

Briar Creek Association for Watershed Solutions (B.C.A.W.S.)

ARTICLE 1

MISSION

1. The membership of B.C.A.W.S. will consist of those persons who have a manifest interest in the following objectives:
 - A. Promote wise and proper conservation practices in the watershed regarding interests, such as:
 - i. Water Resources
 - ii. Logging
 - iii. Mining
 - iv. Tourism
 - v. Farming
 - vi. Commercial/Industrial
 - vii. Residential
 - viii. Roads and Bridges
 - ix. Fire Protection
 - x. Recreation
 - B. Reduce stream and groundwater pollution.
 - C. Protect and restore aquatic, animal, and plant life within the watershed.
 - D. Institute programs to reduce potential flooding and support activities on the stream to protect existing structures and homes.
 - E. Support all existing environmental rules and regulations and work to have new laws drafted where required.
 - F. Apply for State and Federal funds to study, improve or eliminate watershed problems.

ARTICLE 2

MEMBERSHIP

1. Any person who subscribes to the purposes of B.C.A.W.S. will be eligible for membership, upon submitting an application and payment of the annual fee.
2. There will be four classes of membership:
 - A. Individual - 18 years or older \$ 10.00/yr.
 - B. Youth - Under 18 years of age FREE
 - C. Sponsor \$ 150.00/yr. (Sponsor members will be eligible for one vote.)
 - D. Lifetime \$100.00
 - E. At the discretion of the board, the membership fee may be paid with in-kind services.
3. For the purpose of voting, the member must have paid his/her dues and have attended at least one meeting of the last six scheduled meetings. There is a limit of one vote per membership class.
4. Dues will be paid by the February meeting.

ARTICLE 3

ORGANIZATION STRUCTURE

1. B.C.A.W.S. will be incorporated.
2. The first Executive Board will be composed of seven people elected as directors at the second public meeting by the majority in attendance. Subsequent board elections will be in accordance with article six. The elected board will vote to fill from the board, the following four offices:
 - A. President
 - B. Vice President
 - C. Secretary
 - D. Treasurer

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3. The term of office for the Executive Board will be two years, with the President and Secretary elected in even years and the Vice President and Treasurer elected in odd years. Three members at large will be elected, one on the even year and two on the odd year.
4. The meetings will be conducted in accordance with Robert's Rules of Order.
5. The Executive Board will be responsible for conducting the activities of B.C.A.W.S. in accordance with the purposes of B.C.A.W.S. and the direction of the membership.
6. B.C.A.W.S. will be governed by the approved by-laws. These by-laws may be added to or amended in a regular monthly meeting under the following conditions. The amendments will be prepared in written form and discussed at a public meeting and voted on at the next public meeting. It will require a majority vote of the members present at the meeting to amend the by-laws.
7. Conflict of Interest: No director will maintain substantial personal or business interests that conflict with those of B.C.A.W.S.
8. Vacancies: Any vacancy caused by the death, disability, resignation, or removal of any officer; the directors may fill the newly created vacancy until the next annual meeting.
9. A Board member can be removed by the majority vote of the membership present at a meeting called for this purpose. Missing three meetings in a row is cause for removal.
10. Quorum: A majority of the directors in office will be necessary to constitute a quorum for the transaction of business.
11. It is the duty of the board to set policy and carry out the business of the board.
12. At the discretion of the board, e-votes can take place when needed. Decisions will be ratified at the regularly scheduled meeting.

ARTICLE 4

COMMITTEES

1. B.C.A.W.S. will have five standing Committees:
 - A. Membership
 - B. By-laws & Legislation
 - C. Publicity & Newsletters
 - D. Fundraising & Grants
 - E. Nominations
2. Membership in any committee is open to members
3. Each committee will elect a chair.
4. The board can appoint additional committees as necessary.

COMMITTEE RESPONSIBILITIES

1. Membership Committee is responsible for seeking out and enlisting new members, for retaining old members, for membership drives, for membership eligibility and membership records, and for all other matters pertaining to membership. In addition, this committee is responsible for:
 - A. Maintaining an accurate list of members, including names, addresses, email addresses and telephone numbers of all members in good standing, and will be responsible for collecting the annual dues.
 - B. Reporting at annual meetings.
2. By-laws & Legislation Committee is responsible for structuring and maintaining the organization's by-laws. In addition, this committee is responsible for:
 - A. Following legislation and contacting legislation pertaining to the organization.
 - B. Reporting at annual meetings.
3. Publicity & Newsletter Committee is responsible for notifying the public and association members of special meetings or events, using means such as the local newspapers, radio, etc. In addition, this committee is responsible for the following:
 - A. Illustrating the problems of the watershed and the things we can do to improve its condition. These programs will explain the objectives of the organization.
 - B. Preparing programs that can be used to teach people how to take care of the watershed, while explaining to them why it is to their advantage to do so.
 - C. Educating and/or bringing to the attention of B.C.A.W.S. members, facts related to the Briar Creek Watershed, as well as, other environmental challenges where our support would be helpful.
 - D. Reporting at annual meetings.

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4. Fund Raising & Grants Committee is responsible for all fund-raising efforts, grants, projects, and programs that B.C.A.W.S. endorses or sponsors. In addition, this committee is responsible for the following:
 - A. Soliciting, creating, discovering, and devising means and methods for B.C.A.W.S. to achieve its goals and objectives. Community activities, sales, and development activities are under the authority of this committee.
 - B. Seeking out funding sources and will write and submit proposals to private funding sources, businesses, and government agencies.
 - C. Completing of all reports required by any funding agency and keeping accurate records.
 - D. Preparing an annual budget. The Committee chair is also the Treasurer of B.C.A.W.S.
 - E. Reporting at annual meetings.
5. Nominating committee is responsible for establishing a slate of officers for election. The nominating committee will be composed of two people from the Executive Board and three people elected from the open membership, they being selected during the previous year's election. The slate of proposed officers will be presented at the January meeting and at that time nominations from the floor will be accepted.

ARTICLE 5

MEETINGS

1. There will be eleven regularly scheduled membership meetings as follows: January, February, March, April, May, June, July, August, September, October, and November.
2. The annual organizational meeting will take place in January.
3. The dates of the regular meetings will be set at the first monthly meeting of the membership.
4. Special meetings can be convened by the Executive Board seven days after a notice is published in newspapers of general circulation, in Columbia County.
5. Open committee meetings will be held one hour before regular meetings; special committee meetings may be convened by the committee chairperson upon one week's notice published in newspapers in general circulation in Columbia County.

ARTICLE 6

ELECTION OF OFFICERS

1. The election of officers will be done in the January monthly meeting.
2. Only members in good standing may vote. Voting will be cast privately in a written format.
3. Each committee will elect a chairperson. In the case that there are no members on a committee, the president will appoint committee members.

ARTICLE 7

FINANCIAL

1. Two signatures are required for all transactions.
2. An annual budget will be prepared by the Treasurer and the Fund Raising & Grants Committee.
3. The fiscal year will be the calendar year.

ARTICLE 8

MISCELLANEOUS

1. A strategic plan will be established for every five-year period.
2. Goals and objectives will be established on an annual basis.