

SOUTH FLORIDA HYDROLOGIC SOCIETY

BYLAWS

ARTICLE I

Membership

Section 1:

The membership of this organization shall be made up of Active, Honorary, and Student members.

(1) To be eligible for Active membership, an applicant shall have a degree in engineering, hydrology, geology, or biology from a recognized college or university, or the equivalent experience, or have in actively engaged in the application of hydrology or related scientific or professional work for a minimum of two (2) years.

(2) Consideration for Honorary membership shall be based on continued dedication and service to the South Florida Hydrological Society. Honorary members shall be selected by the Executive Board. Any Active Member may submit the name of an individual to the Executive Board for consideration as an Honorary member.

(3) Any person who is a student in good standing studying for a degree in engineering, hydrology, geology, biology, or a related science, is eligible for Student membership. Student members shall not be eligible to vote or hold elective office.

Section 2:

Any member who is in arrears of dues or legally incurred indebtedness to the Society shall be suspended from the Society. The Executive Board shall restore former membership status to any such suspended member when the indebtedness has been liquidated.

Section 3:

All Active, Honorary, and Student members shall be guided by the highest standards of business ethics, personal honor, and professional conduct. Any member who, after proper investigation by the Executive Board, is found guilty of violating any of these standards of conduct may be admonished, suspended, allowed to resign, or expelled from membership at the discretion of the Executive Board.

Section 4:

Applicants for membership shall submit an application and dues to the Treasurer. Membership applications shall include the following information:

- (1) Professional affiliation,
- (2) Education, and
- (3) A statement of how the prospective member qualifies for membership.

New members shall be announced in the next newsletter and introduced to the Society at the next meeting.

ARTICLE II

Dues and Special Assessments

Section 1:

The annual dues for Active members and Student members of the Society shall be established at the beginning of each administrative year by the Executive Board. Dues shall be payable on or before November 1 each year. No dues shall be required of Honorary members. Dues are currently set at \$0.

Section 2:

Dues for new members who join the Society after the beginning of the administrative year shall be prorated according to the quarter of the administrative year.

Section 3:

Members who are in arrears for dues and/or special assessment for a period of three (3) months shall be deemed suspended and may be dropped from the rolls at the discretion of the Executive Board. Such former members may be reinstated by the Executive Board upon payment of dues and/or special assessments in arrears plus a reinstatement fee of 15 percent of the amount owed.

ARTICLE III

Officers

Section 1:

The officers of this organization shall be the President, President-Elect, Vice-president, Secretary, and Treasurer. The tenure of these officers shall be one (1) administrative year.

Section 2:

The duties of the President shall be to preside at all meetings, call Special Meetings, appoint such committees as are not provided for in the Bylaws, and, jointly with the

Secretary and Treasurer, sign all written contracts and other obligations of the Society. The President shall assume the duties of Chairperson of the Executive Board and supervise the business of the Society. The President shall also be responsible for making arrangements for a meeting place for Regular Meetings and providing for an annual audit of financial records.

Section 3:

The duties of the President-Elect shall be to participate in Executive Board meetings and serve as understudy to the President. The President-Elect will assume the office of the President the following year. The President-Elect shall also serve as Chairperson of the election Committee.

Section 4:

The duties of the Vice-president shall be to assume the office of president when a vacancy occurs for any cause and assume the duties of the President during the absence or disability of the President. In addition, the Vice-president shall serve as Chairperson of the Technical Program Committee.

Section 5:

The duties of the secretary shall be to keep the Minutes of all meetings, to attend to all correspondence and press notices, to receive and be custodian of all document and papers of the Society and to notify all Executive Board members of each Executive Board Meeting.

The secretary shall also serve as Chairperson of the Newsletter Committee. The secretary, jointly with the President and Treasurer, shall sign all written contracts and other obligations of the Society and shall assume the duties of the President in the absence of the President and Vice-president.

Section 6:

The duties of the Treasurer shall be to receive and disburse all funds as authorized by the Society, to keep accurate account thereof, and to submit annually a report of the Treasurer's records for auditing. The Treasurer shall present or delegate a substitute to be present at each Regular Meeting to collect monies and membership applications. The Treasurer, jointly with the President and Secretary, shall sign all written contracts and other obligations of the Society, and shall assume the duties of the President in the absence of the President, Vice-president, and Secretary.

Section 6.

The Executive Board shall consist of the President, President-Elect, Vice-president, Treasurer, and the last available past President. The Executive Board's duties shall be to appoint officers to fill vacancies occurring during the administrative year, except the office of President to which the Vice-president shall succeed; and to have general supervision of the organization.

The election of officers shall be held at the Annual Meeting. Nominations shall be made by the Election Committee consisting of the President-Elect and at least two members appointed by the President-Elect. The committee shall nominate two or more candidates for each elected office to be announced in the Society Newsletter prior to the Annual Meeting. At the Annual meeting, additional nominations may be made from the floor following the report of the Election Committee. The Election Committee shall be responsible for preparation, distribution, and collection of the ballots at the Annual Meeting, and the tabulation of the results of said balloting. The Committee shall present the results of the balloting to the president of the Society during the Annual Meeting so that the newly elected officers may be presented to the Society. Voting shall be by secret ballot. Ballots shall be distributed during registration at the Annual Meeting and shall be returned to the Election Committee upon completion. If none of the candidates for a particular office obtains a majority of the votes cast, the candidate with the least number of votes shall be eliminated and a second ballot taken. If there is a tie between two candidates, a second ballot shall be taken at the Annual Meeting. If, after the second ballot, there is still a tie, the winner shall be decided by the flip of a coin.

ARTICLE IV

Standing Committees

Section 1:

There shall be the following Standing Committees within the Society:

- Technical Program Committee
- Education Committee
- Newsletter Committee
- Field Trip Committee
- Membership Committee
- Web/Publications Committee
- Election Committee
- Awards Committee

The President shall appoint a chairperson to those committees not already chaired by an officer. These appointments shall be for one administrative year. The Chairperson of a Standing Committee may, in turn appoint any additional members in good standing in the Society to his or her committee. In addition to the aforesaid standing committees, there is the Nominating Committee, as previously set forth in Article III, Section 8, of the Bylaws. The President may appoint any special committees as the Executive Board may authorize. Any Committee Chairperson or member may be removed and replaced by a new appointee upon majority action of the Executive Board.

Section 2:

The function of the Technical Program Committee is to provide a program for the Regular Meetings of the Society and to make necessary arrangements for that program.

Section 3:

The Education Committee shall be responsible for promoting and facilitating SFHS involvement in hydrologic education in south Florida schools and outreach to the general public.

Section 4:

The function of the Newsletter Committee shall be to prepare and mail a newsletter to serve as an announcement of Society meetings.

Section 5:

The purpose of the Field Trip Committee shall in to organize the Society field trips on a suggested schedule of one in the fall and one in the spring.

Section 6:

The membership Committee shall encourage membership, assist the Treasurer and Newsletter Chairperson, maintain a list of active members, and prepare the Society Directory.

Section 7:

The Web Committee shall be responsible for the design and upkeep of the Society Web Page and oversee the sale of any Society publications and assist in the publication of any other manuscripts or documents the Executive Board may authorize.

Section 8:

The Awards/Scholarship Committee shall nominate and recommend award and scholarship candidates to the Executive Board.

ARTICLE V

Meetings

Section 1:

The meetings of the Society shall be of three classes: Regular, Executive Board, and Annual.

Section 2:

The Society shall hold at least one Regular meeting each quarter except that, by vote of the Executive Board, additional Regular Meetings may be held or Regular Meetings may

be discontinued for a period not to exceed six months. The appropriate time and place for Regular Meeting shall be selected by the President or a delegated Committee.

Section 3:

Executive Board Meetings shall be held at such times and places and for such purposes as the Executive Board deems necessary and as announced by the President.

Section 4:

The Annual Meeting shall be held at a place and time designated by the Executive Board. The purpose of this meeting will be to complete the business of the administrative year and shall induce the following order of business:

- (1) Report of the Executive Board, the President, the Treasurer, and the Standing Committees. Standing Committees may be considered with the report from the President.
- (2) Old or unfinished business.
- (3) New business.
- (4) Election of new officers.
- (5) Program.
- (6) Presentation of new officers.

Section 5:

The administrative year shall be from August 1 of one year to July 31 of the following year.

ARTICLE VI

Awards

Section 1:

The Awards Committee shall submit recommendations to the Executive Board for the Public Service Award, the Distinguished Service Award, and for scholarships to be awarded by the Society.

Section 2:

The Public Service Award shall be given to recognize the contribution of members of the Society to public affairs and to encourage hydrologists to take a more active part in such affairs. The recipient shall in a member of the Society, but may be in any class of membership. This award may be given without regard to previous awards. Granting the award in any year shall be discretionary.

Section 3:

The Distinguished Service Award shall in given to member who have distinguished themselves in singular and beneficial long-term service to the Society. The emphasis shall be on long-term and, at the same time, meaningful service to the Society. The term singular does not necessarily mean without precedence, but rather that the activity be

specific as distinguished from general service. More than one member of the Society may be considered in any one year for the award, but Honorary members should generally be excluded.

Section 4:

Scholarships shall be awarded from an endowed scholarship fund. The Executive Board shall select scholarship recipients from candidates recommended by the Awards Committee. Granting scholarships in any year shall be discretionary.

ARTICLE VII

Amendment to Bylaws

Amendments to the Bylaws shall be made by vote of three-fourths of the Active members present at any Regular Meeting, provided that due force of the proposed amendment has been submitted to the members of the Society at least two weeks in advance of the date on which the ballot is taken, and provided a quorum (twenty-five percent of the Active Membership) is present at said meeting.