

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

ARTICLE 1

MISSION

1. The membership of B.C.A.W.S. shall consist of those persons who have a manifest interest in the following objectives:
 - A. Promote wise use of proper conservation practices for multiple use of the watershed for the activities which follow:
 - i. Farming
 - ii. Logging
 - iii. Mining
 - iv. Tourism
 - v. Water Sources
 - vi. Commercial/Industrial
 - vii. Residential
 - viii. Roads and Bridges
 - ix. Fire Protection
 - x. Recreation
 - B. Actively institute programs to reduce potential flooding and support activities on the stream to protect existing structures and homes.
 - C. Protection and restoration of plant life, wildlife and aquatic life within the watershed.
 - D. Reduction of stream and groundwater pollution.
 - 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. shall be eligible for membership, upon submitting an application and payment of the annual fee.
2. There shall be four (4) classes of membership:

A. Individual - 18 years or older	\$ 10.00/yr.
B. Youth - Under 18 years of age	FREE
C. Sponsor (Sponsor members shall be eligible for one vote.)	\$ 150.00/yr.
D. Lifetime	\$100.00

 - E. At the discretion of the board, the membership fee may be paid in 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 6 scheduled meetings. There is a limit of one vote per membership class.

ARTICLE 3

ORGANIZATION STRUCTURE

1. B.C.A.W.S. shall be incorporated.
2. The first Executive Board shall be composed of seven (7) 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 shall vote to fill from the board, the following four (4) offices:
 - A. President
 - B. Vice President
 - C. Secretary
 - D. Treasurer
4. The term of office for the Executive Board shall be two (2) years, with members of the Board elected each year at the annual meeting with the first directors elected to a staggered term as follows: two directors for one year; two directors for two years; three directors for three years.
5. The meetings shall be conducted in accordance with Robert's Rules of Order.
6. The Executive Board shall 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.
7. B.C.A.W.S. shall 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 shall be prepared in written form and mailed to all members one (1) month before the monthly meeting where they shall be voted. It shall require a majority vote of the members present at the meeting to amend the by-laws.
8. Conflict of Interest: No director shall maintain substantial personal or business interests who conflict with those of B.C.A.W.S.
9. Vacancies: Any vacancy caused by the death, disability, resignation, or removal of any officer; the directors may fill the newly created office until the next annual meeting.
10. A Board member can be removed by the majority vote of the membership present at a meeting called for this purpose. Missing three (3) meetings in a row is cause for removal.
11. Any vacancies occurring on the board of directors may be filled by the board of directors of B.C.A.W.S. until the next annual meeting.
12. Quorum: A majority of the directors in office shall be necessary to constitute a quorum for the transaction of business.
13. It is the duty of the board to set policy and carry out the business of the board
14. 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. shall have four (4) standing Committees:
 - A. Membership
 - B. By-laws & Legislation
 - C. Publicity & Newsletters
 - D. Fundraising & Grants
2. Membership in any committee is open to members
3. Each committee shall 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 the following:
 - A. This committee shall maintain an accurate list of members, including names, addresses, email addresses and telephone numbers of all members in good standing, and shall be responsible for collecting the annual dues.
 - B. This committee shall be responsible for reporting at annual meetings.
2. By-laws & Legislation Committee is responsible for structuring and maintaining of the organization's By-laws, in accordance with the directions of B.C.A.W.S. In addition, this committee is responsible for the following:
 - A. The committee shall be responsible for following legislation and contacting legislation pertaining to the organization.
 - B. This committee shall be responsible for 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. This committee shall illustrate the problems of the watershed and the things we can do to improve its condition. These programs shall explain the objectives of the organization.
 - B. This committee shall prepare programs that can be used to teach people how to take care of the watershed, while explaining to them why it's to their advantage to do this.
 - C. This committee shall educate and/or bring 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. This committee shall be responsible for reporting at annual meetings.
5. 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. This committee shall solicit, create, discover, and devise 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. This committee shall seek out funding sources and shall write and submit proposals to private funding sources, businesses, and government agencies.
 - C. This committee is responsible for the completing of all reports required by any funding agency and keeping accurate records.
 - D. The Committee chair is also the treasurer of B.C.A.W.S.
 - E. This Committee shall be responsible for preparing an annual budget
 - F. This committee shall be responsible for reporting at annual meetings.

ARTICLE 5

MEETINGS

1. There shall be eleven (11) regularly scheduled membership meetings as follows: January, February, March, April, May, June, July, August, September, October, and November.
2. The dates of the regular meetings will be set at the first monthly meeting of the membership.
3. Special meetings can be convened by the Executive Board seven (7) days after a notice is published in newspapers of general circulation, in Columbia County.
4. Open committee meetings will be held one (1) 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 annual meeting will take place in November.
2. The election of officers shall be done in the November monthly meeting.
3. A nominating committee shall be elected to prepare a slate of officers for election. The nominating committee shall be composed of 2 people from the Executive Board and 3 people elected from the open membership, they being selected during the previous year's election. The slate of proposed officers shall be presented at the November meeting and at that time nominations from the floor will be accepted.
3. Only members in good standing may vote. Voting will be cast in a written format.
4. Each committee shall elect chairpersons. In the case that there are no members on a committee, the president shall appoint committee members.

ARTICLE 7

FINANCIAL

1. Two (2) signatures are required for all transactions
2. The Budget will be prepared in an annual basis 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 1, 5, and 10 year period.
2. Goals and objectives will be established on an annual basis.