

CONSTITUTION
OF
AMERICAN ASSOCIATION OF WILDLIFE VETERINARIANS

ARTICLE I - TITLE

The Association shall be known as the American Association of Wildlife Veterinarians.

ARTICLE II - OBJECTIVES

The objectives of the Association are:

Section 1 To enhance the contribution of veterinary medicine to the *conservation and* welfare of the wildlife resource.

Section 2 To encourage and promote a philosophy of animal population management and preventive medicine as it relates to free-ranging species.

Section 3 To encourage an increased emphasis in colleges of veterinary medicine relative to management and preventive medicine in free-ranging species.

Section 4 To encourage the recognition of disease syndromes in their broadest sense as potentially influenced by habitat successions, alteration, and pollution.

Section 5 To educate and gain rapport with governmental agencies and wildlife resource interest groups about the importance of wildlife preventive medicine and disease in relation to the wildlife resource and domestic species.

Section 6 To educate and inform governmental agencies and wildlife resource interest groups of support and educational services which may be provided by wildlife veterinarians.

Section 7 To promote and encourage the utilization of veterinarians in the field of wildlife resource management and research.

Section 8 To encourage cooperative effort among resource management professionals and wildlife veterinarians.

Section 9 To stress the importance of the interrelationships of man, domestic animals, and wildlife as reservoirs of disease.

Section 10 To help establish and work for continuing education programs for wildlife veterinarians.

ARTICLE III - MEMBERS

Section 1 Active members - Membership is open to graduates of colleges or schools of veterinary medicine who support the objectives of the Association, who work with or have an interest in the application of veterinary medicine to the problems of free-ranging

species, and who meet the qualifications specified in the bylaws of the Association *who have paid their yearly dues by June 1 of any calendar year.*

Section 2 Student members - Student members in the Association shall be students in a college or school of veterinary medicine, or veterinarians enrolled at least half-time in a recognized graduate, residency, or internship program who are interested in the objectives of the Association *who have paid their dues by June 1 of any calendar year.*

Section 3 Subscribing members - Subscribing membership is open to non-veterinarians who support the objectives of the AAWV *who have paid their dues by June 1 of any calendar year.*

Section 4 Other members - The bylaws may also provide for, and specify, the qualifications for other classes of members in the Association.

ARTICLE IV - OFFICERS

Section 1 Number - The officers of the Association shall be a president, vice-president, secretary, and treasurer and such other officers as the bylaws may from time to time specify.

Section 2 Qualifications - All officers shall be Active Members of the Association and members of the Wildlife Disease Association and the American Veterinary Medical Association.

Section 3 Election and Terms - A president, vice-president, and secretary, and treasurer shall be elected for two-year terms on odd numbered years and shall serve until the election of his/her successor, *unless unable or unwilling to fulfill the responsibilities specified in the Bylaws as determined by a majority of the Board of Governors.*

Section 4 Successor to the President - If the president dies, resigns, or is otherwise removed from office, the vice-president shall immediately become president and shall serve for the remainder of the president's term.

ARTICLE V - BOARD OF GOVERNORS

The Board of Governors shall consist of the president, vice-president, secretary, treasurer, and advisory council chairman and shall be the administrating body of the Association.

ARTICLE VI - ADVISORY COUNCIL

Section 1 Duties - The Advisory Council shall be the consulting group for the Board of Governors.

Section 2 Qualifications and Appointment - The Chairman of the Advisory Council shall be the immediate past-president and members of the Advisory Council shall consist of from five to nine Active Members including a Student Member, and shall be appointed by the

president. *In addition the editor of the AAWV Newsletter and the AAWV Website shall be members of Council.*

Section. 3 Term - The term of the Chairman shall be two years or until an immediate past-president is designated by election. Members of the Advisory Council shall serve by appointment through the term of the president by whom appointed.

ARTICLE VII - STUDENT ORGANIZATIONS

A student organization in a college or school of veterinary medicine may be granted affiliation with this Association by the Board of Governors *if they request that status in writing*. The name of such affiliated organization shall be The (name of college or school) Student Chapter of the American Association of Wildlife Veterinarians.

ARTICLE VIII - ANNUAL MEETING

The Association shall convene in accordance with provisions of the bylaws.

ARTICLE IX - AMENDMENTS

The membership may amend this Constitution by a two-thirds majority of votes cast by the Active Members at an annual meeting, or *by two-thirds majority of a secret written ballot sent to all members*, provided that the proposed amendment shall have been (a) introduced at the preceding annual meeting, and (b) copies sent to each member at least 60 days prior to an annual meeting *or due date of secret ballots*.

BY LAWS

ARTICLE I - MEMBERS

Section 1 Active members - A veterinarian who meets the requirements set forth in Article III of the Constitution may become an active member by making application in writing to the Secretary of the Association along with payment of dues *to the Treasurer* as provided in Section 4 of this Article. Active members shall be the voting members of the AAWV.

Section 2 Student members - A veterinary student of a school or college of veterinary medicine or a veterinarian enrolled at least half-time in a recognized graduate, residency, or internship program may become a student member by making application in writing to the Secretary of the Association along with payment of dues *to the Treasurer* as provided in Section 4 of this Article. Student members shall not be voting members.

Section 3 Emeritus members - A veterinarian or subscribing member, who has been ~~an active~~ member for at least 10 years, is in good standing with the Association, and is either retired, or has reached the age of 65, may become an emeritus member by making application in writing to the Secretary of the Association.

Furthermore, a veterinarian who has provided extraordinary service to the Association may be granted emeritus membership by the Board of Governors in consultation with the Advisory Council. Only ~~E~~emeritus members who are veterinarians shall be voting members.

Section 4 Dues -- Dues amount will be set by the Board of Governors and approved by the membership as per the voting procedure outlined in Article VII - AMENDMENTS. Dues for all membership classes ~~active members~~ shall be payable for each calendar year on or before the first day of January. ~~and shall be \$ 40 per annum. Dues for student members shall be payable for each calendar year on or before the first day of January and shall be \$ 20 per annum.~~ Emeritus membership shall be *gratis*.

Section 5 - Delinquent members - A member shall be delinquent if dues are not paid by June 1 of the calendar year for which they are payable.

Section 6 - Subscribing members and other members - Individuals or institutions may subscribe to the Newsletter ~~for \$ 40 per annum.~~ Subscribing members shall not be voting members.

ARTICLE II - OFFICERS

Section 1 Nominations - A nominating committee of active members chaired by the past-president shall prepare a slate of nominees for the offices of president, vice-president, secretary and treasurer. *Officers are encouraged to run for the next highest office, but competitive elections are desirable and alternative candidates should be sought by the nominating committee and from the members with a goal of having two candidates for each elective office.*

Section 2 Elections - Ballots shall be mailed to all active members in time to allow 30 days for response from the membership and at least 60 days prior to the annual meeting occurring in odd-numbered years. *Ballots will be marked, mailed or designed in such a way that they can not be duplicated. Photocopied or duplicate ballots will not be counted. Ballots cast will be counted and verified by as many members of the Board of Governors as possible and sent to the Secretary for archiving for at least one year.*

Section 3 Installation - The elected officers of the Association shall take office at the close of the Annual Meeting during their elected year.

Section 4 Vacancies - The vice-president shall become president if the president dies, resigns. or is otherwise removed from office. *If an elected officer or Advisory Council chair is unable or unwilling to carry out their duties as determined by the Board of Governors they may be asked to resign and replaced by succession or appointment as determined by the Board of Governors.*

Section 5 President - The president shall be the chief representative of the Association and preside over the *Board of Governors*. The president may appoint permanent and *ad hoc* committees

for specific purposes to maintain a working Association in consultation with the Board of Governors and Advisory Council. The president shall represent the Association on the Wildlife Disease Association Council as Chairman of the Wildlife Veterinary Section. The President shall assure that the Association is appropriately represented at any other meetings the Association agrees to participate in including but not limited to those with The Wildlife Society, the United States Animal Health Association, and the American Association of Zoo Veterinarians. The President shall communicate regularly with other officers and the membership and shall provide a yearly summary of Association activities at or before the annual meeting.

Section 6 Vice-President - The vice-president shall fulfill the president's duties in his absence and shall be a member of the Executive Board of Governors. The Vice President shall be responsible for development of scientific and technical sessions for meetings the Association agrees to participate in. The Vice-President shall assist the President in other activities of the Association including membership outreach and publicity/professional representation.

Section 7 Secretary - The secretary shall be the chief corresponding officer of the Association, shall be a member of the Board of Governors, and shall be responsible for:

- a) Maintaining copies of records of the association
- b) Maintaining the membership roll in printed and electronic form and updating and making it available as needed by AAWV officers.
- c) Replying to general correspondence
- d) Communications with Student Chapters
- e) Archiving any ballots or voting materials
- f) Assisting with membership outreach efforts

Section 8 Treasurer - The treasurer shall be the chief financial officer of the Association, shall be a member of the Board of Governors and shall be responsible for:

- a) Management and receipt of all assets of the Association
- b) Issuing checks and other forms of payment
- c) Receipt of payments by all members and communications on this with the Secretary
- d) Assisting with membership outreach as requested
- e) Issuing a yearly treasurers report summarizing major receipts and expenditures and account balances at or before the annual meeting

Section 9 Editors - The Editor(s) of the AAWV Newsletter and of the AAWV Website (may be one person or two separate people) shall be appointed for indefinite terms by majority vote of the Board of Governors, shall be considered members of the Advisory Council, and shall be responsible for:

- a) Publishing the Association Newsletter a minimum of four times per year*
- b) Maintaining a file of e-mail addresses of members*
- c) Regular maintenance and updating of the Association's Website*
- d) Sending mass e-mails to the membership as requested by the president*
- e) Assisting the Board of Governors with other Association business*

Section 9 Advisory Council Chairman - The Advisory Council Chairman shall be the immediate past-president. He shall be a member of the ~~Executive~~ Board of Governors and be Chairman of the nominating committee.

Section 10 Executive Manager - The Board of Governors may contract with an executive manager, as funds of the Association allow, to provide a headquarters for the Association's business, assist officers with the business of the Association and other duties as specified by contract. The executive manager must be a member of the Association and, if possible, qualified to be an officer in the Association. Should an Executive Manager be contracted by the Association he/she shall be considered a member of the advisory council.

ARTICLE III - BOARD OF GOVERNORS

Section 1 Composition - The Board of Governors shall consist of the current elected officers of the Association (president, vice-president, and secretary, treasurer) and the Advisory Council Chairman (immediate past-president).

Section 2 Duties - The Board of Governors shall perform all acts, transact all business for or on behalf of the Association and do all such lawful acts and things as the Constitution and these Bylaws may permit.

ARTICLE IV - COMMITTEES

Section 1. Standing Committees shall be defined as those permanent committees established by the president in consultation with the Board of Governors and Advisory Council. These committees shall include, but not be limited to Communications, Policy, and Student Affairs. Committees shall function under guidelines established by the Board of Governors and Advisory Council and be responsible to the president. All final recommendations or reports by committees will require approval by the Board of Governors and Advisory Council before action is implemented. Membership on a committee and term of membership (usually 2 years) will be determined by the president in consultation with the Board of Governors and Advisory Council after solicitation for nominees from the members. Committee Chairs and

members shall be eligible for reappointment at the discretion of the president. The president shall appoint biennially the Chair of each committee, and committee members shall be consulted by the president before a decision is made regarding reappointment or termination. Committee members may consult with the 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. The functional existence, charges and duties as well as operational guidelines of *ad hoc* committees will be clearly defined by the president at the time of establishment of the committees. The committees will be responsible to the president and be required to submit reports as requested by the president. All final recommendations or reports by the committees will require approval by the Board of Governors and Advisory Council before action can be implemented. Membership on an *ad hoc* committee and term of membership will be determined by the president.

ARTICLE V - ANNUAL MEETING

Section 1 Time and Duration - An annual meeting of the membership of the Association shall be held in each calendar year. The date and duration of the meeting shall be determined by the ~~Executive~~ Board of Governors and shall conform in general to meeting with other groups with which the Association is affiliated such as: The American Veterinary Medical Association, the Wildlife Disease Association, *the Wildlife Society and the American Association of Zoo Veterinarians*.

Section 2 Dr. Albert Franzmann Memorial Lecture - Time and funds permitting the president of the Association in consultation with the Board of Governors will invite a speaker to present the Dr. Albert Franzmann Memorial Lecture during the conference at which the Association is holding its annual meeting. The lecture will be given in memory of Dr. Franzmann and will be on a topic germane to the Association.

ARTICLE VI - HEADQUARTERS

The principal office of the Association *may* be that of the current *President, Vice-president, Secretary or Treasurer or other such locations agreed upon by the Board of Governors which can support and expedite the business of the Association. To the extent possible the headquarters will be maintained at a consistent location.*

ARTICLE VII - AMENDMENTS

These Bylaws may be amended at any annual meeting, *or by secret ballot sent to all active members;* however, proposed amendments shall be published in the Newsletter at least 60 days prior to an annual meeting *or date of a vote* at which they are to be considered, and shall be presented to the ~~Executive~~ Board of Governors for its consideration and recommendations prior to any action by the membership. The amendment must be passed by two-thirds majority of the votes cast at the Annual Meeting or by a two-thirds majority of those ballots returned to the *Board of Governors 60 days after ballots are distributed to the membership-* The above procedure applies to proposed

changes to the dues.