

# Maryland BASS Nation By-Laws

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## MARYLAND B.A.S.S. FEDERATION, INC. BYLAWS

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## **ARTICLE I - INTRODUCTION**

Section 1. **Code of Rules**. These Bylaws supersede *any previous versions* of the Maryland B.A.S.S. Chapter State Federation, Inc. Bylaws and constitute the code of rules adopted by the Maryland B.A.S.S. Chapter State Federation, Inc. for the regulation and management of its affairs.

Section 2. **Purpose and Powers**. The Maryland B.A.S.S. Chapter State Federation, Inc., hereinafter referred to as the Nation, consisting of affiliated chapters of Bass Anglers Sportsman Society, Inc. shall have the purposes and powers as may be stated in its Articles of Incorporation, and such powers as are now or may be granted by law. Additional purposes and objectives are:

- a. To promote and support approved conservation policies, practices and measures, preservation of aquatic resources and improvements of ecological and environmental conditions on regional, state and local levels.
- b. Promote the practice of high standards of sportsmanship and conservation measures among the membership.
- c. Provide the state Department of Natural Resources moral, political, material support and encouragement.
- d. Promote improvement of bass angling skills in the membership through fellowship, the friendly exchange of techniques and ideas and the conduct of Nation-sponsored bass fishing events.
- e. Encourage youth fishing, promote and conduct youth fishing activities by the Nation's bass chapters (clubs) and, within budgetary allocations, provide funding and material assistance in the implementation of approved youth activities.
- f. To conduct bass fishing tournaments to determine the members who will make up the Nation's Team and represent the Nation during Bass Anglers Sportsman Society-sponsored tournaments.
- g. Within funding limitations, provide funding for the Nation Team's participation in B.A.S.S.-sponsored regional and national tournaments as may be required.

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## **ARTICLE II - LOCATION OF NATION**

Section 1. **Geographical**. This Nation shall consist of those qualified Bass Chapters (clubs) whose office of record and majority of members are domiciled in the state of Maryland and bordering States where membership in that bordering State's Nation is geographically infeasible.

Section 2. **Principal Office**. The principal office and business address of this organization shall be the same as that of the Nation's President.

Section 3. **Regional Boundaries**. The Nation shall be divided into Regions as follows.

a. **Northern Region** - Shall consist of the counties and cities of:

1. Baltimore
2. Cecil
3. Harford
4. City of Baltimore
5. Areas of States generally bordering these counties.

b. **Central Region** - Shall consist of the counties and cities of:

1. Carroll
2. Frederick
3. Howard
4. Montgomery
5. Areas of States generally bordering these counties.

c. **Western Region** - Shall consist of the counties and cities of:

1. Allegany
2. Garrett
3. Washington
4. Areas of States generally bordering these counties.

d. **Southern Region** - Shall consist of the counties and cities of:

1. Anne Arundel
2. Calvert
3. Charles
4. Prince Georges
5. St. Mary's
6. Areas of States generally bordering these counties.

e. **Eastern Region** - Shall consist of the counties and cities of:

1. Caroline
2. Dorchester
3. Kent
4. Queen Anne's
5. Somerset
6. Talbot
7. Wicomico
8. Worcester

Section 4. **Assignment to Regions**.

a. The Executive Board will assign chapters to regions.

b. A minimum of six (6) active affiliated chapters is required to maintain a region.

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### ARTICLE III - MEMBERSHIP

Section 1. **Definition of Membership.** The members of this Nation are those persons and organizations having membership rights in accordance with the provisions of these Bylaws

Section 2. **Categories of Membership.** This Nation shall have two categories of membership:

- a. Individual - Persons who are members in good standing of Bass Anglers Sportsman Society (B.A.S.S.) and who are also members in good standing of B.A.S.S. chapter affiliates of this Nation.
- b. Organizational - Bass Chapters affiliated with both B.A.S.S. and this Nation.

Section 3. **Chapter Affiliation.** Only Bass Chapters who meet the following prerequisites shall acquire membership in this Nation:

- a. One hundred percent (100%) of the chapter's individual membership shall be members in good standing of B.A.S.S.
- b. Individual membership in the chapter shall consist of six (6) or more members.
- c. Chapter shall be an affiliate of B.A.S.S.; or, is otherwise qualified and B.A.S.S. confirms that affiliation has been requested and is pending.
- d. Upon application for affiliation, chapter provides the Nation with a current membership roster and any fees (both State and Regional) as may be required within.
- e. Failure to maintain any of these prerequisites will render a chapter not in good standing.

Section 4. **Continuation.** Chapter affiliation in this Nation shall be on a continuing basis provided:

- a. Chapter maintains current its affiliation with B.A.S.S.
- b. Chapter complies with the requirements for representation at Nation Region meetings and functions.
- c. Chapter's individual membership is maintained at six (6) or more.
- d. Chapter maintains current the names, addresses, emails and phone numbers of its members and officers with the Nation.
- e. Pays any fees due to the Nation and the assigned Region.

Section 5. **Withdrawal From Membership.** Any Bass Chapter may withdraw from membership, after fulfilling all of its obligations to the Nation, by giving notice, preferably in writing to the Secretary. Chapters that fail to renew membership by the deadlines established herein shall be considered inactive and unless effort is made to notify the Executive Board of an attempt to reorganize, shall be dropped from the rolls.

Section 6. **Forfeiture of Membership.**

- a. Chapters in violation of Article III, Section 4 may be dropped from membership.
- b. Chapters who absent themselves (fail to have bona fide representation) from the minimum number of the regional functions, as established by the region, without acceptable cause being given, shall be considered at the Executive Board for forfeiture or retention of membership.
- c. Bass Chapters may be removed from membership for reasons stated above and for cause by two-thirds vote, with a quorum present of the Executive Board, and after opportunity to be heard, whenever, in its judgment, the Board considers such action to be in the best interest of the Nation.
- d. Individual membership in the Nation is forfeited concurrent with cessation of the individual's bass chapter membership in the Nation.
- e. Individuals may be denied participation in Nation sponsored activities by a two-thirds vote, with a quorum present of the Executive Board for cause, and after opportunity to be heard, whenever, in its judgment, the Board may consider such action to be in the best interests of the Nation. For flagrant reasons, the Board may recommend removal of the individual from the chapter membership. Affirmation action shall remove the individual from membership in the Nation.

Section 7. **Reinstatement of Membership.**

- a. Membership in this Nation that was terminated by withdrawal action may be reinstated by showing compliance with the prerequisites set forth in Section 3 of this Article III.
- b. Membership in this Nation that was terminated under Section 6, this Article III, may be reinstated by showing compliance with Section 3, this Article III and by majority vote, with a quorum present of the Executive Board.

Section 8. **Rights and Privileges.** The Bass Chapters and the chapter's membership comprise this Nation. As members of this Nation they are entitled to all rights and privileges and subject to all obligations to which membership in Bass Anglers Sportsman Society/National B.A.S.S. Nation implies. Unless otherwise limited by provision:

- a. Individual rights shall include eligibility to seek, if otherwise qualified, any office in this Nation and the right to vote on all matters requiring a vote of the individual membership, and such individual obligations shall include maintaining current their membership in B.A.S.S., membership in an affiliate chapter of this Nation, active participation in Nation activities and a conduct reflecting a favorable image of the Bass Chapter and Nation in the community.
- b. The Bass Chapters shall have representation on the Board of Presidents with the rights and obligations that such representation shall entail, the right to vote at the Board of Presidents meetings and the right to vote through their Region's Director on all matters before the Executive Board pertaining to the operation of the Nation; the right to participate in Nation sponsored activities for which they are eligible and such other rights as may be conferred by the Board of Presidents. The chapter's obligations are as described Article III, section 3 and 4.

Section 9. **Non-discrimination.** There shall be no discrimination in membership or participation in the activities of the Nation by reason of race, creed, color, national origin, disability, sexual orientation or gender. There shall be no discrimination in membership based on age, with the exception of certain youth activities, which may have age minimums or maximums.

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#### **ARTICLE IV - BOARD OF PRESIDENTS**

Section 1. **General.** The business management and affairs of the Nation shall be under the direction and control of the Board of Presidents who shall have the authority to authorize contracts, incur liabilities, expend funds, approve sale and exchange of organizational property and attend to such other matters connected with the conduct of the Nation, as it may determine. The officers of the Nation, Region Directors and elected representatives of affiliate Bass Chapters shall constitute the Board of Presidents.

Section 2. **Bass Chapter Representation.**

- a. Each Bass Chapter, which is in good standing with and maintains active its affiliate status with this Nation, shall have a member who shall serve on the Board of Presidents. Such members shall:
  1. Be an elected or appointed official of the chapter he/she represents. Be an elected or appointed official of the chapter he/she represents.
  2. Represent the membership of their chapter and convey the business of that membership to the Board of Presidents and in turn, relay the business of the Board of Presidents to the chapter members.
  3. Attend a minimum of the mandated scheduled Region meetings conducted during the calendar year (CY). Compliance with this requirement shall maintain active their chapter's status in the Nation and eligibility for chapter participation in the Nation's state qualifying tournaments.
- b. In addition to the chapter representative, bass chapters may appoint alternate representatives who meet the requirements of Article IV, section 2 (a). The chapter's alternate representative may represent the chapter at the Region meeting in the absence of the chapter representative. Alternate chapter representatives may be appointed to fill un-expired terms of office of chapter representative should the position be vacated for any reason.
- c. As provided under Article III, section 4, a requirement for continuing affiliation with this Nation is chapter representation at Region meetings.

Section 3. **Meetings.** A meeting of the Board of Presidents shall be held at least once during the calendar year (CY) on such a date, at such a place, and at such a starting time as shall be coordinated and determined by the Executive Board. Additional and/or special meetings may be held at the discretion of the President. The location, date and starting time for the regular meeting of the Board of Presidents for the succeeding CY shall be announced by the President no later than the last Executive Board meeting for the current CY. Regional meetings shall be held on such a date, at such a place and at such a starting time as shall be determined by the Region Director.

Section 4. **Special Meetings.** Special meetings of the Board of Presidents may be called at anytime by the President or by a majority of the Executive Board or by a majority of Board of Presidents. Notice of any special meeting of the Board of Presidents shall be given in writing, personally, electronically, or by mail, to each chapter president not less than thirty (30) days before such meeting. The notice shall state the time, place and the purpose or purposes for which the meeting is called. If notice of a special meeting is to be mailed, it shall be deemed to have been given ten (10) days after deposit in the United States mail, addressed to the chapter president at his last known post office address.

Section 5. **Region Directors.** The chapter representatives in each geographical region shall elect a Regional Director to represent them on the Executive Board. In actions that require the vote of the Board of Presidents, the Region Director shall act on behalf of Bass Chapters in his/her region and shall have voting powers for each of the chapters in good standing in that region. Region Director shall have only one vote on matters before the Executive Board that do not require the vote of the chapters. The chapter representatives shall also elect Region officers to handle the day-to-day management of the region and which shall include at least an Assistant Region Director that may act in the Directors absence, a Region Secretary and a Region Treasure. The Region Directors shall:

- a. Preside and maintain order over all meetings of the Region.
- b. Maintain liaison between the Executive Board and the Regions Bass Chapters.
- c. Direct all official business of the Region and assign duties to the Region Officers.
- d. Coordinate all activities assigned to the Region by the Executive Board or the Board of Presidents.
- e. Be a member of the Tournament Eligibility and Nominations Committee.
- f. Vote the wishes of the Region's Chapter Representatives at Executive Board meetings and not vote for chapters that have failed to cast ballots at Regional meetings.
- g. Shall administer penalties imposed by the Region or Executive Board for violations of these bylaws or standing rules of the Region or the Nation.

Section 6. **Committees.** The Board of Presidents may, by resolution(s), passed by a majority of directors, with a quorum present, designate one or more committees, each consisting of two or more of the directors and any number of individual members of the Nation. The designation of such committee and the delegation of authority shall not be to relieve the Board of Presidents, or any member thereof, of any responsibility imposed upon it or him by law. Each committee shall keep minutes of its meetings and report to the Board of Presidents when required.

Section 7. **Voting.** At all meetings of the Board of Presidents, each chapter shall have one vote. Proxy votes during Board of Presidents meetings are prohibited. At Regional meetings, each chapter shall also have one vote. Region officers may not vote unless they are a chapter representative.

Section 8. **Compensation**. Chapter Representatives shall not receive compensation from Nation funds for their services as representatives. However, they may be reimbursed for certain expenses incurred on behalf of the Nation, the expenses to be evidenced by receipt or other proper document. Representatives shall not be reimbursed for vehicle expenses phone charges or other charges related to their attendance of meeting. Regions and chapters may reimburse representatives for certain expenses incurred, on behalf of the Nation or their Region, the expense to be evidenced by receipt or other proper document.

Section 9. **Books and Accounting Records**. As a continuing action, the Board of Presidents shall monitor the procedures for maintaining the books and accounting records of the Nation to assure:

- a. The Nation keeps correct and complete books and records of account.
- b. All Nation funds are properly safeguarded and all receipts of monies and expenditures are properly recorded according to acceptable accounting procedures.
- c. A record of the proceedings of meetings and committees are kept.
- d. A record of the names and addresses of its affiliate Bass Chapters and chapter members on the Board of Presidents are maintained at the principal office of the Nation.
- e. A committee appointed by the President and an outside independent auditor audits the Nation's financial books and accounts annually.

Section 10. **Exceptions to Authority**. The Board of Presidents may not:

- a. Make any rule or regulation, not already delegated to the Nation by the Articles of Incorporation or these Bylaws that shall impinge upon the autonomy and authority of the Bass Chapters as separate entities.
- b. Amend or repeal portions of the Articles or these Bylaws that were imposed by vote of the individual membership, inclusive of the following which shall be determined by individual vote:
  1. Withdrawal of the Nation from Bass Anglers Sportsman Society.
  2. Imposition of additional membership fees on the individual members.
  3. Dissolution of the Nation.

Section 11. **Quorum**. A quorum for the transaction of business at all meetings, including Regional meetings, meetings of the Board of Presidents shall be two-thirds of the eligible Bass Chapters.

Section 12. **Executive Secretary/Director**. If the Executive Board is unable to carry on the management of the Nation, the Board of Presidents may appoint an Executive Secretary/Director, providing that the authority of this office is limited to administrative management of the day-to-day operation of the Nation and that this office in no way becomes involved in determination of Nation policy. It shall be a continuing policy of the Board of Presidents to seek volunteer staff whenever possible.

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## ARTICLE V - OFFICERS

Section 1. **General.** Officers of the Nation shall be elected by the individual members of the Nation. Nation Officers, Region Directors and Standing Committee Chairpersons shall be known as the Executive Board and are empowered to carry out the directives of the Board of Presidents when the Board is not in session. The Board of Presidents shall have the power to overrule or modify the action of the Executive Board or any officer of the Nation.

- a. The Executive Board may act by a majority, with a quorum present; of its members at a meeting or informally without a meeting provided all members sign a document, or have an electronic response of record, reflecting such informal action
- b. An act or authorization of an act by the Executive Board within the authority delegated shall be as effective for all purposes as the act or authorization of the Board of Presidents.
- c. The Executive Board shall meet monthly at a location determined by the President. Meetings of the Executive Board may be called or canceled at the discretion of at least 50% of the voting officers, with prior notice to all Executive Board members. A quorum for the transaction of business at all meetings of the Executive Board shall be six (6) voting members.
- d. The Executive Board shall meet prior to each regular or special meeting of the Board of Presidents to prepare an agenda for the Board of President's meeting, to consider and shape old and new business for presentation to the Board.
- e. During a Board of President's meetings, officers may perform dual functions, i.e., Nation Official and Bass Chapter representative. In the latter case provided they are the chapter delegate and are recognized as such by the chair, they shall be authorized to register attendance and cast their authorized vote under the provisions of Article IV, section 7 in the interests of their respective Bass Chapter.
- f. The Executive Board members of the Maryland Bass Nation must declare the Maryland Bass Nation as their mother nation.

Section 2. **Term of Office.** The term of office for Nation Officers and Region Directors shall be for a period of two (2) years. Officers shall take office during the first Executive Board meeting of the calendar year, or, at the first meeting following the meeting in which they were elected. Officers may be elected for consecutive terms for the same position.

Section 3. **Eligibility for Office.** Officers and Region Directors shall be members in good standing of Bass Anglers Sportsman Society and of an affiliate Bass Chapter of this Nation.

- a. The President must have served at least one year on the Executive Board, or at least three years on the Board of Presidents and have actively participated in a major Nation project.
- b. All other officers and Region Directors must have served at least one year on the Board of Presidents, or have actively participated in a major Nation project, or have otherwise demonstrated an active interest in the efforts of the Nation.

Section 4. **Removal from Office.** Any officer may be removed from office for cause by two-thirds vote, with a quorum present, of the Board of Presidents, and after opportunity to be heard, whenever, in its judgment, the Board considers such action to be in the best interest of the Nation. An officer's absence, without justifiable reasons, from three consecutive meetings of the Executive Board shall be cause for removal.

Section 5 **Voting.** Only Executive Board Officers, Region Directors, or Assistant Region Directors (in the absence of the Region Director) present will be entitled to vote on matters before the Executive Board. No Proxy votes are allowed and the President will vote only in the case of a tie. Only Executive Board officers and Region Directors or Assistant Region Directors (in the absence of the Region Director) may make and second motions. Any voting member may request secret ballots. At the request of any voting member and with majority approval, a poll of the Board of Presidents may be requested of the Region Directors. The Region Directors shall have until the next regularly scheduled Executive Board meeting to conduct the poll and report the votes.

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#### **ARTICLE VI - RESPONSIBILITIES AND DUTIES OF OFFICERS**

Section 1. **President.** Shall be the chief executive officer of the Nation, and shall:

- a. Preside and maintain order over all meetings of the Executive Board and Board of Presidents of this Nation.
- b. Schedule regular and special meetings of the Board of Presidents and of the Executive Board; notify directors and officers of meeting dates.
- c. Appoint Standing and Special Committees of this Nation as appropriate, cooperate with chairman thereof to assure proper functioning, reporting of each committee.
- d. See that regular elections are duly called, noticed and held.
- e. Direct all official business for the Nation.
- f. Be the official representative of Maryland B.A.S.S. Chapter State Federation, Inc.
- g. Assure adequate supervision of all Nation sponsored activities.
- h. Except for the Nominating Committee, be an ex-officio, nonvoting member of all standing and special committees.
- i. Maintain liaison with Bass Anglers Sportsman Society and endorsed sponsors and promoters.
- j. Initiate disciplinary action in respect to violations of standing regulations and procedures by Nation members.
- k. Acquire a working knowledge of parliamentary law and procedures and a thorough understanding of the Articles and Bylaws of this Nation.

- l. Submit each calendar year, no later than the first monthly meeting, a statement of Anticipated Revenues and Expenditures (Budget) for approval by the Board of Presidents.
- m. Vote only as a tiebreaker in all matters before the Boards.
- n. Maintain liaison with Maryland Department of Natural Resources.

Section 2. **1st Vice President**. If the President is unable to perform the duties of office for any reason, the 1st Vice President shall occupy that position and perform the duties with the same authority as the President. The 1st Vice President shall be the action officer for the Nation in such matters that relate to the natural environment and its protection and to the conservation and protection of aquatic resources. The 1st Vice President shall be a member of the Nation's Tournament Committee and Conservation Committee; and shall:

- a. Coordinate tournament planning, keeping the Executive Board current relative to the status of Nation sponsored tournaments.
- b. Assist the responsible regions or Bass Chapters in the planning and selection of sites for use during Nation sponsored tournaments.
- c. Propose primary and alternate locations for the succeeding year's Nation State Qualifying Tournaments.
- d. Monitor preparations for Nation sponsored tournaments; keep the President and members of the Executive Board current relative to the preparatory activities.
- e. Maintain current Tournament Rules and Regulations governing conduct of the Nation's State Qualifying Tournaments; prescribe exceptions to these rules as may be required to meet tournament conditions.
- f. Establish rules and procedures to govern all Nation sponsored tournaments to assure their conduct within the spirit and high degree of standards established by B.A.S.S. and the Maryland B.A.S.S. Chapter State Federation, Inc.
- g. Determine requirements and request funding allocations required for conduct of the Nation State Qualifying Tournaments and other tournament related activities.
- h. Coordinate and supervise the implementation of Nation sponsored environment and conservation related programs.
- i. Collect and evaluate reported violations of local, state and federal anti-pollution laws, statutes, regulations, ordinances and other regulatory devices; recommend and take actions as directed.
- j. Undertake information and educational programs to bring to the members and the public an awareness of threats to the environment.
- k. Maintain current information pertaining to legislation at local, state or national levels that will influence environmental or aquatic resources; assure membership awareness of such legislation.
- l. Maintain liaison with the Fisheries Division, Maryland Department of Natural Resources and other state and national agencies as appropriate.

m. Assist the President as directed.

Section 3. **2nd Vice President.** In event of the President and 1st Vice President, shall be next in rank to occupy the President's position and shall assume and discharge pro tempore the powers and duties of the President. The 2nd Vice President shall be the action officer for the Nation on such matters as relate to Public Relations, Youth and Financial Affairs; and shall:

- a. Serve as a member of the Youth, Fund Raising, Audit and Communications committees appointed by the President.
- b. Coordinate youth activity related activities for the Nation; ascertain funding requirements and recommend funding allocations for youth projects and events.
- c. Be the principal staff officer under the President responsible for coordination of data for reports and forms required under provisions of the Internal Revenue Code and state statutes; and shall supervise the preparation of such forms and reports; brief the President and Board of Presidents concerning reporting and filing requirements.
- d. Furnish guidance to committees and/or other working group planning Nation sponsored fund raising activities to assure such activities recommended for adoption are "activity related" under Internal Revenue Codes.
- e. Provide for the release of timely information to the news media and the general public to inform them of newsworthy programs and operations conducted by the Nation and its affiliate Bass Chapters.
- f. Be the principle officer responsible for the dissemination of information within the Nation by way of a newsletter and any other form of media the Nation may use.
- g. Coordinate the collection and assembly of materials relative to the Nation's Award Program.
- h. Assist the President as directed.

Section 4. **Secretary.** Shall be under the supervision and direction of the President and shall act as the liaison officer between the Nation and the B.A.S.S. National Federation Department of the Bass Anglers Sportsman Society, Inc. The Secretary shall serve as a member of the membership/computer operations and tournament eligibility committee. The Secretary shall:

- a. Keep a record of the proceedings (minutes) of all meetings of the Board of Presidents and Executive Board.
- b. Maintain current a roster, inclusive of mailing address, telephone number and parent Bass Chapter, of the Board of Presidents and the individual chapter members and when necessary disseminate updated copies to Nation officials.
- c. Notify officials of Executive Board and Board of President's meetings on a timely basis.
- d. Have custody and maintain general records of this Nation, including but not limited to, minutes of the Executive Board and Board of President's

meetings; attendance at Executive Board meetings; committee appointments and reports; addresses and telephone numbers of affiliate chapter officials.

- e. Coordinate the preparation and submission by members of the Executive Board of such reports as are required by B.A.S.S. and other agencies; conduct correspondence for the Nation as directed.
- f. Maintain current a file of Bass Chapter affiliates with the Nation; such files to include, at the minimum, a copy of the current chapter membership roster, chapter's B.A.S.S. number and status.
- g. Perform all duties incident to this office.

Section 5. **Treasurer**. The Treasurer shall have the care and custody of and shall be responsible for all the funds, securities, evidences of indebtedness and other valuable documents of the Nation, and deposit all such funds in the name of the Nation in such banks, or trust companies, or other depositories, or in such safe deposit vaults as the Board of Presidents may designate. The Treasurer shall:

- a. Sign, make and endorse in the name of the Nation, all checks, notes, drafts, bills of exchange, acceptances and other instruments for the payment of money, and payout and dispose of and receipt therefore, under the direction of the President, Board of Presidents or Executive Board.
- b. Render a statement of the condition of the finances of the Nation at each regular meeting of the Executive and the Board of Presidents, and at such other times as shall be required of him.
- c. Keep full and accurate books of account of all nation business and other such books of account as may be require, and shall exhibit the same to any director of the Nation upon application thereof.
- d. Prepare and submit a complete calendar year financial report at the succeeding year's first Executive Board meeting.
- e. Pay statements from officers and committee members only when clearly authorized by the President or the Executive Board, and when fully documented by receipts.
- f. Issue statements and collect for financial obligations owed to the Nation.
- g. Be bonded by the Nation for the faithful discharge of his duties in such amount and with such surety as the Board of Presidents may prescribe.
- h. Have custody and maintain records of Nation accounts and disbursements. At termination of office such records shall be inventoried; active records shall be turned over to the succeeding Treasurer; old records shall be committed to Nation files, as the President or Board of Presidents shall direct; a receipt for it will be obtained. The outgoing and new Treasurer in the presence of the 2nd Vice President shall jointly inventory valuable documents of the Nation in depositories or elsewhere, prior to transfer of custodianship to the new Treasurer.
- i. Perform all duties incident to his office.

Section 6. **Powers and Duties of Executive Director.** Should the Board of Presidents appoint an Executive Director as provided for under Article IV, section 12, he/she shall be responsible to the Board of Presidents and shall administer, direct and coordinate all activities and the general management of the Nation in accordance with policies established by the Board of Presidents. The Executive Director, subject to approval of the Board of Presidents, shall appoint and remove, employ and discharge, and fix compensation of all agents and employees of this Nation other than officers. The Executive Director shall see that the books, reports, statements and certificates required by the statutes are properly kept, made and filed according to law. The Executive Director shall be an ex-officio, nonvoting member of the Board of Presidents and of the Executive Board. The Executive Director need not be a member of the Nation.

Section 7. **Returns and Statements.** It shall be the duty of each officer of this Nation to make and file any and all returns, reports, lists or statements required by law to be made and filed by him and to make full report to the Executive Board and the Board of Presidents respecting the affairs of the Nation in his charge whenever he/she may be requested to do so.

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## **ARTICLE VII - ELECTIONS**

Section 1. **Directors.** Members of the Board of Presidents are elected representatives of affiliate Bass Chapters of this Nation as provided for by Article IV, section 1 and 2 of these Bylaws. As chapter representatives, they shall be elected to their positions under the procedures prescribed by their respective chapters.

Section 2. **Officers.** Officers of the Nation shall be elected by the individual members of the Nation in accordance with procedures as prescribed herein; they shall have such terms of office and eligibility requirements as provided under Article V, section 2 and 3.

- a. Not later than the August meeting of the Executive Board, a committee on nominations consisting of the Region Directors of each active Region shall convene to determine possible candidates for office in the Nation.
- b. The Nominating Committee shall by the October Executive Board meeting prepare a list of nominations in writing over their signatures. Subject list shall be submitted to the Secretary who shall read aloud the names of the nominees. Additional names may be added to the list until October 25th at which time the Secretary shall prepare the ballot and mail or email it to each affiliate Bass Chapter by November 1.
- c. Ballots must be returned and counted by the December Executive Board meeting and an announcement made of the officers elected. A simple majority of the votes cast by eligible members constitutes an official election.
- d. Should vacancies occur among officer positions, such vacancies may be filled as soon as possible at a regular or special meeting of the Executive Board using the procedures exclusive of assigned dates in Article VII, section 2, and any officer so elected shall hold office until the end of the normal term or until his successor shall be duly elected and shall qualify.

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## ARTICLE VIII - COMMITTEES

Section 1. **Standing Committees.** The President of the Nation shall appoint the following standing committees: such committees, composed of chapter members and members of the Board of Presidents or Executive Board, shall consist of no less than three (3) members:

- a. **Conservation and Environmental Committee** - This committee shall work with the 1st Vice President on all matters related to the preservation of aquatic resources and the natural environment **and** shall review proposed environmental and conservation projects to determine suitability for Nation sponsorship. It shall keep the Board of Presidents advised and make recommendations concerning the above.
- b. **Youth Committee** - This committee shall work with the 2nd Vice President on all matters related to youth programming and shall plan, organize and operate youth activity programs and projects related the indoctrination of our youth in the sport of fishing, sportsmanship, aquatic resources, boat and water safety. It shall recommend improvements; review and determine suitability of similar projects proposed for Nation sponsorship and assist in the planning and implementation for such projects. It shall keep the Board of Presidents advised and make recommendations concerning the above.
- c. **Tournament Committee** - This committee shall work with the 1st Vice President to plan, organize and operate all Federation sponsored tournaments as well as the annual Nation State Qualifying Tournaments, which shall determine eligibility to enter the B.A.S.S. sponsored regional tournament; to select tournament launch, take-off and check-in sites in coordination with the responsible hosting chapters and community authorities; to provide for the registration and pairing of tournament entrants, the manning of launch, take-off and check-in sites, supervision, operation and other matters properly related to the orderly conduct of a Maryland B.A.S.S. Chapter State Federation, Inc. State Tournament. All such tournaments will be conducted within the spirit and letter of current "Maryland BASS Nation Official Tournament Rules" as amended by exceptions approved by the Executive Board or the Board of Presidents.
- d. **Tournament Eligibility Committee** - The Secretary shall serve as an ex-officio member of this committee with vote. All Region Directors are ex-officio members of this committee with vote. The committee shall meet at the request of the President to assess Bass Chapter tournament eligibility under the provisions of Article IV, section 2a, 4 and Article XII, section 2; to announce the results of such assessments prior to the event to the Executive Board; to consider requests for reinstatement of tournament eligibility and reasons in mitigation that may have been submitted by ineligible chapters; to recommend action that should be taken relative to the requests.
- e. **Membership Committee** - This committee shall work with the Secretary to maintain current membership records. It shall coordinate programs to increase the membership of the Nation and shall assist in the formation of new chapters.\*

f. **Communications Committee** - This committee shall work with the 2nd Vice President on the dissemination of information to the membership, the news media state and national officials, and the general public. It shall be responsible for the publication and distribution of the Federation's newsletter and provide information for any other approved media devices.

Section 2. **Special Committees.** Special committees may be appointed by the President, subject to concurrence in their composition and purpose by the Board of Presidents, for closely defined purposes. Special committees may not supersede or otherwise infringe upon the duties and responsibilities of standing committees.

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#### **ARTICLE IX - CONDUCT OF MEETING**

Section 1. **Rules of Order.** The Rules of Order, inclusive of Order of Business adopted for meetings conducted by this Nation is appended to these Bylaws as Appendix I, Rules of Order.

Section 2. **Parliamentary Procedures.** Except as otherwise specifically provided in this Nation's Articles of Bylaws, all questions of order or procedure with respect to any meeting in action of this organization, its Board of Presidents, Executive Board, or any committee appointed hereunder shall be determined in accordance with Robert's Rules of Order, newly revised. The President may appoint a Parliamentarian to maintain order.

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#### **ARTICLE X - AUTHORITY OF REPRESENTATION**

Section 1. **National President's Conference.** Inasmuch as this Nation and its affiliate Bass Chapters are an affiliate part of the Bass Anglers Sportsman Society Nation and it shall be necessary from time to time to have representation at the national office or elsewhere to obtain information and new policies and procedures and to add the Nation's voice and vote in national B.A.S.S. matters, this Nation shall have the power to pay the necessary expenses of its representative(s) to each annual B.A.S.S. President's Conference and to such other conferences as are deemed necessary by the Executive Board.

Section 2. **Regional Tournament.** Chapter and Nation tournament competition are directed towards the selection of members for the Nation State Team, which shall represent the Nation, and its member in the B.A.S.S. sponsored Nation Regional Tournament and other higher-level B.A.S.S. tournaments for which members of the Nation State Team may qualify. In recognition of the importance of the region tournament to the Nation membership, this Nation shall have the power to pay the necessary expenses of the team members and the President or his representative for their participation in the regional event.

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#### **ARTICLE XI - NATION TOURNAMENTS**

Section 1. **Location and Dates of Execution.** The dates and location for the Nation's annual State Qualifying Tournaments shall be established by the Tournament Committee and approved by the Board of Presidents by way of the Region Directors.

Section 2. **Tournament Eligibility Requirements.**

- a. Bass Chapters and their individual members shall be in compliance with Article III, section 4 of these Bylaws to be eligible to participate in the Nation state qualifying tournaments.
- b. New chapters and their members or chapters whose membership is pending must be in compliance with Article III, section 3 of these Bylaws.
- c. Reinstated chapters and their members shall be considered under the same requirements as newly affiliated chapters - section 2, b.
- d. Additional requirements may be enacted by the Executive Board for eligibility of chapters or members to participate in state qualifying tournaments. Such requirements will be clearly communicated to the membership and must be uniformly applied to all chapters and members within the Nation.

Section 3. **Rules and Regulations.** The rules and regulations governing conduct of the Nation's state qualifying tournaments shall be the current Maryland Bass Nation Official Tournament Rules as may be amended by exceptions approved by the Executive Board. Such Rules Exceptions ("Exceptions to the Rules") shall be those amendments required in the rules because of conflict with Nation rules or policy and those required to adapt to the rules to the tournament site, format, and waters.

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**ARTICLE XII - MISCELLANEOUS**

Section 1. **Contracts on Behalf of Nation.** The Board of Presidents may authorize any officer or officers, agent or agents, employee or employees to enter into any contract or other instrument on behalf of this Nation and such authority may be general or confined to specific instances. Except as herein provided or as authorized by the Board of Presidents, no officer, agent or employee, other than the President and those officers granted specific authority under Article VI of these Bylaws, shall have any power or authority to bind this Nation by any contract or engagement, or to pledge its credit or to render it liable, for any purpose or for any amount.

Section 2. **Fiscal Year.** The Fiscal Year of this Nation shall begin in January 1 and end on December 31.

Section 3. **Audits.** Requirements for audit of the financial books and accounts are prescribed in Article IV, section 9; however the books and records of the Nation may be audited by a certified public accountant selected by the Board of Presidents if the Board so elects.

Section 4. **Endorsements for Public Office.** This Nation shall not endorse or recommend any candidate for public office whose positions, in the opinion of the Executive Board, are not in keeping with the purpose and objectives of this Nation.

Section 5. **Conflict of Interest.** No officer shall use his position as a means of furthering any personal, political, or other aspiration, nor shall the Nation, as a whole, take part in any movement not in keeping with its purpose and objectives.

Section 6. **Sources of Nation Income.** Funds for support and maintenance of the Maryland B.A.S.S. Chapter State Federation, Inc., will be derived from the annual Nation state qualifying tournaments, other Nation sponsored tournaments, assessments, dues, special "activity related" projects, raffles, advertisements in Nation publications and donations. Under no circumstances may the Nation accept monetary assistance from individuals, businesses, corporations or government agencies, if there is prima facie evidence that the goals of these entities are contrary to the primary goals of the Nation.

Section 7. **Authorization of Expenditures.** Reimbursements of expenses shall be paid by the Treasurer upon receipt of invoices and/or properly completed expense reimbursement forms with attached receipts. Non-budgeted expenditures over \$200.00 must be authorized by a simple majority of the Executive Board in advance of such expenditures.

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## **ARTICLE XIII - AMENDMENTS**

Section 1. **Articles of Incorporation.**

- a. Proposals to amend The Articles of Incorporation may be heard at any Executive Board meeting at which there is a quorum. By a two-third vote of the officers present, said amendment will be presented to the active, affiliated chapters for approval, provided the proposed amendment had been presented in writing to all officers at least thirty (30) days prior to the vote. Approval is determined by a two-thirds vote of the Board of Presidents. Ballots must be received by the Secretary within sixty (60) days of said proposal. Non-receipt of a ballot shall constitute approval by that chapter.
- b. A copy of all amendments to the Articles of Incorporation shall be filed with the State of Maryland withing thirty (30) days after their passage pursuant to state laws.

Section 2. **Bylaws.** Proposals to change these Bylaws can be presented for consideration at any Executive Board meeting at which there is a quorum. By a two-thirds vote of the officers present, said amendment will be presented to the active affiliated chapters for approval, provided the proposed amendment had been presented in writing to all officers at least thirty (30) days prior to the vote. Approval is determined by a two-thirds vote of the Board of Presidents. Ballots must be received by the Secretary within sixty (60) days of said proposal being mailed or electronically transmitted to the chapters. Non-receipt of a ballot shall constitute approval by that chapter.

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## **ARTICLE XIV - STANDING RULES**

Section 1. **Amendment of Standing Rules.** The Standing Rules of this Nation were adopted by rule of the majority. At any meeting of the Board of President's or any Executive Board meeting where the chapters have representation by their Region Director, standing rules may be added, suspended, modified, or rescinded by a two-third vote, with a quorum present, without the delay incident to giving previous written notice.

Section 2. **Interpretation of Bylaws and Standing Rules.** The final authority for interpretation of these Bylaws and Standing Rules shall rest with the Board of

Presidents.

Maryland B.A.S.S. Chapter State Federation, Inc.

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## **APPENDIX I - RULES OF ORDER**

### **1. General.**

- a. These rules constitute the Rules of Order for the conduct of all meetings of the Nation.
- b. The rules contained in Robert's Rules of Order, newly revised shall govern the Nation in all cases to which they are applicable, and in which they are not inconsistent with these Rules of Order, the Bylaws or Articles of Incorporation of the Nation.

2. **Call to Order.** Regular meetings of the Executive Board or the Board of Presidents shall be convened at such times, on such dates and at such a place as shall be determined and announced in accordance with Section 3, Article IV or Section 1 (c,d), Article V of the Bylaws; and, it shall be the duty of the President to call the meeting to order at the appointed time, to preside over the meeting, to announce the business before the officers or directors in its proper order, to state and put all questions properly brought before the directors, to preserve order and decorum, and to decide all questions of order.

3. **Order of Business.** The Order of Business for Nation Executive Board meetings shall be as follow:

- \* Call to order by the Nation President
- \* Introduction by the President
- \* Call of Roll - Sign-in of officers, members, and guests
- \* Introduction of distinguished guests and Nation officials
- \* Presentation of Minutes of preceding meeting.
- \* Presentation of Financial Statement
- \* Reports of Standing Committees
- \* Reports of Special Committees
- \* Unfinished Business (Old Business)
- \* Business
- \* Region reports
- \* Adjournment

4. **Assumption of Office.** Terms of office, procedures for elections and guidelines for assumption of office by Nation officials are prescribed in Articles V and VII of the Bylaws. Officials elected during the last Executive Board meeting of the calendar year shall assume office no earlier than January 1 and their assumption of official duties shall be planned so as to coincide with the date of the first Executive Board meeting to be conducted in the new calendar year. This period between elections and assumption of office shall be utilized as a transition period by the newly elected officials and permit incumbent officials to complete their year-end duties.

5. **Presentation of Awards, Presentation and Swearing In of New Officials.**

- a. The presentation of awards and the swearing in of newly elected officials shall be scheduled for conduct during the Order of Business portion slated for the President's introduction.
- b. The swearing in of the new President and newly elected officials shall be accomplished by the incumbent President; first, by oath administered jointly to all newly elected officials; last, by oath administered separately to the new President. For each occasion, incumbent President shall administer the following oath to which each electee responds with the words "I DO!"

**OATH:** "Do you solemnly swear that as an elected official of the Maryland B.A.S.S. Chapter State Federation, Inc., you will faithfully and willfully execute the duties of your office: that you will accomplish those tasks related with your duties with the highest degree of integrity and in the best interests of the Nation and its membership?"

ANSWER: "I DO!"

- c. Following issuance of the oath, the outgoing President presents the badge of office to the new President, i.e., state flag and gavel.
  - d. Should an incumbent President not be present to conduct the presentation and swearing in ceremony, an incumbent official shall accomplish it or director as the Executive Board shall direct.
6. **Amendments of Rules of Order.** These rules can be amended at any regular Executive Board meeting, by a two-thirds vote, with a quorum present, provided the amendment was submitted at the previous regular meeting.

These By-Laws, approved by the Maryland B.A.S.S. Federation, Inc on March 8, 1998, are approved by the National Federation Director on October 13, 1998.

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(Don K. Corkran--official signature on paper copy)

(re-write - 11/21/15) (Trageser, Schanberger, Fiorelle, Brown, Jeddry, and Lechert)

**Revised and approved by membership March 13, 2016**