest, or who shall promise to make a donation, gift, devise or bequest to the NACD Endowment Fund, that the cash principal of the NACD Endowment Fund shall be held in trust in perpetuity, and the income only thereof used for the purposes stated in this Article and upon the terms and conditions contained in this Article.

## Article 16.

### AMENDMENTS

- 16.10 Amendments to these Bylaws may be made at any regular or special meeting of the Board of Directors by the affirmative vote of two-thirds of the members of the Board of Directors.
- 16.101 No proposed amendment shall be voted upon at any meeting of the Board of Directors, unless it shall have been submitted in writing to the members of the Board of Directors through the respective State Association, directly or through the Chief Executive Officer of the Association, at least 60 days prior to the meeting of the Board of Directors at which it is to be voted upon. Each proposed amendment shall include, as part of the proposal, the date or time at which the amendment would become effective if adopted by the Board of Directors.
- 16.102 The Board of Directors, the Executive Board and any member State Association of Conservation Districts or group of State Associations constituting an NACD geographical region may submit purposed amendments.

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