

**BYLAWS FOR THE WILDLIFE VETERINARY SECTION OF THE WILDLIFE DISEASE
ASSOCIATION
15 March 2016**

**ARTICLE 1: PURPOSE OF THE WILDLIFE VETERINARY SECTION (WVS), ADHERENCE
TO BYLAWS OF THE WILDLIFE DISEASE ASSOCIATION (ASSOCIATION)**

The WVS is a section of the Association and the participation of WVS officers, and members in Association business is governed chiefly by the Bylaws of the Association. Accordingly, Article IX of the Association Bylaws describes general requirements for the section activities. The objectives of the WVS are:

- To enhance the contribution of veterinary medicine to the conservation and welfare of the wildlife resource.
- To promote and encourage the utilization of veterinarians in the field of wildlife resource management and research.
- To stress the importance of the interrelationships of man, domestic animals, and wildlife as reservoirs of disease.
- To promote and encourage a philosophy of animal population management and preventive medicine as it relates to free-ranging species.
- To encourage the recognition of disease syndromes as potentially influenced by habitat succession, alteration, and pollution.
- To encourage cooperative effort among resource management professionals and wildlife veterinarians.
- To educate and gain rapport with governmental agencies and wildlife resource interest groups about the importance of wildlife preventive medicine and disease management, and the support provided by wildlife veterinarians in relation to the wildlife resource and domestic species.
- To encourage an increased emphasis in colleges of veterinary medicine relative to management and preventative medicine of free-ranging species and to provide for mentorship of students interested in the field of wildlife veterinary medicine.
- To help establish and work for continuing education programs for wildlife veterinarians.

ARTICLE 2: OFFICERS, ELECTION AND DUTIES OF OFFICERS

The WVS officers shall consist of a Chairperson, Secretary, Treasurer, Newsletter Editor, and Student Representative.

The **Section Chairperson**, who is a member of the Association Council, shall be the Liaison between the Section, Council, and the Executive Manager. The Chairperson shall be responsible for ensuring that WVS meetings are held at least every second year. The Chairperson shall provide a report to the members at least annually either electronically or in person at WVS

meetings. The Chairperson and Treasurer will work with the Association Treasurer to ensure that Section funds are available for WVS activities, and that they are registered to sign checks for WVS activities.

The **Section Secretary** shall be responsible for the WVS membership directory and for minutes from section meetings. The Secretary shall supervise preparation, distribution, and tallying of ballots for officer elections, for amendments to the Bylaws, and additional WVS activities where a vote of the membership is needed. The Secretary shall notify the President of the outcome of the election as soon as possible after the tallying of ballots. The Secretary shall maintain a list of important WVS deadlines (election of officers e.g.). The outgoing WVS Secretary shall forward the membership directory and any other WVS documents and records to the incoming WVS Secretary. These records may be in an electronic format.

The **Section Treasurer** shall be responsible for WVS finances. The Chairperson and Treasurer will work with the Association Treasurer to ensure that Section funds are available for WVS activities, and that they are registered to sign checks for WVS activities. The Chairperson and Treasurer are permitted to sign checks and other documents in the name of the section. The WVS Treasurer shall provide an annual report to the section and the Association. The fiscal year for the WVS shall be the calendar year. The outgoing WVS Treasurer shall forward all budget and finance records, and documents (checks e.g.) to the incoming Treasurer and shall facilitate the certification of the incoming Chairperson and Treasurer as signatories to the WVS checking account.

The **Section Newsletter Editor** shall be responsible for the collection of information within the section and that this information is passed on to the Association Newsletter Editor.

The **Section Student Representative** shall be member of the Student Activities Committees of the Association.

The Section Chairperson shall appoint a Nominations Committee from the section membership every two years. The Nominations Committee shall solicit nominees for officer positions with an election to be held every two years. The election shall be conducted by a method agreed upon by the Section officers, the Executive Manager of the Association, and the President of the Association. The term of the officers shall be from the time the results are announced at the Association annual meeting until the second Association annual meeting.

ARTICLE 3: ADVISORY COUNCIL, SELECTION AND DUTIES OF ADVISORY COUNCIL

The Advisory Council shall consist of at least eight section members. The Advisory Council shall be recruited by the officers and serve on a voluntary basis. The Advisory Council members serve as representatives of the membership and shall provide advice and guidance to the officers on key issues and WVS activities. In addition, the Advisory Council may be asked to participate in committees, provide input on policy and budget decisions, act as Linked In discussion group moderators, and additional duties as requested. The Advisory Council shall participate in decision making processes via email or teleconference as requested by the Chairperson. The WVS Officers and Advisory Council shall consider requests for endorsement of public or private positions or issues after having referred the issues to, and received a report back from, the Public Awareness Committee of the Association.

ARTICLE 4: MEMBERSHIP

Members of WVS shall be members of the Association in any of the Association membership categories. In addition, members shall pay annual dues in the amount determined by the members in good standing with the section. Membership shall be based on a calendar year. Members in good standing (having paid dues to the section in the current calendar year) shall be eligible to vote for officers, policies, or financial referendums. Reminders for membership renewal will be sent out prior to elections and at the end and beginning of the fiscal year.

ARTICLE 5: FINANCES AND BUDGET

The calendar year shall be the budget year. The Treasurer shall ensure that budget reports include separate line items for the following: dues, donations, income from workshops, speaker fees, grants given and received, meeting expenses, travel expenses, and office supplies. Planned expenditures over \$500 US shall be agreed upon by the Officers. Planned expenditures over \$750 US shall be agreed upon by the Officers and the Advisory Council. The financial report shall provide the expenses, income, and current accounts as of a date provided in the report.

ARTICLE 6: MEETINGS

The WVS shall hold a general meeting every two years in conjunction with the annual meeting of the Association. Additional meetings may be held at the discretion of the Officers in association with other regional meetings which may attract a significant number of members and depending on the availability of the Officers. Meetings shall be conducted under the updated Robert's Rules of Order. The Chairperson may request a general vote by the membership by electronic balloting with the outcome determined by the majority of the votes.

The Chairperson of the section may call additional meetings including teleconference meetings with the Officers or the Officers and the Advisory Council to make decisions on expenditures, awards, selection of ad hoc committee members, selection of nomination committee members, or other Section business when additional opinions are desired. The Officers and Council may establish and vote on motions between general meetings via teleconference or e-business.

ARTICLE 7: AMENDMENTS

Amendments to the bylaws may be proposed by any member of the section and shall be submitted to the Chairperson and Secretary for consideration by the Officers and Council. A proposed amendment shall be approved for a ballot of the general membership by a majority of the Officers and Council. A proposed amendment to the bylaws shall be adopted by the section within in 90 days following approval by a two-thirds majority of those members responding to the ballot.

ARTICLE 8: COMMITTEES

The Chairperson shall select a Nomination Committee every second year approximately 9 months before the Wildlife Disease Association Annual meeting in the following calendar year. The Chairperson may establish additional Committees as deemed necessary to address Section business needs.