



# **BYLAWS TO THE CONSTITUTION OF THE WILDLIFE DISEASE ASSOCIATION**

*Approved by Council August 16th 2021*

For implementation beginning September 1st 2021

# BYLAWS TO THE CONSTITUTION OF THE WILDLIFE DISEASE ASSOCIATION

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**As of 1<sup>st</sup> September 2021**

*Note: All reference to the "Association" in the bylaws refers to the Wildlife Disease Association.*

## **ARTICLE 1. DUTIES OF OFFICERS AND OTHER MEMBERS OF COUNCIL**

### **Section 1. President**

The President represents the Association at the highest levels, serves as the executive officer of the Association, and presides at all meetings of Council. The President attends other business meetings of the Association as appropriate. The President is ultimately accountable to Council and the Association membership for all matters pertaining to the Association.

The President may convene a meeting of Council at any time.

The President, in collaboration with the Executive Manager and Officers, shall develop the agenda for each Council meeting.

The President shall preside over Council meetings using standard parliamentary procedures (e.g. Robert's Rules of Order or other similar process).

The President shall provide a report to Association members at the annual business meeting held during the Annual International Conference.

The President, in consultation with the Vice-President, shall appoint chairs and members to fill all vacancies accruing in committees before the end of September.

Service contracts negotiations and renewals are one of the primary responsibilities of the Executive Manager. In the absence of an Executive Manager, the President, other Officers, or the JWD Editor-in-Chief may negotiate and manage service contracts related to Association business. All service contracts involving expenses exceeding \$3000 must be approved by Council.

When the President and Vice President review committee appointments, they will consult with the respective Committee Chair and Executive Manager.

The President shall notify the incoming president of the need to meet the above schedules for appointment to standing committees for the coming year.

The President in consultation with the Vice-President shall establish and appoint members to *ad hoc* committees and shall determine terms of office (usually three years).

The President may provide direction to committees through the Vice President.

The President shall serve on any *ad hoc* Strategy/Planning Committees.

The President will implement all duly deliberated business passed by Council and shall speak for the Association on policy matters as directed by Council.

The President shall notify all candidates for office of the outcome of the election within seven days or less after receipt of the results.

The President, in consultation with the Executive Manager and Treasurer, shall assure that the annual report for incorporation as a nonprofit organization is completed and submitted with the annual dues by the deadline set by the Secretary of State in the state of incorporation.

The President will work with the Treasurer to ensure that the President is registered as being able to pay for services on behalf of the Association. The President will do this only when the Treasurer is not available (as per Article V, Section 4 of the Constitution).

The President shall maintain a set of records and, upon completion of his/her term, redirect those records to the Association archives managed by the Secretary and to the incoming President.

The President shall receive recommendations for establishing student chapters from the Student Activities Committee and if approving an application communicate that recommendation to Council who will vote to approve or deny formation of Student Chapters.

The President and the Executive Manager shall meet with all Section chairs at least twice a year (to launch the year's work and before the annual international conference to evaluate ongoing work)

The President shall organize a periodic review of the Executive Manager performance to be completed no later than 1 month prior to expiry of the Executive manager contract.

The President and Executive Manager will periodically, but not less than every ten years, propose updates to the Association Constitution and By Laws that shall be presented to Council for consideration and approval.

## **Section 2. Vice-President**

The Vice-President shall assist the President throughout the year in communicating with chairs of the Standing and *Ad Hoc* committees to assure that they are aware of their charges and deadlines where applicable.

The Vice-President and the Executive Manager shall meet with all Committee Chairs at least twice a year (to launch the committees and before the annual international conference to evaluate ongoing work)

Once committees are appointed, the Vice-President shall forward a list of committee members and chairpersons to the Secretary and Executive Manager.

The Vice-President shall send each committee chairperson a list of his/her responsibilities, the charge of the committee, committee guidelines, and the names of the other committee members. The President may also provide direction to a standing committee through the Vice- President.

The Vice-President shall carry out other duties as assigned by the President.

If for any reason the President is unable to fulfill his/her duties, the Vice-President shall assume the office and duties of Acting President and shall remain in that capacity for the remaining period of the President's term or until a new President can be elected by annual ballot, whichever is the shorter term.

The outgoing Vice-President shall advise the incoming Vice-President and provide sufficient information and records to ensure continuity of the management of the Association.

The Vice President is responsible for ensuring that all committees achieve their targets to the best of their abilities and that final reports are submitted in due time (1 month before the Council meeting at the annual international conference).

The Vice-President shall maintain a set of records and, upon completion of their term, redirect those records to the Association archives maintained by the Secretary and to the incoming Vice-President.

### **Section 3. Secretary**

Upon request of the President, the Secretary or their designate shall give at least 21 days' notice to members of Council of the time and place of all Council meetings.

The Secretary shall coordinate collection of reports and briefing notes for meetings and forward them to the President for consideration prior to distributing them to members of Council.

The Secretary shall present to each voting member of Council briefing notes and other preparatory material as far in advance as is possible before Council meetings.

The Secretary shall transcribe minutes from each Council meeting and distribute the minutes within 30 days to all members of the Council.

The Secretary shall notify the President of the outcome of the election as soon as possible after the tallying of ballots.

The Secretary in coordination with the Executive Manager shall maintain a list of important Association deadlines and confirm that those deadlines have been met.

The Secretary shall supervise maintenance of copies of all official correspondence, minutes, balloting and membership survey results, review the updated Constitution and Bylaws, and any other pertinent records of the Association acquired during their tenure.

The outgoing Secretary shall advise the incoming Secretary and transfer all relevant information and records to ensure continuity of the management of the Association.

#### **Section 4. Treasurer**

The Treasurer has primary responsibility for the financial integrity of the Association.

The Treasurer shall serve *ex officio* as Chair of the Budget Committee and be responsible for the budget process, shall sign checks and drafts on accounts owned by the Association to pay authorized expenditures.

The Budget Committee shall include as members the President, Editor-in-Chief of the Journal of Wildlife Diseases, Executive Manager, at least one past Association treasurer, and others as requested by the current treasurer.

The Treasurer shall inform the President and other members of Council of any substantial change in the financial conditions of the Association.

The Treasurer or their representative shall present to Council at each annual international meeting a financial report (as detailed in subsection 4.2) on the previous complete fiscal year and an interim report on the current fiscal year, including all cause-specific funds.

The Treasurer shall receive the results of internal and third-party audits and present these to Council.

The Association Business Office is the current contractor that the Association uses to manage day-to-day business operations.

The Treasurer shall receive, through the Association's current Business Office, all monies payable to the Association and shall, either directly or through the Business Office or Executive Manager, acknowledge (issue receipts upon request) on behalf of the Association, all monies given or bequeathed to the Association.

The Treasurer shall ensure that the President has signing authority on all accounts of the Association [as per Article V, Section 4 of the revised Constitution].

The Treasurer shall provide to the President and the Executive Manager accurate descriptions (account number, registration numbers, name and location of financial institution, etc.) of all funds held in the name of the Association as soon as possible after any changes in those data.

The Treasurer shall maintain ongoing communications with financial staff of the Business Office and will receive and review monthly summaries of financial transactions from the Business Office.

The Treasurer shall work with the Executive Manager to maintain directors' liability insurance as directed by Council and ensure that annual premiums for liability insurance are paid in sufficient time to maintain insurance coverage.

The outgoing Treasurer shall advise the incoming Treasurer and provide sufficient financial information and records to ensure continuity of the financial management of the Association.

The Treasurer shall maintain a complete set of records and, upon completion of their term redirect those records to the Association archives and to the incoming Treasurer.

The Treasurer shall serve as a member of the Budget Committee for at least two years following their term as Treasurer.

The Treasurer may acquire and use a credit card for payment of Association expenses. The Treasurer shall send copies of his/her credit card bills to the Executive Manager for approval prior to making payment.

#### **Subsection 4.1 Format for Budget**

The budget year shall run from July 1 to June 30.

The Treasurer or their representative shall request of the Editors, Executive Manager, committee chairs, and members of Council, estimates for expenditures for the forthcoming fiscal year and use these data to develop the forthcoming budget for the initial consideration of Council and for further development of a detailed budget to be presented to Council in time for its last meeting before the end of current fiscal year.

The Treasurer shall create budgets in a format that is consistent with the format of previous budgets so that comparisons can be made readily between years.

The Treasurer shall ensure that the format of the portion of budgets relating to expenses for the publication of JWD shall match the line items used in the account reports to the Association.

The Treasurer shall ensure that budget proposals include separate line items for major expenses such as conference revenue & expenses, Editors' fees, the Cause Specific Funds, auction proceeds,

expenses of the JWD Editor-in-Chief's office, and expenses and contract for the Executive Manager and other items as directed by Council.

#### **Subsection 4.2 Annual Published Financial Report**

The report of the Treasurer on the previous fiscal year in the Annual Published Financial Report to Council shall at a minimum include:

- 1) Total current assets of the Association.
- 2) Distribution of current assets in designated funds [e.g. Cause Specific Funds, investment accounts including investment portfolio, money market, certificates of deposits and cash within specified bank accounts.
- 3) The results of any audits performed.
- 4) Comparison of total revenue and expenses for the current year in relation to those of the previous 2 years. Narrative descriptions should include any major differences in projected vs actual expenses or other significant changes in fiscal status.

### **Section 5. Members-at-Large, Student Member of Council and Chairs of Sections**

The Members-at-Large, Student member of Council, and Chairs of Sections shall be responsible for representing the diverse views, goals, and objectives of the membership at meetings of Council. They should be willing to serve on, and act as Chairs of committees or in other capacities as requested by the President. Council members are expected to attend all Council meetings directly or remotely and to prepare for meetings by submitting necessary documents (as requested by the President or Vice-President) and reviewing informational materials provided.

The Section Chairs shall submit to members of Council a written annual report one month prior to the Annual International Meeting reviewing the activities of the Section during the past year. This should include a financial report providing an accounting of current assets and expenditures during the past year.

### **Section 6. Editors**

#### **Subsection 6.1 Editor-in-Chief of Journal of Wildlife Diseases (JWD Editor-in-Chief)**

The JWD Editor-in-Chief shall be responsible to Council for the format, content and financial conduct of the Journal of Wildlife Diseases

The JWD Editor-in-Chief shall seek approval of the Treasurer and Council in all budgetary matters that may lead to expenditures beyond those approved by Council.

The JWD Editor-in-Chief shall submit to peer review manuscripts considered for publication in Association journals, but will make the final decision of acceptance or rejection.

The JWD Editor-in-Chief shall submit to members of Council a written annual report one month prior to the Annual International Conference reviewing the aims and activity of the publication during the past year, predicting future requirements, and suggesting changes in Editorial Board appointments when necessary or desirable.

The JWD Editor-in-Chief shall be assisted by an Editorial Board and Managing Editor. The number of members constituting an Editorial Board shall be subject to the discretion of the Editor-in-Chief in consultation with Council. Members of the Editorial Board are appointed by and are responsible to the JWD Editor-in-Chief. Members of the Editorial Board shall assist the JWD Editor-in-Chief in the review and editing of manuscripts as deemed desirable by the JWD Editor-in-Chief. Major changes to the journal such as number of annual issues or new publication series are subject to approval by Council.

The JWD Editor-in-Chief may acquire and use a credit card for Association expenses

The JWD Editor-in-Chief is responsible for all transactions with the current publisher regarding editorial procedures of the Journal of Wildlife Diseases.

### **Subsection 6.2 Other Editors**

The Newsletter Editor is responsible for soliciting material for publication of Association Newsletter. This newsletter will appear once per quarter.

Responsibilities of other Editors may be defined by Council.

### **Section 7. Past President**

The Past President shall chair the work with nominations for the different elected offices of WDA.

The Past President shall chair the WDA Ambassador program.

## **ARTICLE II. DUTIES OF COUNCIL**

The Council shall serve as the governing body of the Association. Council members shall make every effort to attend the annual business meeting of the Council convened in conjunction with the Annual International Conference of the Association as well as periodic intervening meetings, either in person or remotely.

Members of Council will familiarize themselves with briefing materials and be prepared to deliberate and vote on all matters pertaining to the business and policies of the Association that duly are brought to their attention.

The Council shall vote on a budget for the forthcoming year submitted by the Treasurer before the end of the current fiscal year. It shall be the duty of the Council to see that the proposed expenditures are within the financial capabilities of the Association.

The Council shall review, evaluate, and vote for or against acceptance of audits.

The Council shall decide on the venue of the Annual International Conferences proposed by the President at least two years in advance when possible.

The Council shall review activities of all permanent and *ad hoc* committees and Association Sections and deliberate, discuss, and vote on any matters pertaining thereto that require policy changes and/or action by the Association.

The Council shall evaluate publication policies and changes in the operation of the Association's publications as recommended by the publication's Editorial Board.

The Council must approve appointment of the editors of major WDA publications, including, but not limited to, JWD Editor-in-Chief and Newsletter Editor.

The Council shall participate in any additional meeting that the President deems needed, and where input of Council is required.

The Council may approve contracts for professional services for assistance with the business of Association, editing and publication of journal(s), other communications, planning of meetings, website creation and maintenance, or other duties.

## **ARTICLE III. EXECUTIVE MANAGER**

### **Section 1. Executive Manager**

The Executive Manager shall implement policy and action plans as established by Council and ensure that the business of the Association is conducted in an efficient, effective and environmentally sustainable manner. This shall be accomplished by working closely with the Officers, members of Council, Editors, Section chairs, chairs of committees, staff of organizations with whom the Association has signed contracts, and others as deemed useful by Council in advancing the mission and business of the Association. In setting priorities, the President and Vice President shall act as first line supervisors for the Executive Manager.

### **Section 2**

The exact duties, length of service and other responsibilities of the Executive Manager will be specified in a separate contract approved by Council.

### **Section 3**

The Council delegates' contractual authority for the Annual International Conferences' contracts to the Executive Manager with a copy provided to the Treasurer.

## **ARTICLE IV. MEMBERSHIP**

### **Section 1**

Applications for membership in the Association shall be made through the Business Office, who shall grant membership in accordance with the policies set down by Council. To remain in good standing, members must pay annual dues by the end of the calendar year.

### **Section 2**

The Association holds the following membership categories:

**Regular Member** – Regular members shall have the right to vote, to stand for elected office, to receive the *Journal of Wildlife Diseases*, and other publications of the Association access to all material available to members on the Association website, and all discounts for registration at Annual International Conferences or for publication page charges, and other privileges as determined by the Association Council.

**Student Member** – Student members must be: 1) enrolled in an undergraduate or graduate student program at least half-time, or 2) be participating full-time in an internship or residency program which is approved for credit towards board certification. Student members may be required to provide proof of student status. Student members shall have all the rights and privileges of regular members but will only have the option for receiving JWD online. Student members will have reduced Annual International Conference registration and reduced membership fee as determined by Council.

**Associate Member** – Associate members are those who wish to be members of the Association for a reduced fee as determined by Council. Associate members do not receive the *Journal of Wildlife Diseases* but do receive other regular publications of the Association and full access to the Association website and all its content. Associate members shall have the right to vote and the right to stand for elected office. Associate members will not receive discounts accorded to Regular, Life and Emeritus membership.

**Sustaining Member** – Members having particular interest in the objectives of the Association and who wish to make a significant contribution as determined by Council to support those objectives. Sustaining members receive all rights and privileges accorded regular members, but if they are institutions will not be able to vote, and will receive special recognition by the Association.

***Institutional Member*** – Institutions shall receive the *Journal of Wildlife Diseases* for a fee as determined by Council. They have the option to receive the Weekly News and Announcements and the Newsletter but, shall not receive other rights and privileges accorded regular members.

***Emeritus Member*** – Emeritus membership is an honorary category. Emeritus members are retired members who in the opinion of the Council have contributed significantly to the study of wildlife health and who are recipients of the WDA Emeritus Award. Emeritus members receive all the rights and privileges of regular members without further payment of dues.

***Life Member --***: Life Member is a membership category that encourages members 65 or older who have been Association members for 20+ years to remain active in the Association. For the fee approved by Council Life Members are entitled to full privileges of membership with electronic access to Journal of Wildlife Diseases (paper copies available at an extra charge) for the remainder of their life.

***Aquatic Animal Member*** – Aquatic Animal members have the same rights and privileges as Associate Members and do not receive the *Journal of Wildlife Diseases* but do receive other regular publications of the Association as well as access to aquatic animal articles as selected by an editor. Aquatic Animal members shall have the right to vote and the right to stand for elected office. Aquatic Animal members will also have access to the membership directory and receive access to material on the Association’s website as is determined by Council but will not receive discounts accorded to Regular, Life and Emeritus membership.

### **Section 3**

Reminders for membership renewal will be sent over the signature of the President or as designated by the President.

### **Section 4**

Association membership mailing lists will not be rented or sold to commercial companies or other organizations. Exceptions will require consensus approval of the Officers of the Association.

## **ARTICLE V. FINANCES**

### **Section 1**

It is the responsibility of Council to maintain a financial reserve sufficient to insure the solvency of the Association.

### **Section 2**

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The Association Executive Manager, Treasurer, and President may approve expenditures of up to \$3000 above the approved budget without returning to Council.

### **Section 3**

A certain amount of the annual membership fee from every member as determined by Council shall be set aside in the budget as expenses to be used by the Sections.

### **Section 4**

Contracted staff shall be remunerated as determined by Council.

### **Section 5**

The JWD Editor-in-Chief and the Treasurer may acquire and use a credit card for Association expenses.

### **Section 6**

Financial records of the Association shall be retained for a period of seven years or as required by Federal and State governments of the United States.

### **Section 7**

The President and Treasurer will inform the managers of WDA's invested finances of the Association's desire to invest in environmentally sustainable options.

## **ARTICLE VI. PUBLICATIONS**

### **Section 1**

The purpose of publications shall be to acquire and disseminate knowledge and provide communication among members commensurate with the aims of the Association.

### **Section 2**

Advertisements may be placed in the *Journal of Wildlife Diseases* and/or the *Newsletter and the Weekly News and Announcements* as long as there is no net increase in the costs of publishing and mailing; any advertisement accepted is appropriate to the content of the *Journal or Newsletter*; and that a disclaimer is placed in the *Journal, Newsletter or Weekly News and Announcements*

indicating that the presence of advertisements does not suggest endorsement of products by the Association.

### **Section 3**

Complimentary copies of the *Journal of Wildlife Diseases* shall be sent to Emeritus and Sustaining Members of the Association except as specified by Council. Access to the electronic *Journal of Wildlife Diseases* will be provided freely to less developed countries in the two lowest economic categories as defined by the World Bank or to other countries as designated by Council.

### **Section 4**

The *Journal of Wildlife Diseases* shall stop publication of manuscripts by authors that have failed to pay page charges.

### **Section 5**

The WDA will accept advertisements placed on the Association website or in the Weekly News and Announcements under the section of Education and Training Opportunities from for profit businesses as long as the business agrees to donate one of the offered opportunities to WDA for use by a student or early career professional.

## **ARTICLE VII. MEETINGS**

### **Section 1. Council**

Members of Council may participate in meetings of the Association in person or remotely.

### **Section 2**

A majority of the members of Council constitutes a quorum and this must be achieved for decisions to be approved. In the absence of a quorum, members of Council may meet for discussions of agenda items only.

### **Section 3**

Any action which may be taken at a meeting of the Council may be taken without a meeting if all members of Council have received motions and accompanying explanatory documents electronically at least 7 days prior to the decision date, and if quorum of Council has voted in support of the action. The Secretary will aggregate the votes using a system accessible to all members of Council.

## **Section 4**

Committee and Section reports to be presented at the Annual International Conference shall be submitted to the Secretary at least one month prior to the Annual International Conference.

## **Section 5**

The order of business at the Council Meeting taking place during the Annual International Conference shall include:

- a) Call to order. The President shall assure that a quorum (majority of all the members of Council) is present and call the meeting to order.
- b) Approval of minutes.
- c) Treasurer's report and budget.
- d) Officers' reports.
- e) Editors' reports.
- f) Executive Manager's report.
- g) Standing and *ad hoc* committee reports, as deemed necessary and in the order called by the President.
- h) Annual reports from Sections.
- i) Unfinished business.
- j) New business.
- k) Unscheduled items.
- l) Vote on revised annual fees.
- m) Adjournment.

## **Section 6. Scientific**

The local conference organizing committees of future conferences will provide Council with a provisional budget, the Executive Manager and Officers will review the budget before it is presented to Council and an upper limit of total expenses will be approved by Council. In a timely manner following the conference, the local organizing committee will present a close-out budget to Council.

## **ARTICLE VIII. COMMITTEES**

### **Section 1**

Standing Committees shall be defined as those permanent committees established by Council. The current structure of standing committees is presented as appendix 1 to these bylaws. The President shall whenever necessary, propose to Council adjustments to this structure (that may result in the update of appendix 1).

Committees shall function under guidelines and mechanisms approved by Council and will be responsible to the Vice-President. All final recommendations and/or reports by committees will require approval by Council before action is implemented.

With the exception of the Editorial Board, membership on a committee and term of membership (usually 3 years) will be determined by the President in consultation with the Vice-President.

Standing committee Chairs and members shall be eligible for reappointment at the discretion of the President in consultation with the Vice-President.

The President shall appoint annually the chair of each committee. Committee members shall be consulted by the President or Vice-President before a decision is made regarding reappointment or termination to a committee.

All Committee chairs shall meet with the Vice-President and the Executive Manager at least twice a year (to launch the committees and before the annual international conference to evaluate ongoing work).

Committee members shall consult with the Committee chair and President or Vice-President if circumstances demand that they step down from committee membership before the end of their term.

## **Section 2**

*Ad hoc* Committees shall be defined as those non-permanent committees established by the President or Council.

The terms of reference, charges and duties, and operational guidelines of *ad hoc* committees will be clearly defined by the President and/or Council at the time of establishment of the committees.

The committees will be responsible to the Vice-President and be required to submit reports to the Council at the annual Council meeting and otherwise as requested by Council.

All final recommendations and/or reports by the committees will require approval by Council before affirmative action can be implemented.

Membership on an *ad hoc* committee and term of membership will be determined by the President.

*Ad hoc* Committees shall not last longer than two years. In special circumstances and at the discretion of the President and/or Council this period can be extended/renewed.

## **Section 3**

Unspent funds allocated to the operation of a committee may not be carried forward from one fiscal year to the next without officer approval.

## **Section 4**

Only WDA members can be Committee members. External persons can be invited, after approval from the President and Vice-President and at the request of the Committee chair, when their contribution is considered relevant for the prosecution of specific tasks in a given Committee.

Each Committee composition shall as far as possible mirror the broad geographic and professional backgrounds of WDA members. Section Chairs are especially responsible to support the President and Vice-President during the formation of each Committee.

## **ARTICLE IX. SECTIONS**

### **Section 1**

The purpose of a Section is to bring together Association members who have common scientific interests or common geographical areas.

### **Section 2**

The minimum number of members required for establishment of a Section shall be 10.

Those requesting Section status must present a written request to the President. After review by officers, and if meeting the requirements, the proposal can be submitted to Council for action.

Council approval is required before a Section may be established. Council can revoke Section status should the number of Association members fall below the minimum requirement for a Section or if the Section does not meet other criteria specified in the bylaws.

### **Section 3**

The Constitution, the Bylaws, and the Charter of Values of the Association shall guide the governance of the Sections. The sections shall have an elected Chair and Officers comprising at least secretary, treasurer, and Student Representative. Section Chairs are elected by section members.

### **Section 4**

Members of a Section must be members of the Association. Members of geographic Sections are determined by the country in which they reside and list as their address with the Association. For purposes of financial reimbursement, only one geographic Section, the one in which the member resides, will receive payment from the Association. Only geographic Sections receive per capita reimbursement. Members can also join other geographic or non-geographic Sections.

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## **Section 5**

The geographic Sections shall, based on the number of members, receive financial support annually from the Association as determined by Council. The use of this financial support is to be decided by each Section but must be in pursuit of the WDA mission. Sections can also apply for additional funds from the Association.

## **Section 6**

The Sections should strive to hold a conference every second year. Sections must inform Council and the web site editor or manager of the time and place of the conference at their earliest convenience but no later than 1 month prior to meeting. It is preferred that at least one Council member, Officer, or the Executive Manager attends the biannual conference of each Section.

The chair and Officers of the Sections shall hold a meeting at least every year.

## **Section 7**

The Section Chairperson as a member of the Association Council, shall be the liaison between the Section, Council, Officers and the Executive Manager. The Chairperson shall strive to ensure that Section Conferences are held at least every second year.

All Section Chairs shall meet with the President and Executive Manager at least twice every year.

The Section Secretary shall be responsible for the section membership directory and for minutes from section meetings.

The Section Treasurer shall be responsible for Section finances. The Chairperson or Treasurer is permitted to sign cheques and other documents in the name of the section. The section's Treasurer shall present a financial report of the conferences of the Section.

## **Section 8**

Sections may publish separate newsletters, maintain a website and be present in social media platforms, but similar information should be submitted to the Association for cross posting. If maintaining external websites these should be linked to the Association website.

## **Section 9**

Sections shall have a Nominations Committee appointed by the Chairperson. The Nominations Committee shall nominate people for election at the Section Meeting at least every second year.

## **ARTICLE X. STUDENT CHAPTERS**

Student chapters of the Association may be established according to specific Council approved guidelines. Applications shall be sent to the student member of Council for review. If accepted the President will then inform the Council who will vote to approve or deny formation of the Student Chapter.

## **ARTICLE XI. CHARTER OF VALUES**

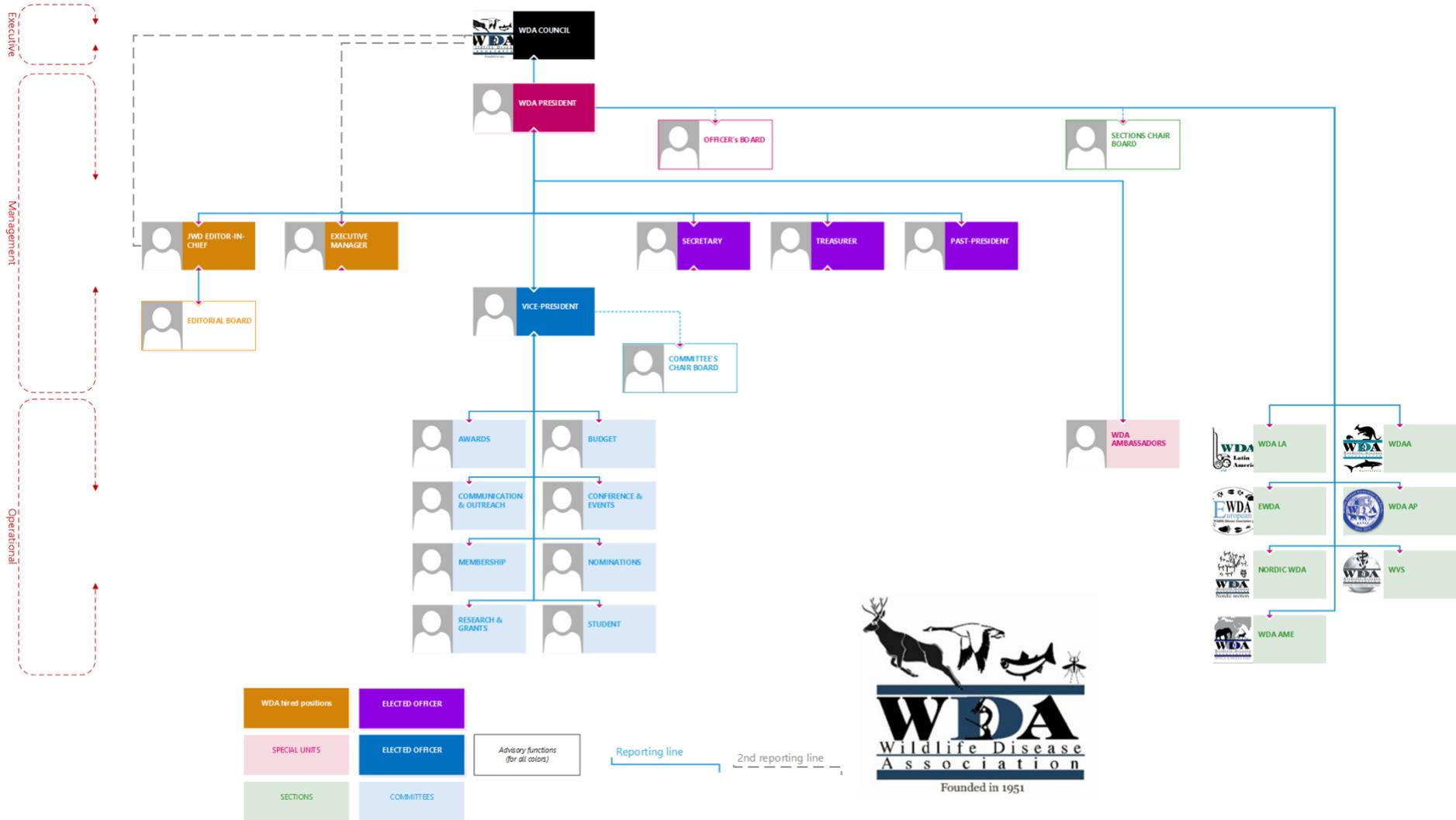
The Association shall ensure that its activities and business are in line with the Association's Charter of Values (as per WDA Constitution Article XI).

## **ARTICLE XII. AMENDMENTS TO BYLAWS**

These Bylaws may be amended by a majority vote of Council as in keeping with the procedures described within these bylaws.

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# APPENDIX 1 – ORGANISATION OF THE WDA



“WDA is all wildlife diseases, all conservation, all one health all the time!”