

Friend of Bertram Chain of Lakes Regional Park Bylaws

Article I. Name and Purpose

1. The name of the group shall be Friends of Bertram Chain of Lakes Regional Park (also known as Friends of Bertram).
2. The purpose of the Friends of Bertram is to provide grassroots support for efforts to conserve the Bertram Chain of Lakes as a regional park and recreational area for the public to enjoy, and as an irreplaceable natural and community resource for current and future generations.

II. Board of Directors

1. The Board of Directors shall serve without pay.
2. The eligibility for Board Members is a desire to support the group's overall mission.
3. Board members shall serve two year terms which will automatically renew until the Board member elects to resign.
4. Vacancies shall be filled by the Board, with the recommendation of the Board members.

III. Officers

1. The officers of the board shall consist of a Chair, Vice Chair and Secretary, and Treasurer voted by a majority the Board of Directors.
2. Elected officers will serve a term of one year which can be renewed with no term limits.
3. (a) The Chair shall preside at all Board meetings and perform other duties as associated with the office. (b) The Vice Chair will serve in absence of the Chair. (c) The Secretary shall be responsible for the minutes of the Board, keep all approved minutes in a minute book, and send out copies of minutes to all. (d) The Treasurer shall keep record of the organization's budget and prepare financial reports as needed.

IV. Membership

1. Voting members shall consist of a Board of Directors of no more than 9 people.
2. Additional members are approved by a majority vote of the Board members present.
3. All decisions are made by a simple majority of Board members present.
4. Voting by eligible members on all matters, including the election of directors and officers, may be conducted in person, by mail, and by electronic media, provided, however, that a single medium shall be employed for each vote.
5. Non-voting members shall consist of anyone who submitted contact information and supports the overall mission of the group.

V. Committees

1. The Board of Directors may develop standing and ad hoc committees as needed.

VI. Meetings

1. The Annual Meeting of the group will be held in January or February.
2. Regular meetings shall be held quarterly at a minimum.
3. Additional meetings may be held at any time when called for by the Chair or a majority of voting members.
4. Agendas shall be provided in advance.

VII. Conflict of Interest

1. Any member of the board who has a financial, personal or official interest in, or conflict (or appearance of a conflict) with any matter pending before the Board, of such nature that it prevents or may prevent that member from acting on the matter in an impartial manner, will offer to the Board to voluntarily excuse him/herself and will vacate his seat and refrain from discussion and voting on said item.

VIII. Fiscal Policies

1. The fiscal year of the board shall conform to the fiscal year of the Parks and Trails Council of Minnesota.

IX. Amendments

1. These by-laws may be amended by a two-third vote of the Board members present at any meeting, provided a quorum is present and provided a copy of the proposed amendment(s) are provided to each Board member at least one week prior to said meeting.