

BYLAWS OF THE
NEW HAMPSHIRE ASSOCIATION OF
NATURAL RESOURCE SCIENTISTS

ARTICLE I - NAME AND PURPOSES

Section 1.1. Name

The name of this Association shall be THE NEW HAMPSHIRE ASSOCIATION OF NATURAL RESOURCE SCIENTISTS (hereinafter the “Association”). It shall be a non-profit Association organized pursuant to New Hampshire Revised Statutes Annotated Chapter 292.

Section 1.2. Purposes

The objectives for which this Association is established are as follows:

To promote the various professions engaged in natural resource sciences in New Hampshire; to promote the responsible use of natural resources and the protection of sensitive resource areas; to maintain high standards and an appropriate code of ethics within the natural resource sciences professions; to participate in programs designed to educate the public regarding the natural resource sciences; to implement education seminars for Members of the Association; to act as consul when differences of opinion occur between Association Members; to support and contribute to the expansion of the natural resource science base; to represent diverse private, public and educational membership interests within the natural resource community; and to foster a professional atmosphere for the purpose of facilitating open discussions and exchanges of ideas between the public, private, and educational Members of the Association.

Notwithstanding the foregoing:

No part of the net earnings of the Association shall inure to the benefit of any Member, Director, or officer of the Association, or any private individual, except that reasonable compensation may be paid for services rendered to or for the Association; and no Member, Director, or officer shall be entitled to share in the distribution of any of the corporate assets upon dissolution of the Association. In addition, the Association shall not carry on any activities not permitted to be carried on by an organization exempt from Federal income tax under Section 501(c)(6) of the Code.

ARTICLE II - MEMBERSHIP AND ORGANIZATION

Section 2.1. Charter Members

In connection with the formation of the Association, the Board of Directors may designate Charter Members. The Board of Directors may also grant Charter Membership status to individuals who are members of other professional organizations, which have been approved for membership in the Association pursuant to Section 2.9 of this ARTICLE II.

Section 2.2. Active Members

Active Members shall be natural resource science professionals having a Baccalaureate degree, with a minimum of 20 semester hours in soil science, wetland science, and/or other natural resource sciences, and must have been engaged in the practice of such profession for at least three years; provided, however, that persons having an Associate's degree and six (6) years of practice in one of the natural resource science fields may be accepted as Active Members. Persons holding advanced degree(s) in relevant natural resource sciences may substitute a master's degree for one year of practice and a doctorate degree for two years of practice. The advanced degree must be in the discipline to which membership is being applied. In no case shall less than one year of actual practice be required. Persons who are certified or licensed in New Hampshire in a professional discipline that is part of the Association shall meet the minimum education and experience requirements for active membership and may only be Active Members. Active Member applicants must be approved for membership by two existing Active Members. Active Members shall have voting privileges at all membership meetings. Active Members serving on a committee shall have voting privileges at those committee meetings.

Section 2.3. Senior Active Members

Senior Active Members shall be Active Members who are 65 years of age or older.

Section 2.4. Affiliate Members

Any person with an interest in the natural resource sciences may be accepted as an Affiliate Member. Affiliate Members must be approved for membership by the Board of Directors. Affiliate Members shall not have voting privileges at membership meetings. Affiliate Members serving on a committee shall have voting privileges at those committee meetings.

Section 2.5. Life Members

The Board of Directors may grant Life Membership to members who pay a one-time dues assessment in an amount determined by the Board of Directors.

Section 2.6. Student Members

A student enrolled full-time in an associate, under-graduate, or graduate-level natural resource science curriculum may be admitted as a Student Member. Student Members shall be approved by the Board of Directors. Student Members shall not have voting privileges at membership meetings. Student Members serving on a committee shall have voting privileges at those committee meetings.

Section 2.7. Public Sector Members

Any person with an interest in the natural resource sciences that is currently an employee or volunteer of a government agency may be accepted as a Public Sector Member. Such person shall not be professionally working in the private sector in the natural resource field. Once the individual member's public term of office is terminated then the individual can choose to remain a member under the appropriate membership category subject to the additional fees thereof. Public Sector Members shall be approved as either Active Public Sector Members or Affiliate Public Sector Members subject to all the requirements and rights of Active Members and Affiliate Members respectively.

Section 2.8. Conservation Commission Group Membership

Any Conservation Commission established by Town Vote and operating under the requirements of N.H. RSA 36-A may become an Association member as a group. Group Membership by a Town Conservation Commission shall consist of a singular application and fee for each commission. Each Commission that becomes a “Group Member” of the Association will receive electronic notification relating to all Association meetings and seminars. Individual members of any Group Member Conservation Commission shall be extended membership discount fees to any meeting or seminar attended. Group Member Conservation Commissions and the members of each Commission shall not have voting privileges with the exception that individuals belonging to NHANRS under a different member category shall have that category’s voting privileges.

Section 2.9. Professional Disciplines

Each member shall align with one or more Professional Discipline. The membership shall elect the Professional Discipline Chairs at the Annual Meeting. The Chair of each Professional Discipline will become a member of the Board of Directors. No member shall serve as Chair of more than one Professional Discipline simultaneously.

The Professional Disciplines shall be wetland science, soil science, wildlife, and forestry. The Board of Directors may grant status as a Professional Discipline to other natural resource scientists. A petition of five Active Members is required for consideration by the Board of Directors. The Board of Directors shall have the complete discretion to grant or deny status. If such status is granted, at the expiration of a 6-month provisional period, an additional Professional Discipline shall be established.

Section 2.10. Other Classes of Membership

The Board of Directors may establish such other classes of membership, as they shall deem desirable to further the purposes of the Association.

Section 2.11. Membership Dues

Dues for the following year shall be established for each class of membership by a majority vote of the Board of Directors.

ARTICLE III - BOARD OF DIRECTORS

Section 3.1. Board of Directors

Management of the Association shall rest in the Board of Directors, which shall have sole authority to make any and all decisions affecting the affairs of the Association. The Board shall have sole responsibility for the financial and general organizational health of the Association and will ensure that the purposes and goals of the Association are adhered to. The Board shall have the power to approve candidates for membership and the power to seek additional funds for program activities. The Board may resolve matters of policy and urgency. The Board shall meet as required by these Bylaws.

Section 3.2. Number of Directors

The number of Directors shall be 5, provided however, that the Board of Directors shall have the ability to increase the size of the Board up to 15 Directors.

Section 3.3. Election of Directors

The initial Board of Directors shall be the five incorporators of the Association and such other persons as may be chosen by the incorporators. Subsequent Boards of Directors shall consist of the President, Vice President, Secretary, Treasurer, the Chair of each of the three Standing Committees set forth in ARTICLE VII, and the Chair of each of the Professional Disciplines. The Directors shall be elected by the Members of the Association at their annual meeting.

Section 3.4. Term of Office

Directors shall serve one-year terms and may serve up to three consecutive terms in any given position. If, after three consecutive years (terms) in office there are no volunteers for the position, the Nominating Committee shall advise the members of the open position, and shall propose a qualified nominee to the members. If there are no new candidates for the position, the current Director may be re-nominated and, if elected, may serve an additional one-year term.

ARTICLE IV - OFFICERS AND THEIR DUTIES

Section 4.1. Officers

The officers of the Association shall be a President, Vice President, Treasurer, and Secretary, each of whom shall be elected for a one-year term. Such other officers and assistant officers as may be deemed necessary may be appointed by the Board of Directors. Any two or more offices may be held by the same person.

Section 4.2. Election

Nomination of officers shall be made at each annual meeting of the Association. A nominee receiving the vote of a majority of those Members of the Association that are present at the meeting and eligible to vote shall be declared elected.

Section 4.3. Vacancies

A vacancy in any office shall be filled by the Board of Directors as soon as possible.

Section 4.4. President

The President shall be the principal executive officer of the Association and, subject to the control of the Board of Directors, shall in general supervise and control all of the business and affairs of the Association. He/she shall, when present, preside at all meetings of the Members and, unless the Board has elected a Chair, at meetings of the Board of Directors. He/she may sign with the secretary or with any other proper officer of the Association thereunto authorized by the Board of Directors: deeds, mortgages, bonds, contracts, or other instruments which the Board has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board or by these Bylaws to

some other officer or agent of the Association, or which is required by law to be otherwise signed or executed; and in general shall perform all duties incident to the office of president. The President shall have authority to approve expenditures less than \$250. The President shall represent the Association at local, civic, and community activities, which require the Association's attendance. The President shall serve on the Executive Committee.

Section 4.5. Vice President

The Vice President shall succeed to the powers of the President in his/her absence. The Vice President shall serve on the Executive Committee.

Section 4.6. Treasurer

The Treasurer of the Association shall have charge of all funds of the Association, shall keep a detailed account of its income and expenditures, and shall be responsible for payment of all expenditures of the Association and filing the appropriate tax returns for the Association. He/she shall provide an annual financial report to the Board of Directors of the Association prior to the annual meeting and, in addition, if so requested, shall provide interim financial statements to the Board members. The Treasurer shall present to the Board for adoption a proposed budget for each fiscal year. The Treasurer's signature or the President's signature shall be required on the Association's checks. At a minimum of once every five (5) years, or sooner, at the discretion of the BOD, the Treasurer shall be responsible for having a financial review of NHANRS records performed by a qualified individual not associated with NHANRS and appointed by the Board of Directors. The Treasurer shall serve on the Executive Committee.

Section 4.7. Secretary

The Secretary of the Association shall record the minutes of all meetings, attend to correspondence, and keep the records of the Association. The Secretary shall issue notices to the members of the Board of Directors in accordance with these Bylaws. The Secretary shall serve on the Executive Committee.

ARTICLE V - MEETINGS OF THE MEMBERSHIP

Section 5.1. Voting

Each Active Member and each Life Member listed on the membership rolls at the time of giving notice of a meeting shall be entitled to one vote on each matter submitted to a vote of the Members at the meeting.

Section 5.2. Proxy

Members entitled to vote at a meeting of the membership may vote at any such meeting by proxy. Authorization to act as a proxy is to be submitted to the Board in writing prior to voting.

Section 5.3. Annual and Special Meetings

The annual meeting of the Members of the Association shall be held in February of each year at such place as the Board shall determine, unless the Board of Directors shall designate some other time for the meeting. Special meetings of the Members shall be held at the direction of the Board of Directors or the Executive Committee.

Section 5.4. Quorum

At any meeting of the membership duly called, the lesser of thirty-five (35) voting members or one-third (1/3) of the voting members listed on the membership rolls at the time of the giving of notice of the meeting, present in person or proxy, shall constitute a quorum.

Section 5.5. Notice of Meetings

Written notice of the time and place of the annual meeting and of special meetings shall be mailed or emailed to members listed on the membership rolls not fewer than thirty (30) days in advance of the date of such meeting.

ARTICLE VI - MEETINGS OF THE BOARD OF DIRECTORS

Section 6.1. Annual Meetings of Directors

The annual meeting of the Board of Directors shall be held during the month of February in each year unless the Board designates some other time for the meeting. The purpose of the meeting shall be to report on the general health and status of the Association and to conduct such other business as may be appropriate.

Section 6.2. Special Meetings of Directors

The President, the Executive Committee, or any two (2) members of the Board may call a special meeting of such Board.

Section 6.3. Regular Meetings of Directors

The members of the Board of Directors shall meet at such times and at such places as they shall determine, except that a meeting shall be held annually as provided in Section 6.1 of this ARTICLE VI.

Section 6.4. Voting

Each member of the Board of Directors shall have one vote.

Section 6.5. Quorum

A majority of the members of the Board of Directors shall constitute a quorum for the transaction of business at any annual, regular, or special meeting (of the Board of Directors).

Section 6.6. Notice

The Secretary of the Association shall notify each member of the Board of Directors of the annual meeting date not fewer than fourteen (14) days prior to the date of such meeting. The Secretary shall notify each Director of any special meeting at least three (3) days prior to such meeting, and such notice may be given by telephone, by FAX transmission, by means of other telecommunication equipment, or in writing, and such notice shall specify the purpose of the special meeting. No other business may be conducted at a special meeting except that specified in the notice thereof.

Section 6.7. Informal Action by Board of Directors

Any action required or permitted to be taken at a meeting of the Board of Directors may be taken without a meeting if a consent or consents in writing and setting forth the action so taken shall be signed by all of the members of the Board entitled to vote thereon. Such written consent or consents shall be filed with the Association's other permanent records.

Section 6.8. Telephone Meeting

A special meeting of the Board of Directors may be called by or at the request of the President or any two (2) members of the Board and may be held by means of a conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear one another, and such participation shall constitute presence at the meeting. Notice of any such special telephone meeting shall be given in writing delivered to a responsible person at the Director's residence or place of business, or by telephone, not fewer than twelve (12) hours prior to the time of such special telephone meeting.

Section 6.9. Waiver of Notice

Whenever any notice is required to be given to a Director pursuant to these Bylaws or pursuant to New Hampshire law, a waiver thereof in writing signed by the person or persons entitled to receive such notice, whether signed prior to, at, or after the meeting, shall be deemed equivalent to the giving of such notice.

ARTICLE VII - COMMITTEES

Section 7.1. Executive Committee

The Executive Committee shall consist of the President, the Vice President, the Treasurer, and the Secretary. The Executive Committee, when the Board of Directors is not in session, shall have, and may exercise such authority of the Board as directed by the Board of Directors. The Executive Committee shall not have the authority of the Board with respect to amending the articles of agreement, adopting a plan of merger or consolidation, recommending a voluntary dissolution of the Association or a revocation thereof, or amending these Bylaws or fill a vacancy in the Board of Directors.

Section 7.2. Nominating Committee

The Nominating Committee shall consist of three persons, one of whom shall be the Past President who shall serve as Chair of the Committee. The Chair shall select two other members to serve on the Committee and such members shall be Active Members of the Association.

The duties of the Nominating Committee shall be to present to the Association nominations for Directors and Officers of the Association. The proposed slate of officers will be sent out with the Annual Meeting notice.

Section 7.3. Standing Committees

There shall initially be three Standing Committees. These are the Education and Research Committee, the Legislative Committee and the Membership Committee. The chair of each Standing Committee shall be elected by the Members at the Annual meeting.

Section 7.4. Other Committees

The Board of Directors may appoint other special purpose and study committees, as they deem necessary from time to time.

ARTICLE VIII - AMENDMENTS

These Bylaws may be amended at any annual or special meeting of the membership at which a quorum is present, and any amendment shall require the affirmative vote of a two-thirds majority of the members present and voting; provided, however, that proposed amendments must be submitted to the members at least thirty (30) days prior to the meeting at which they are considered.

ARTICLE IX - INDEMNIFICATION

The Association shall indemnify each of its Directors and officers, or its former Directors and former officers, or any person who may have served at the request of the Association as a trustee, Director, or officer of another Association, partnership, joint venture, trust, or other enterprise, to the fullest extent permitted by law.

ARTICLE X - CORPORATE SEAL

The Association shall have a corporate seal on which shall be inscribed the name, state and year of incorporation. The original Bylaws for New Hampshire Association of Natural Resource Scientists were incorporated on 28th day of January 1999.

ARTICLE XI - CODE OF ETHICS

Section 11.1. Purpose and Scope

- A. In order to establish and maintain high standards of integrity, skills, and practice, this Code of Ethics shall be binding upon all Members of the New Hampshire Association of Natural Resource Scientists (NHANRS).
- B. A Member has obligations of morality and responsibility as well as scientific and professional knowledge.
- C. A Member shall be guided by the highest standards of ethics, personal honor, and conduct.
- D. Any Member who is certified or licensed to practice in New Hampshire is further required to comply with the rules and ethical standards adopted by the Joint Board of Licensure and Certification.

Section 11.2. Relationship between Members and the Public

- A. A Member shall:

1. Express an opinion or conclusion only upon matters of established fact or direct observation;
 2. Be thoroughly informed before stating an opinion or conclusion and shall present an opinion or conclusion in a public forum only if qualified to do so by training or experience;
 3. Clearly distinguish professional judgment or opinions from matters of fact or record;
 4. Avoid and discourage sensational, exaggerated, and/or unwarranted statements that might induce participation in unsound practices;
 5. Represent facts and results of research accurately;
 6. Perform professional assignments only when qualified by education or experience in the specific technical field involved; and
 7. Reveal to clients, regulators, and/or the public any conflict of interest or circumstances, which may interfere with full representation of the scientific facts or professional opinions.
- B. A Member shall not:
1. Affix his/her signature or seal to any map, plan, or document concerning a subject matter for which he/she lacks competence by virtue of education or experience, nor to any such map, plan, or document not prepared under his/her direct supervisory control; or
 2. Accept an assignment requiring education or experience outside of his/her own field of competence, except to the extent that his/her services are restricted to those phases of the project in which he/she is qualified or under the direct supervision of a person who is qualified. Nothing herein prohibits the owner of a firm from accepting work which an employee, subcontractor, or associate would be qualified to perform.

Section 11.3. Relationship between Members and Employer or Client

- A. A Member shall:
1. Protect, to the fullest extent possible, the interests of the employer or client insofar as such interests are consistent with the law and his/her professional obligations and ethics;
 2. Engage, or advise his/her client or employer to engage, and cooperate with other experts and specialists whenever the client's or employer's interests would be best served by such service;
 3. Work diligently and honestly to complete contractually-specified tasks or assignments authorized by his/her employer; and
 4. Fully disclose the nature of compensation for any professional services.
- B. A Member shall not:
1. Issue a false statement or false documents even if directed to do so by an employer or client;
 2. Use, directly or indirectly, any employer's or client's information in any way that would violate the confidence of the employer or client;
 3. Seek to profit economically from information gained, unless written permission to do so is granted by the client, or until it is clear that there can no longer be a conflict of interest with the original employer or client;
 4. Accept, without the client's written consent, assignment with another client if the interests of the two clients are in any manner conflicting;
 5. Divulge information given in confidence except as required by law; or
 6. Accept undisclosed fees for referrals or for representing a client.
- C. A Member who finds his/her obligations to an employer or client conflicts with this Code of Ethics shall work to have the objectionable conditions corrected.

Section 11.4. Relationship between Members

- A. A Member shall:
 - 1. Freely give credit to whom the credit is due for work done by others;
 - 2. Cooperate with others in the profession and encourage the ethical dissemination of technical knowledge;
 - 3. Exercise courtesy to other Members;
 - 4. Attempt to determine whether another Member is currently or was previously employed on a project, and shall inform that Member of his/her role in the project; and
 - 5. Avoid professional association or business relationship with other Members engaged in unethical practices.
- B. A Member shall not:
 - 1. Direct or require anyone under his/her authority to act in any way inconsistent with this code of ethics;
 - 2. Maliciously attempt to injure the reputation of another by using false, biased, or undocumented statements in testimony or in written reports;
 - 3. Attempt to injure another Member's reputation, prospects, practice or employment;
 - 4. Use public employment or an elected or appointed public position to compete against other Members; or
 - 5. Plagiarize oral or written communications or knowingly accept credit rightfully due another person.

Section 11.5. Duty to the Profession

- A. A Member shall:
 - 1. Notify the NHANRS Board of Directors if he/she has positive knowledge and direct evidence that another member has violated the NHANRS bylaws, which include this Code of Ethics. The NHANRS Executive Committee shall investigate the alleged violation and determine the appropriate course of action.
 - 2. Maintain original records of field work and complete professional files for a period of at least five years from when his/her involvement in the project ended; and
 - 3. Encourage and mentor employees, students, and trainees in pursuit of Member advancement and ethical development.
- B. A Member shall not make representations on behalf of NHANRS except as authorized by the Board of Directors.