

CDEM BY-LAWS



Conservation District Employees of Michigan

CONSERVATION DISTRICT EMPLOYEES of Michigan

BY-LAWS

approved as amended, November 2, 2017.

ARTICLE I - ORGANIZATION

The name of this organization is the Conservation District Employees of Michigan (CDEM) and it is affiliated with the Michigan Association of Conservation Districts (MACD). The fiscal year of the MACDE shall be October 1st through September 30th.

ARTICLE II - PURPOSE

The purpose of this Association is as follows:

1. To strengthen local conservation districts of the State of Michigan, by strengthening employee support.
2. To provide a system of communication between conservation district employees, whereby the exchange of information and ideas will encourage unification and coordination of conservation district programs throughout the state of Michigan.
3. To encourage excellence in the fulfillment of duties by conservation district employees in their job capacities.
4. To establish and support a continuing education program for all conservation district employees.
5. To provide input into the activities of the Michigan Association of Conservation Districts, the Environmental Stewardship Division of the Michigan Department of Agriculture and Rural Development, the National Association of Conservation Districts, and other cooperating agencies to increase the contribution of the conservation districts and their programs.
6. To inform conservation district employees of current events and job opportunities.
7. To encourage and maintain a stable and harmonious working relationship between conservation districts, employees, directors, and cooperating agencies by strengthening employee support.

ARTICLE III - POLICIES

This Association will:

1. Not discriminate against any person because of age, color, creed, sex, religion, national origin, weight, sexual orientation or disability.
2. Uphold the by-laws of the Conservation District Employees of Michigan , Michigan Association of Conservation Districts, and the National Association of Conservation Districts.

ARTICLE IV- MEMBERSHIP

1. Membership is open to any conservation district employee supportive of the purpose and objectives of this Association and who will pay dues.
2. Each dues paying member will have one (1) vote at the Annual Meeting. Association members will be given the opportunity to nominate from the floor for Director's positions.
3. Dues run from October 1 to September 30th of each year. Dues must be received no later than December 31st of each year for current employees.
4. Only regular members, not associate members, are eligible to vote for Director's positions.

ARTICLE V - OFFICERS AND DIRECTORS

1. The organization is managed by its board of Directors.
2. The Directors of the Association will consist of ten (10) Directors, one (1) elected Director from each MACD region. Election is held at the CDEM Annual Meeting. Nominations are made from the roster of dues- paying members.
3. The officers are President, Vice-president, Secretary and Treasurer, and Immediate Past President. No more than two (2) officers can be from the same region.
4. The officers of the Associations are elected by the Board of Directors at the annual meeting. The President, Vice President, Secretary and Treasurer need not be members of the Board of Directors. The term of President, Vice President, Secretary and Treasurer shall be one (1) year. Each officer may serve up to three terms in the same office. All officers shall hold their office until their successors is elected. Elected officers may serve up to Three (3) terms in the same office.
5. The President shall preside at meetings of the Board, at the annual meeting, other meetings of the members of the Association and shall designate a presiding officer for any meeting at which neither the President nor Vice President will be present.
6. The duties of the Vice President shall be to succeed the President in the event of a vacancy in the office, succeeding to that office for the remainder of the unexpired term.
7. The duties of the Secretary shall be to record the minutes of all meetings and to provide draft copies of the meeting minutes to each member of the Board within 30 days following a meeting. The Secretary shall maintain an official minute book for the Association.
8. The Treasurer shall keep full and accurate records of all financial transactions, maintain a current membership list and make an annual financial report to the membership at the annual meeting. Association's funds will be maintained in a banking institution in the Association's name. The Treasurer shall make all disbursements by check for the necessary expenses of the Association.
9. Directors may serve Three (3) consecutive terms. Directors may be re-elected after a one (1) year absence from the Board of Directors.

10. A quorum of three-fifths (3/5) majority of the Board of Directors is needed to hold a meeting.
11. Only Directors at a meeting may vote on an issue.
12. Any Director with three absences during the year may be dropped from the Board by a majority of the remaining Directors.
13. If any Office of the Board of Directors becomes vacant for any reason, the remaining Directors will, by majority vote elect a successor who will hold office for the unexpired term of the vacant officer.
14. A Director vacancy shall be filled by Appointment by the Board of Directors with a three-fifths (3/5) majority vote, for the unexpired portion of the term.
15. Four (4) alternate directors shall be selected in the same manner as directors but shall serve only in the event of the inability or absence of the duly selected director.

ARTICLE VI - MEETINGS

1. An Annual Membership Meeting is held in conjunction with the MACD Annual Convention.
2. Quarterly meetings are held at the discretion of the Board of Directors.

ARTICLE VII- COMMITTEES

1. Committees may be appointed by the Officers of the Association for any purpose and serve only as long as they are needed. Committees report to the Board of Directors.

ARTICLE VIII- AMENDMENTS

1. Amendments to these by-laws may be made at the Annual Meeting by a majority of regular members voting.
2. Proposed amendments or additions to the by-laws are sent to all Association members thirty (30) days prior to the Annual Meeting.

ARTICLE IX - DISSOLUTION

1. Upon dissolution of the Conservation District Employees of Michigan, the officers of the Association will transfer any possessions of that organization to the Michigan Association of Conservation Districts.

ARTICLE X - ADOPTION OF BY-LAWS

1. The foregoing by-laws of the Michigan Association of Conservation District Employees were officially adopted at a meeting of the organization held on December 6, 1984.
2. Amendments of the foregoing by-laws of the Michigan Association of Conservation District Employees were officially adopted at a meeting of the Association held on December 3, 1998.

3. Amendments of the foregoing by-laws of the Michigan Association of Conservation District Employees Were officially adopted at the annual meeting of the Association held on October 27, 2015.
4. Amendments of the foregoing by-laws of the Conservation District Employees of Michigan were Officially adopted at the annual meeting of the Association held on November 2, 2017.