

# **Bylaws of the Cooperative Research with Stakeholders Section of the American Fisheries Society**

## **Article I. Name and Objectives**

The name of this organization shall be the Cooperative Research with Stakeholders Section of the American Fisheries Society, hereinafter referred to as the CRSS.

The objectives of the Section shall be those of the Society as set forth in Article I of the Constitution. In addition, the CRSS also has the following objective:

Advance the Society's promotion of scientific research and sustainable management of fisheries resources by encouraging and facilitating research partnerships among scientists, stakeholders, and resource users, especially commercial fishermen/harvesters, subsistence harvesters, and recreational anglers.

The CRSS promotes varying levels of involvement from participating resource users along the spectrum of cooperation, including citizen science. When done properly, cooperative research can increase stakeholder buy-in to science and decision-making processes and ensure incorporation of local and traditional ecological knowledge into fishery management processes. The CRSS aims to increase stakeholder participation in fisheries science and the Society, and to encourage scientists to pursue collaborative research using continuously evolving best practices and lessons learned. Specifically, the CRSS will undertake a variety of important near-term and longer-term activities that currently are not the primary focus of other Society sections, including:

- Supporting on a regular basis innovative annual meeting symposium topics and formats, including panel discussions, to raise the profile of scientists and stakeholders involved in cooperative research, increase general awareness of such research, and share lessons regarding cooperative research successes and challenges.
- Promoting the integration of fisheries science information end users (including managers and stock assessment biologists) into cooperative research endeavors to ensure research project success and greater understanding of scientific processes (including stock assessments) among stakeholders.
- Supporting annual meeting attendance and Society membership for fishermen, anglers, subsistence harvesters, and other collaborative research stakeholders.
- Partnering with other Society sections to ensure that various aspects of cooperative research are highlighted and enhanced.
- Developing blogs, webinars, workshops, and continuing education courses to further the objectives of the CRSS.
- Leveraging resources from industry partners to increase a greater variety of stakeholder involvement at annual meetings.
- Expanding Society membership diversity by exploring additional membership levels for fishery stakeholders including fishermen, subsistence harvesters, and anglers.

All activities of the CRS shall conform to the Society's Constitution, Rules, and Procedures.

## **Article II. Membership**

1. Membership in the Section shall be open to all individual or institutional members of the Society having an interest in cooperative research.
2. Only active members of the Society may vote, hold office, or chair a committee.
3. Member dues shall be \$5.00 for all members.

### **Article III. Officers**

1. The officers of the Section shall be the President, Vice President, Secretary, and Treasurer. These officers, along with Chairpersons of CRSS Standing Committees, constitute the Section's Executive Committee. The Secretary and Treasurer positions may be filled either separately or as a combined single position.
2. All officers must be in good standing with the Society.
3. All officers shall serve for a term of two years. The offices of Secretary and Treasurer can be renewed for one term without an election. The President can hold a consecutive term if: 1) the current President is re-elected by the membership; and 2) if the Vice President agrees to defer his or her term for two years.
4. Officers shall be elected by a majority of ballots cast by the CRSS membership. Elections may be conducted electronically or by other methods determined by the Executive Committee.
5. Terms of newly elected officers will begin at the annual CRSS business meeting.
6. In the event of a vacated position, the Executive Committee shall appoint a qualified replacement to fill the unexpired term.
7. No elected officer or appointed committee member of the CRSS shall receive any salary or other compensation. Expenses associated with Section-related activities may be defrayed from funds available to the Section when authorized by the Executive Committee.

### **Article IV. Duties of Officers**

1. The President shall:
  - a. Chair the Executive Committee of the Section;
  - b. Preside at all meetings of the Section;
  - c. Appoint all Committee members, and may serve as an ex-officio committee member;
  - d. Represent the Section as a member of the Society's Governing Board;
  - e. Oversee the Section's fiduciary responsibility by communicating with the Treasurer to ensure that the Section's funds are managed appropriately, and that required IRS reporting is completed annually;
  - f. Ensure that the Section website is updated;
  - g. Ensure that at least one CRSS newsletter per year is sent to members; and
  - h. Perform other duties as may be requested by the Executive Committee.
2. The Vice President (President Elect) shall:
  - a. Serve on the Executive Committee;
  - b. Assist the President with planning and implementing CRSS activities;
  - c. Perform the duties of President in the absence of the President;
  - d. Assume the office of the President in the event that the office is vacated;
  - e. Accede to the Presidency upon completion of the term of Vice President;
  - f. Prepare an annual work plan before taking office as President; and
  - g. Perform other duties as may be requested by the Executive Committee.
3. The Secretary shall:
  - a. Serve on the Executive Committee;
  - b. Keep the official records of the Section;
  - c. Maintain a current list of the Section membership;
  - d. Record meeting minutes and distribute them to the Section within 30 days after the meeting;
  - e. Assist the President in preparing the annual report to the Society;
  - f. Conduct CRSS elections; and
  - g. Perform other duties as may be requested by the Executive Committee.
4. The Treasurer shall:
  - a. Serve on the Executive Committee;

- b. Collect and be custodian of Section funds;
  - c. Disperse funds as authorized by the Executive Committee;
  - d. Submit a CRSS annual financial report as required by the AFS Governing Board Reporting process prior to the annual Society meeting;
  - e. Complete required IRS reporting on an annual basis; and
  - f. Perform other duties as may be requested by the Executive Committee.
5. The Committee Chairs (see Article VII for details) shall:
- a. Report their Committee's activities, findings, and recommendations as required in Article VII (3);
  - b. Assist the other officers as needed; and
  - c. Perform other duties as may be requested by the Executive Committee.

#### **Article V. Executive Committee**

1. The Executive Committee shall consist of the elected officers of the Section and the Chairpersons of the CRSS Standing Committees (see Article VII).
2. Executive Committee meetings are called by the President.
3. The Executive Committee shall have the authority to determine policies and conduct business consistent with the objectives of the Section.
4. Meetings of the Executive Committee may be held at the call of the President when at least a quorum, as defined in Article V (6), can meet and conduct business.
5. Business and voting by the Executive Committee may be conducted by mail or virtually (i.e., via conference call or WebEx).
6. A quorum is required for transaction of official business at an Executive Committee meeting. A quorum for an Executive Committee meeting shall consist of at least three members.
7. Each member of the Executive Committee shall have one vote on Executive Committee decisions. In the event of a tie, the President may cast the deciding vote.
8. The Executive Committee shall establish annual dues subject to approval by CRSS members attending the annual business meeting.

#### **Article VI. Meetings and Voting**

1. Decisions at Section business meetings and on behalf of the Society shall be in accordance with the Society's Constitution, Rules, and Procedures, and the CRSS Bylaws.
2. A quorum at business meetings shall be 10 members of the Section.
3. The latest edition of Robert's Rules of Order shall govern all applicable cases not covered by these Bylaws.
4. Balloting shall be completed at least two months before the annual meeting of the Section by either mail or electronic media.
5. Officers shall be elected by a simple majority of the returned ballots. Proper care will be taken to ensure confidentiality and anonymity of both mail and electronic ballots. In the case of a tie vote, the election will be decided by a simple majority vote of the Executive Committee.
6. In the event of a vacated position, the Executive Committee shall appoint a qualified replacement for the remainder of the term.

#### **Article VII. CRSS Committees**

1. Committees and Chairs of committees, except as listed in Articles III and V of these Bylaws, shall be appointed and charged by the President.
2. Special Committees serve to accomplish a specific purpose and shall cease to function upon the discharge of the duties for which they were appointed or with the end of the term of the appointing officer.
3. Standing Committees help the President and the Executive Committee conduct the Section affairs, and the Chairs shall report their committee's activities, findings, and recommendations at

Section meetings and interim meetings of the Executive Committee.

4. The following Standing Committees composed of Section members in good standing shall be appointed by the President together with their chairpersons, who are expected to change periodically:
  - a. Communication Committee. The Communication Committee shall be responsible for and maintaining the Section's Website, Social Media accounts (e.g., Twitter, Facebook), and newsletter. The Committee shall consist of the Website Webmaster, Twitter and Facebook manager, the Newsletter Editor, and other Section members as necessary and appointed by the President.
  - b. Programs Committee. The Programs Committee shall be responsible for CRSS events including (but not limited to) organizing webinars, workshops, and/or symposia.
  - c. Stakeholder Engagement Committee. The Stakeholder Engagement Committee will be responsible for securing and distributing funding to assist fisheries collaborators with attending regional and annual Society meetings. This committee will also support other sections and sub-units in fisheries engagement activities.

#### **Article VIII. Amendment of Bylaws and Procedures**

1. The bylaws are the defining document for the Section and take precedence over all other rules and procedures of the Section.

- a. The Section bylaws may be amended by a vote of 2/3 of the Section members voting on the amendment, provided that the proposed amendment(s) are circulated to the membership at least 30 days prior to voting.
- b. In accordance with the Society's Constitution, an amendment shall be reviewed by the Society's Constitutional Consultant prior to the Section's vote for conformity with the Constitution, Rules, and Procedures of the Society.
- c. The Constitutional Consultant presents the adopted amendment to the Society's Management Committee for approval.
- d. Amendments take effect when the Section receives written notice of their approval by the Management Committee from the Society Executive Director.
- e. Procedures of committees and working groups are established to provide continuity in the conduct of Section business. Procedures may be suspended or amended by a simple majority vote of the Executive Committee.