



**BYLAWS (Amended November, 1991)  
(Amended November, 2004)  
(Amended March, 2010)  
(Amended November, 2015)**

**ARTICLE 1. NAME**

The name of this organization shall be the "Iowa Association of Naturalists" (hereafter referred to as IAN).

**ARTICLE 2. PURPOSE**

Section 1. The purpose of the IAN shall be to promote the development of skills and education within the art of interpreting the natural and cultural environments.

Section 2. IAN shall strive to achieve its purposes:

- a. by establishing lines of communication among interpreters for the stimulation of thought, exchange of ideas, and mutual assistance.
- b. by maintaining communications with related organizations and the public to promote interest in and understanding of the objectives of interpretive programs.
- c. by supporting the preservation and interpretation of areas that have significant natural and cultural values.

**ARTICLE 3. MEMBERSHIP AND DUES**

Section 1. Membership shall consist of (a) all of those who subscribe to the purpose of the organization and pay annual dues, and (b) honorary members. Membership shall have the privilege of attending meetings, voting, and receiving newsletters.

Section 2. The Executive Committee shall have the power of nominating honorary members of the organization. Election of honorary members shall take place at the annual meeting with a simple majority necessary for passage. Honorary members shall be exempt from the payment of dues. They shall receive correspondence and have the privilege of attending meetings as nonvoting members. An honorary membership may be bestowed upon anyone who has distinguished himself/herself through outstanding contributions to the profession.

Section 3. The Executive Committee shall recommend changes in annual dues. In the event of a recommended change in dues, all members shall be notified in writing about the dues change at least one month in advance of the fall annual meeting. Approval of the dues change must be made by a majority vote of members present at the fall annual meeting.

## **ARTICLE 4. OFFICERS**

Section 1. The Executive Committee shall consist of five IAN members elected by the general membership. The following officers shall be elected by the majority of the members of the Executive Committee at the winter ExCom meeting after the general election and will serve for one year: president, vice president, secretary, treasurer, and workshop coordinator.

Section 2. The Executive Committee members shall be elected annually and serve staggered two year terms to provide continuity. Two interim Executive Committee members will serve one year terms while the remaining members will be elected for a two year term. Initially, the three candidates receiving the highest number of votes during the fall of 1989 election shall serve two-year terms, and the other candidates shall serve one-year terms. In case of a tie, the ExCom will draw lots. The names of the tied members are entered into a hat or box, a different officer will pull out a name. That person is elected.

Section 3. The President shall preside at all meetings. He/she shall have the power to form and dissolve committees, appoint committee chairpersons and a newsletter editor, and perform other duties as assigned by the Executive Committee.

Section 4. In the absence of the President, the Vice President shall preside and carry out the normal duties of the President. In the event of the resignation of the President, the Vice-president shall assume the title and duties of the President. In the event of any other officer resigning the candidate with the next highest number of votes from the most recent election will be elected to serve out that officer's term.

Section 5. The Secretary shall keep minutes of the meeting which shall be made available to members upon request, and posted on the website. The secretary will attend to any correspondence that may be assigned to him/her.

Section 6. The Treasurer shall keep a record of all members, a record of dues paid, all financial transactions of IAN, and report same to the membership. All bills will be paid, and all funds shall be kept in such manner as directed by the Executive Committee.

Section 7. The Executive Committee shall hold the annual election of officers at the annual fall business meeting.

- a. No ExCom member shall hold an office more than two (2) consecutive terms.
- b. The Vice President of ExCom shall request three volunteers from the membership, at the spring meeting, to serve as a nominating committee and submit a slate of candidates to the Ex Com.

c. The Vice President will receive the nominations from the committee and is responsible for notifying the candidates and making sure their biography is submitted to the newsletter editor two weeks before the fall newsletter deadline.

d. The ballot shall allow for write-in candidates. Absentee ballots can be requested and shall be provided to any member who will not be attending the annual fall meeting.

e. Absentee ballots are due two weeks before the meeting and are to be sent to the Vice President.

f. The Vice President and a member of the nominating committee will count the ballots and announce the election during the annual fall business meeting.

g. If the Vice President is running for election, a non-running ExCom member will count the ballots.

h. A majority vote by the attendees of an IAN business meeting, including any absentee ballots, cast shall be necessary to any election of officers and for the resolution of all issues except for the amendment of the bylaws which shall require two thirds of the votes cast at a meeting.

## **ARTICLE 5. MEETINGS**

Section 1. The annual meeting of IAN shall be held each November at a time and place to be determined by the Executive Committee.

Section 2. Other meetings shall include an official meeting in early spring and a summer workshop in the summer.

Section 3. Notice of meetings shall be sent to all members of IAN at least 30 days in advance, except in case of extreme emergency.

Section 4. One-fourth of the membership present at the meeting shall constitute a quorum for the transaction of business and elections.

Section 5. Robert's Rules of Order shall govern all case to which they are applicable and not inconsistent with the bylaws.

## **ARTICLE 6. COMMITTEES**

Committees and associate groups may be created and dissolved by the President.

## **ARTICLE 7. AMENDMENTS**

These bylaws may be amended at any IAN business meeting by a vote of two-thirds of the members present, provided that written notice of such proposal is sent to each member at least 30 days prior to the date of any such meeting.