

BY-LAWS FOR HIGHLANDS CHAPTER, OZARK SOCIETY (Adopted Feb. 1971; Revised Jan. 2025, L Parsch)

Article I. **TITLE and DEFINITION.** This organization shall be known as the Highlands Chapter of the Ozark Society. It shall function as an authorized chapter of the Ozark Society, Inc., and shall be referred to herein as the Chapter.

Article II. **PURPOSES.** The purposes of the Chapter shall be (1) to work to preserve natural areas for future generations; (2) to provide recreational and educational experiences, particularly in this region; (3) to help inform the public on conservation issues; and (4) to encourage and cooperate with individuals, groups, and organizations which have similar purposes.

Article III. **MEMBERSHIP.**

Membership shall consist of persons who have an interest in the purposes of the Chapter and who have paid Ozark Society and Chapter dues.

Article IV. **DUES, FINANCES, and MEETINGS.**

Sec. 1. The calendar year shall be the fiscal year.

Sec. 2. The annual business meeting shall be held during the second quarter of each calendar year at which time officers shall be elected, and other business transacted. Additional business meetings may be scheduled during the year.

Business at any meeting shall be transacted by a majority vote of the members present and voting provided that at least five days' notice of the meeting has been given.

Sec.3. Dues shall be payable in accordance with the membership structure and procedures of the "umbrella" Ozark Society.

Article V. **EXECUTIVE BOARD.**

Sec. 1. The Executive Board shall be composed of the elected officers, the immediate Past Chair, and three additional board members appointed by the Chair.

Sec.2. The Executive Board shall conduct the affairs of the Chapter between membership meetings.

Article VI. **OFFICERS and their ELECTION.**

Sec. 1. The elected officers of the Chapter shall be the Chair, Vice-Chair/Program Chair, Secretary, and Treasurer.

Sec. 2. The election of the Chair and Secretary shall take place in odd numbered years whereas the election of the Vice Chair/Program Chair and Treasurer shall take place in even numbered years. Terms of office for elected officers shall be for two years beginning on July 1 after the election. There are no limits to the number of terms an officer may serve.

Sec. 3. Vacancies in any office shall be filled for the unexpired term by appointment by the Chair.

Sec. 4. The Executive Board shall solicit nominees from the membership for each election. The consent of the nominees must be obtained in advance of the election.

Sec. 5. Each Chapter member shall have one vote. In the case of household memberships, each member of such household 18 years of age or older shall have one vote.

Article VII. **DUTIES of OFFICERS.**

Sec. 1. The Chair shall preside at all meetings of the Chapter and of the Executive Board. He/she shall supervise the work of the Chapter, appoint all committee chairs, serve as an ex-officio member of all committees, and serve as the representative from the Chapter who attends the Board meetings of the umbrella Ozark Society.

Sec. 2. The Vice-Chair/Program Chair shall solicit, arrange, and publicize speakers and topics for scheduled membership meetings, and shall perform the duties of the Chair in the Chair's absence, and assume the duties of that office if it becomes vacant.

Sec. 3. The Secretary shall keep minutes of meetings of the Chapter and the Executive Board, and shall distribute them to the membership in a timely manner after each meeting.

Sec. 4. The Treasurer shall maintain the financial records of the Chapter, present invoices for approval by the Chair, pay all approved bills, reconcile bank accounts, maintain possession of the Chapter checkbooks, and prepare and distribute financial statements to the Chapter membership annually and at such other times as may be requested by the Executive Board.

Article VIII. APPOINTED BOARD MEMBERS.

Sec. 1. Appointed members of the Executive Board shall be: (1) the Outings Chair; (2) the Events Coordinator; and, (3) the Information Technology Chair. Other appointees may be designated as needed.

Sec. 2. Appointed members will be designated annually with the possibility of unlimited appointment.

Article IX. DUTIES of APPOINTED BOARD MEMBERS.

Sec. 1. The Outings Chair shall organize, manage, oversee and publicize all outdoor recreational activities for the Chapter to include scheduled hikes, floats, etc., and the solicitation of members qualified to lead these activities. Outings Chair duties may be separately appointed for fall and spring activities.

Sec. 2. The Events Coordinator shall organize, manage, oversee and publicize all special events for the Chapter which may include holiday parties, picnics, refreshments at membership meetings, other social events, and the solicitation of members to help implement these events.

Sec. 3. The Information Technology Chair shall be responsible for (a) keeping an updated listing of current Chapter members; (b) maintaining and updating the Chapter email listserv; and (c) posting notices of all Chapter outings and events on the Ozark Society website.

Article X. AMENDMENTS.

These by-laws may be amended at any meeting of the Chapter by a majority vote of the members present and voting, providing the amendments have been reviewed by the Executive Board and distributed to the membership at least two weeks in advance of the announced meeting.