

## By-Laws of the Minnesota Association of Conservation District Employees

### **Section I. Name and Affiliation**

The name of this association shall be the Minnesota Association of Conservation District Employees (MACDE) and it shall be affiliated with the Minnesota Association of Soil and Water Conservation Districts (MASWCD).

### **Section II. Purpose and Objectives**

The primary purpose of this association shall be to strengthen the local soil and water conservation districts of the state of Minnesota by:

- 1) Providing a means of communication between district employees to exchange information and ideas which will encourage unification and coordination of our district programs.
- 2) Helping to establish and support a continuing education program for all district employees.
- 3) Providing input into the activities of MASWCD and the Board of Water and Soil Resources (BWSR), to increase the contribution of district employees and effectiveness of districts and their programs.
- 4) Informing district employees of current events and job opportunities.
- 5) Striving to maintain a stable and harmonious working relationship between districts, employees, supervisors and cooperating agencies.

### **Section III: Policies**

This association shall:

- 1) Not discriminate against any person because of race, color, sex, age, religion or national origin.
- 2) Uphold the by-laws of the Minnesota Association of Conservation District Employees and the Minnesota Association of Soil and Water Conservation Districts.
- 3) Not become affiliated with a union.

### **Section IV: Membership**

- 1) Membership shall be open to any conservation district employee supportive of the purpose and objectives of this association and who shall pay dues.
- 2) Each dues paying member shall have one (1) vote. Members may vote by being present at a meeting or by mail ballot upon written request. Association members will be given notice of a pending ballot thirty (30) days prior to the meeting.
- 3) Each member shall pay the association the sum of fifteen (15) dollars annual dues.
- 4) Membership shall be held from the year beginning January 1 and ending December 31.
- 5) Any person, business, or organization supportive of the purpose and objectives of the MACDE may become an affiliate member of MACDE by making application and paying dues of fifteen (15) dollars annually or one hundred (100) dollars for a lifetime membership. Affiliate members will receive such recognition for their payment of dues as the Board of Directors deem appropriate, not to include voting privileges.

### **Section V: Officers and Directors**

- 1) The association shall be managed by a board of seven (7) directors with one (1) elected director from each BWSR Administrative Region.

- 2) The officers shall be President, Vice-President, Secretary, and treasurer and shall be elected within the board of directors by the directors.
- 3) All directors shall serve a term of two (2) years. Directors may serve two (2) consecutive terms. Directors may be re-elected after a one (1) year absence from the board of directors.
- 4) A quorum of directors shall be five-sevenths (5/7) majority to hold a meeting.
- 5) Only directors at a meeting may vote on an issue unless a complete polling of all directors is requested by any one (1) director.
- 6) Any director missing three (3) consecutive board meetings may be dropped from the board by a majority of the remaining directors. If any office of the board of directors becomes vacant for any reason, the remaining directors shall by majority vote, elect a successor who shall hold office for the unexpired term of the vacant officer.

**Section VI: Meeting**

- 1) An annual membership meeting shall be held, which will be held in conjunction with the MASWCD Annual Convention.
- 2) Board of directors meetings shall be held at the discretion of the directors.

**Section VII: Committee**

- 1) Committees shall be appointed by the board of directors for any purpose and shall serve only as long as they are needed.

**Section VIII: Amendments**

- 1) Amendments to these by-laws may be made at the annual meeting by a two-thirds (2/3) vote of members voting.
- 2) Proposed amendments or additions to the by-laws shall be sent to all association members thirty (30) days prior to the association meeting.

**Section IX: Dissolution**

- 1) Upon dissolution of MACDE the secretary and treasurer shall transfer any possessions of the association to the secretary-treasurer of MASWCD.

**Section X: Adoption of By-Laws**

The foregoing by-laws of the MACDE were officially adopted at a meeting of the association held December 5, 1989.