



# Association of National Park Rangers

## BYLAWS

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## **ARTICLE I - GENERAL**

### **Section A. Name**

The name of the organization shall be: "THE ASSOCIATION OF NATIONAL PARK RANGERS."

### **Section B. Purposes**

1. The Association of National Park Rangers shall be an organization to communicate for, about, and with National Park Rangers; to promote and enhance the park ranger profession and its spirit; to support management and the perpetuation of the National Park Service and the National Park System; and to provide a forum for social enrichment.
2. The Association shall provide education and other training to develop and/or improve knowledge and skills of park rangers and those interested in the profession. The Association shall provide a forum for discussion of common concerns of park rangers and provide information to the public.
3. The membership of ANPR is composed of individuals who are entrusted with and committed to the care, study, explanation and/or protection of those natural, cultural, and recreational resources included in the National Park System and persons who support these efforts."

### **Section C. Legislative Involvement**

To the maximum extent possible, consistent with the goal of upholding the park ranger profession, the Association will work with the Service to maintain a high standard of resource protection and service to visitors. Proposals for legislative action or advocacy for or against legislation will be limited to instances when such measures are crucial to the well-being of the park ranger profession as a whole, as determined by the Board of Directors. When a position on legislation is called for by such a situation, the primary emphasis will be upon providing information on the Association's position as a professional organization and the reasons for that position.

### **Section D. Advocacy**

In addition to the involvement in Section C., above, the Association will work toward the betterment of the profession and the System in matters involving policies and procedures of the National Park Service and other Federal agencies and will advocate appropriate actions and policies.

## **ARTICLE II - LEGAL FORUM**

### **Section A. Corporate Entity**

1. The Association of National Park Rangers is a non-profit corporation organized and existing pursuant to membership corporation laws of the District of Columbia.
2. The general purposes for which this corporation is formed are to operate exclusively for such educational purposes as will qualify it as an exempt organization under Section 501(c)(3) of the Internal Revenue Code of 1954, or corresponding provisions of any subsequent Federal Tax Laws, including, for such purposes, the making of distributions to organizations, which qualify to tax- exempt organizations under that code.

## **ARTICLE III - ABBREVIATIONS AND DEFINITIONS**

### **Section A. Abbreviations**

1. The Association of National Park Rangers may be abbreviated to the “Association” or to the “ANPR.”
2. The Board of Directors may be abbreviated to the “Board.”

### **Section B. Definitions**

1. The word “Ranger” as used herein includes all persons performing the wide range of traditional ranger profession duties or persons who support these duties in perpetuation of the National Park System and the National Park Service (Ranger at Heart). In the Association there shall be no distinction made among the different specialties of the Park Ranger profession or other work disciplines of the National Park Service such as: interpretation and resource education, resource and visitor protection, cultural and natural resource management, maintenance, administration, public use management, fee collection, fire management, science, or park management.
2. A “position” is the official point of view or attitude of the Association on a particular question. (See Article XX for how positions are established.)
3. A “policy” is a plan or course of action designed to influence and determine actions, decided by the Board in accordance with the BYLAWS. Policies flow from official Association positions and are formulated by the Board and articulated by the President.
4. A “procedure” is a set of established methods for conducting the affairs of the Association. Procedures are established by the Board in accordance with the BYLAWS.

## **ARTICLE IV - MEMBERSHIP**

### **Section A. General**

Membership in the Association of National Park Rangers shall be open to all individuals interested in the National Park Ranger profession and persons who support the profession in perpetuation of the national park system and the National Park Service (Rangers at Heart) regardless of race, color, gender, religion, age, sexual orientation, national origin, or mental or physical disability.

### **Section B. Membership Designations**

1. Membership of the Association shall be divided into:
  - a. Active Member – Any person interested in the purposes and goals of the ANPR. Active Members include both members who pay annual dues and life members.
  - b. Supporting Member - Any individual who is not eligible for or interested in being an Active Member, or an organization, wishing to support the purposes of the Association of National Park Rangers.
  - c. Honorary Member – Any person or organization nominated by an Active Member for significant contributions to the Ranger profession or to the Association of National Park Rangers. Nominations will be submitted to the ANPR President, who will submit the nomination to the ANPR Board of Directors. Approval requires a majority vote of the Board.
  - d. Inactive Life Member - Any Life Member for whom an active/valid email address, phone number, or mailing address cannot be determined through procedures approved by the Board. Inactive Life Member status shall remain in effect until such time as the Member re-establishes contact or ANPR has evidence of death.
2. An individual may be an Active and an Honorary member at the same time.

### **Section C. Voting Membership**

1. Voting membership of the Association shall consist of Active and Honorary Members only.
2. Voting; holding office (see additional provisions in Article XI, Section B(3)); nominating; having a hearing before expulsion; presenting motions, resolutions or other business; inspecting official records of the Association; and insisting on enforcement of the rules of Association shall be limited to the voting membership with the understanding that certain legal requirements for inspection of official records will be honored.

### **Section D. Non-Voting Membership**

1. Supporting Members.
2. Inactive Life Members.

### **Section E. Membership Approval**

1. Active Members upon the payment of the required dues.
2. Supporting Members upon the payment of the required dues and the approval of the President of the ANPR.

#### **Section F. Membership Forfeiture**

Any member who brings discredit upon the Association may be terminated, for just cause, by the Board, provided that no Active Member shall be so terminated without a hearing, if so requested, at the next regular Board meeting.

#### **Section G. Transfer of Membership**

Membership may not be transferred.

## **ARTICLE V - DUES AND FUNDS**

### **Section A. Dues Rates**

1. Membership dues will be announced annually. The dues rates may be changed by two-thirds vote of the Board or by majority vote of the membership at the Annual Rendezvous.
2. Each membership shall include a subscription to ANPR publication(s), "Ranger," and others, when developed, for a period equal to the membership paid.

### **Section B. Funds**

1. The Association may collect, raise, or disburse funds for the accomplishment of its objectives.
2. Board Members, Officers, and Work Group Members will serve without pay, but, after approval by the President, may be reimbursed for actual expenses incurred while attending to Association business.

### **Section C. Dissolution**

In the event of dissolution of the ANPR, all existing assets of the Association shall be donated to one or more recognized non-profit organizations established for the purpose of furthering the goals of the National Park System as stated in the Act of August 25, 1916, and according to a plan of distribution approved by the Board.

## **ARTICLE VI - DUES PROCEDURES**

### **Section A. Membership Period**

1. Dues shall be paid to the Business Manager.
2. A membership year is 12 months as determined by the board of directors.

### **Section B. Life Membership**

Upon payment of the appropriate dues, an individual may become an Active Life Member.



## **ARTICLE VII - INSTRUMENTS OF CONTROL**

### **Section A. Written Instruments**

The Association shall be controlled through written instruments, each defining authority and responsibility of appropriate activities. In order for precedence, these shall be: Articles of Incorporation, BY-LAWS, Policy, Positions and Procedures for the conduct of business.

### **Section B. Governing Bodies**

The Governing Bodies of the Association shall be, in order of precedence:

1. Board of Directors
2. Officers
3. Voting Membership

April 1997 BYLAWS with April 2002, April 2004, June 2004, November 2006, November 2007, and February 2017, February 2019, January 2020, May 2020

Amendments Adopted by Board of Directors

## **ARTICLE VIII - BOARD OF DIRECTORS**

### **Section A. Directors**

1. The governing body of the Association shall be a Board of Directors composed of persons elected by the voting Members of the Association, or by the Board of Directors.
2. The Board of Directors shall consist of the President, President-Elect (non-voting), Secretary, Treasurer, and eight Board members for: Education and Training, Fundraising, Internal Communications, Membership Services, Professional Issues, Seasonal Perspectives, Government Affairs, and Strategic Planning. Ad hoc members may be appointed by the President as approved by the Board.
3. All Board members shall represent the membership at large.
4. In order to be eligible for the Board, a person must be an active member. Supporting Members, and Honorary Members who are not also Active Members are not eligible for the Board.

### **Section B. Officers**

The officers of the Association shall consist of a President, Secretary, and Treasurer. The President shall be the Chief Executive Officer of the Association.

### **Section C. Term of Office**

1. Board members, except the President and the President-Elect shall be elected for a term of three years each, unless they are filling the remainder of a term.
2. No more than four of the Board members will be elected each year due to expiration of terms. Regular elections in three alternating years shall be grouped as follows:
  - a. Year 1: President-Elect; Board members for Fund Raising Activities and Membership Services.
  - b. Year 2: Secretary; Board members for Professional Issues, Seasonal Perspectives, and Government Affairs.
  - c. Year 3: Treasurer; Board members for Education and Training, Internal Communications, and Strategic Planning.
3. Elected members of the Board may not serve more than two consecutive terms of three years each in the same office, except the President, who may not serve more than one term.
4. The President-Elect shall serve as a non-voting Board member for one year before assuming the position of President. The President will serve for three years as a voting member.

### **Section D. Authority**

The Board shall have the authority to accomplish or establish the following:

1. Procedures and dates for all elections.
2. Procedures and dates for all meetings.
3. Rules for nominations, control, and conduct of the Board and support personnel.
4. Functions, responsibilities, and authority of the Association officers and support personnel.
5. Positions, policies and procedures relative to the conduct of the Association business.
6. Recommendations and revisions to BYLAWS, except revisions to Article XVI can only be made according to the terms in said Article.

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Amendments Adopted by Board of Directors

7. Spend funds to support Association activities.
8. Remove a Board Member by a 2/3 majority vote for the following reasons:
  - a. Conflict of interest, unethical behavior, malfeasance or other cause, as determined by the Board.
  - b. Upon the unexcused absence of a Board member from a second consecutive Board meeting, or three unexcused absences during a year. An absence is "unexcused" when an absent Board member has made no verbal or written contact with the President or the Secretary before or after the first absence or before the second consecutive absence.
9. By a two-thirds vote, appoint a replacement to fill the remainder of the term of a vacant Board position.

## **ARTICLE IX - DUTIES OF BOARD**

### **Section A-1. President**

1. In addition to such other authority as the Board may delegate, the President's duties shall include the following:
  - a. Preside at all meetings of the Association, and serve as Chairperson of the Board.
  - b. Carry out the purposes of the Association as set forth in its Instruments of Control.
  - c. Keep the Board informed of Association matters.
  - d. Make appointments to fill vacancies in office.
2. The President shall have authority to:
  - a. Carry out his/her duties as delegated in this Article and those policies duly appointed by the Board.
  - b. Appoint and/or dissolve special committees to perform tasks deemed necessary during his/her term.
  - c. Incur and/or authorize reasonable and proper expense in accordance with the policies of the Board.
  - d. Engage legal counsel.
  - e. Engage a Business Manager, Executive Director, or other staff assistance, in accordance with Article XIII, Section A.
  - f. Approve all publications.

### **Section A-2. President-Elect (non-voting)**

1. First year of the four-year term is spent learning the duties of the President and the issues of the Association.
2. Serves as assistant to the President responsible for the Partnerships and Public Relations role of coordinating efforts to build and maintain strong relationships with other organizations that share an interest in the National Park Service. Succeeds to the office and the authorities of the President in the event the President is unable to serve.

### **Section B. Secretary**

1. The Secretary shall perform the usual duties devolving upon the office except as otherwise provided by the Board. He/she shall provide reports on ANPR activities as the Board requires.
2. He/she shall maintain a close working relationship with the Business Manager and Executive Director, and shall retain the duties of maintaining meeting minutes, formal correspondence, and of conducting and recording all elections.
3. He/she shall work with the Business Manager and Executive Director to maintain all historical records, files, and the library of the ANPR.
4. He/she shall maintain the compendium of all Board and membership positions, policies, procedures, and other decisions.

### **Section C. Treasurer**

1. He/she is authorized to maintain bank accounts for Association business, to disburse Association Funds (except as constrained by Article XVI in regard to the Investment Account, and to deposit surplus funds

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in Association savings accounts. He/she shall review ANPR bank account statements on a quarterly basis.

2. He/she shall work with the Business Manager to establish audit policies for all Association accounts and assure an annual audit, prepare and maintain all tax records, prepare and maintain an Association budget, and establish and maintain accounting policies for all receipts and expenditures.
3. He/she will be responsible for drafting all contractual agreements for review by Legal Counsel and the President.

#### **Section D. Board Member for Education and Training**

Responsible for coordinating efforts to provide education and developmental opportunities to improve the knowledge and skills of park rangers and others interested in the profession.

#### **Section E. Board Member for Fund Raising Activities**

Responsible for developing fund-raising strategies and for coordinating efforts to obtain financial support from sources external to the organization.

#### **Section F. Board Member for Internal Communications**

Responsible for coordinating the Association's communications function, including Ranger, Situation Reports, e-mail, special mailings, etc.

#### **Section G. Board Member for Membership Services**

Responsible for recruitment and coordinating efforts to build and retain a strong membership base.

#### **Section H. Board Member for Seasonal Perspectives**

Responsible for ensuring that the actions of the Board reflect the concerns of seasonal and field employees. Gathers data and information related to those issues and provides recommendations to the Board.

#### **Section I. Board Member for Government Affairs**

Responsible for coordinating ANPR activities relative to legislative and policy actions. Coordinate the preparation of Congressional testimony and correspondence with the Administration and Congress.

#### **Section J. Board Member for Professional Issues**

Responsible for coordinating the efforts of the association with respect to the major professional occupations with the Service and other professional occupations which are considered critical because of their importance to the well-being of the National Park System.

#### **Section K. Board Member for Strategic Planning**

Responsible for managing implementation of specific items of the Strategic Plan.

#### **Section L. Succession**

In the event the President is unable to serve during those years there is not a President-elect, the Presidential duties will be assumed by the Board Member for Strategic Planning.

## **ARTICLE X - BOARD MEETINGS**

### **Section A. Board Meetings**

1. The Board may conduct business at either a duly called meeting or, alternatively, through a written ballot; or, under unusual circumstances, by telephone ballot or electronic mail or a combination of electronic mail, telephone, and written ballot.
2. The Board meetings shall be held at such times and places as the President may direct. Meetings shall be held at least once annually, in conjunction with the annual Ranger Rendezvous.
3. In order to assure presence of a quorum at all duly-called meetings of the Board, the President shall provide written notice of time, place, and proposed agenda to all Board members, by mail, fax, e-mail, or website posting, no later than 7 days prior to the date of the proposed meeting.
4. A quorum of the Board for any duly called meeting shall be defined as the presence of 60% of the voting members of the Board and a presiding officer. Official business may not be conducted in the absence of a quorum.
5. Board members, once elected, may not further delegate their responsibility of representation to alternates or other members. Board members may infrequently exercise the rights to vote by proxy, subject to the following provisions:
  - a. Proxy votes may not be counted in the determination of a quorum.
  - b. Proxy votes must be tendered, in writing, to the President or presiding officer prior to a Board vote on any issue.
  - c. Only those issues enumerated on the published agenda may be voted by proxy. Open-ended proxy to an individual for floor vote will not be allowed.
6. The Secretary shall cause to be published or made available to the general membership a record of attendance and results of votes cast at duly-called meetings of the Board. Substantive decisions reached by the Board shall also be published or made available to the general membership. This record shall be available within 90 days following a board meeting.

## **ARTICLE XI - BOARD ELECTIONS**

### **Section A.**

All offices and Board members are elected from and by the general membership at large.

### **Section B. Election Procedures**

1. An Election committee shall be established pursuant to Article XII consisting of at least two members appointed by the President, with one member serving as chair.
2. In addition to such other authority as the President may delegate, the duties of the committee shall include the following:
  - a. Establish a process to help ensure that the best interested, qualified, and committed candidates are identified and nominated to serve as members of the Board of Directors, if so elected.
  - b. Receive resumes/applications from interested members.
  - c. Nominate qualified applicants for open positions at the Rendezvous.
3. Nominations for vacant positions on the Board will be received at each annual Ranger Rendezvous, or by mail, fax, or e-mail to the Secretary or any election committee member no later than 7 days following the Rendezvous. Nominations may be made by the election committee or by any active member. The Secretary or a designated representative must receive nominee information within 14 days after Rendezvous. The Secretary or a designated representative will prepare ballots within 20 days following the Rendezvous; the deadline for receipt back to the Chair of the Election Committee is 15 days after ballots were sent to the membership. The ballots will be prepared so as to allow write-in votes from the membership for each position listed. Those elected will take office on January 1, or the date of count, if after January 1, following the Rendezvous of nomination.
  - a. In order to appear on the ballot (and be elected to serve on the Board), a candidate who accepts a nomination must self-certify (using methods including but not limited to verbal affirmation at Rendezvous, email to Board member(s), the Board or the Election committee, or through notification of the ANPR Business Manager) that they once worked as a paid employee or volunteer of the National Park Service.
    - i. If a candidate cannot, does not, or refuses to self-certify that they once worked as a paid employee or volunteer of the NPS, their candidacy is void, and they cannot be elected to the Board.
    - ii. Before, during, or after the election, any member of the Board may, at their discretion, seek to independently confirm board candidates' credentials to ensure they once worked as paid employees or volunteers of the National Park Service.
4. Votes shall be counted by the plurality system as defined in the current edition of Robert's Rules of Order.

## **ARTICLE XII - COMMITTEES**

### **Section A. Designation**

The President may, at his/her discretion, or by direction of the Board, designate the management of any properties of the Association and the performance of any tasks or activities to such committees as he/she sees fit. Committees may be appointed as standing or special committees depending upon the determination of the President.

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Amendments Adopted by Board of Directors



## **ARTICLE XIII - EXECUTIVE DIRECTOR & BUSINESS MANAGER**

### **Section A. Contracting Procedure**

1. The Executive Director and the Business Manager shall be contracted upon a recommendation by the President and approval by a two-thirds vote by the Board. When so contracted each shall automatically be a non-voting ex-officio member of the Board.
2. Terms and agreement of a contract shall be determined by the Board.

### **Section B. Delegation of Supervision**

The supervision of the Executive Director and the Business Manager shall be the responsibility of the President as he/she may deem appropriate and in the best interests of the Association.

### **Section C. Removal**

The Executive Director and the Business Manager may not have their contract terminated, or their funds impounded, or their office abolished, except by a two-thirds majority vote of the Board and in a manner which is in keeping with normal business practices and as determined by Association Personnel Policy.

### **Section D. Duties and Authority**

1. The Business Manager will:

#### **a. Duties**

- i. Keep a complete roll of the membership of the ANPR.
- ii. Maintain all current financial and membership records, and files, of the Association and handle its general correspondence in cooperation with the Secretary.
- iii. Receive all funds due ANPR, maintain bank accounts for the processing of all funds and prepare an annual budget for Board approval as a service to the Treasurer.
- iv. Make, at each Annual Ranger Rendezvous, a full report of his/her activities, and a financial statement to the Board.
- v. Conduct a continuous effort to increase the revenue of ANPR in a manner approved by the Board.
- vi. Promptly deliver all funds, books, and papers to whomever the Board may designate.
- vii. Assist the work groups of ANPR by furnishing them with information, mailing lists, and labels.
- viii. Perform such other duties as may be delegated to or requested of him/her by the President, or the Board.
- ix. Keep all records of all monies owed to the ANPR and of expenditures incurred by the Association and take all appropriate measures to assure prompt collection, payment of, and accounting for Association funds.
- x. Assist the Executive Director, or the appropriate BOD member, in obtaining funding including grant funds to further the development of the Association and its aims in a manner approved by the Board. Assist in preparation of funding proposals to meet the requirements of the grant application and our tax- exempt status.

**b. Authority**

- i. Subject to the policies determined by the Board, the authority of the Business Manager in the discharge of his/her duties includes the power to:
  - a) Establish credit.
  - b) Establish banking facilities; prepare checks for expenditures of funds to cover the Association's indebtedness and deliver them to the Treasurer for his/her counter-signature; with the provision, however, that separate bank accounts may be established pursuant to the direction of the Board to meet day-to-day operation expenses which will not require a countersignature for reimbursement purposes.
  - c) Provide information and other services necessary to perform his/her duties.
  - d) Incur reasonable and proper expense in the performance of his/her duties and the operation of his/her office.

2. The Executive Director will:

**a. Duties**

- i. Ensure that ANPR has a clear vision and direction.
- ii. Design, administer and evaluate a comprehensive program that will achieve stated goals and objectives.
- iii. Contribute to the financial health of ANPR through grants and coordination with the Association's Business Manager.
- iv. Keep the Board of Directors fully informed on the condition of ANPR so that the Board can carry out its governance function.
- v. Serve as spokesperson for ANPR as directed; maintain contacts and working relationships on behalf of the Association, thereby assuring that ANPR and its goals and objectives are properly presented to its various publics.
- vi. Effectively lead the volunteer human resources of ANPR.
- vii. Provide administrative support to, and coordination of, ANPR activities and functions including Board meetings and the annual Ranger Rendezvous.
- viii. Provide for and administer the Association's archival services.

**b. Authority**

- i. Subject to the policies determined by the Board, the authority of the Executive Director in the discharge of his/her duties includes the power to:
  - a) Establish credit
  - b) Establish banking facilities; prepare checks for expenditures of funds to cover the Association's indebtedness and deliver them to the Treasurer for his/her counter-signature; with the provision, however, that separate bank accounts may be established pursuant to the direction of the Board to meet day-to-day operation expenses which will not require a countersignature for reimbursement purposes.
  - c) Provide information and other services necessary to perform his/her duties.

- d) Incur reasonable and proper expense in the performance of his/her duties and the operation of his/her office.

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## **ARTICLE XIV - BUSINESS OFFICE**

### **Section A. Location and Function**

1. The Association shall maintain a permanent business office to handle day-to-day business of the Association. The business office shall be located at the place best suited to the national interests of the Association as determined by the Board.
2. The business office shall function under the direction of the Business Manager.

### **Section B. National Headquarters**

The National Headquarters of the ANPR may be located either at the business office or at a location other than the business address of the Association.

### **Section C. Business Functions**

Persons located at other than the business address may:

1. Maintain membership records.
2. Prepare billings.
3. Maintain and control all correspondence.
4. Maintain financial records and prepare and issue all checks for signature of the Business Manager, the Treasurer, or other designated officer.
5. Assist in arrangements for meetings as required.
6. Act as custodian of the Association seal and render all official Association reports as required by the District of Columbia.
7. Submit all tax reports required under the law and arrange for an annual audit.

## **ARTICLE XV - FINANCIAL**

### **Section A. Operating Funds**

As a non-profit corporation, the Association is authorized to raise operating funds by:

1. Assessing membership dues as set by the Board of Directors. (Life member dues are addressed in Article XVI)
2. Obtaining grants from foundations, private organizations, individuals, or government agencies.
3. Conducting meetings, conferences, and symposia.
4. Offering subscriptions for publications.
5. Conducting training courses.
6. Sales of merchandise.
7. Other methods approved by the Board that do not conflict with the Association's tax-exempt status or with applicable laws and regulations.

### **Section B. Bonds**

Bonds of sufficient value to protect the Association will be given by the President, Treasurer, and/or by the Business Manager when hired. Costs of bonds will be borne by the Association.

### **Section C. Application for Funds**

The President of ANPR or any other member designated by him/her, may make applications to philanthropic organizations, corporations, agencies, and groups of persons for grants or contributions of funds or property for carrying out general or specific purposes of ANPR.

### **Section D. Acceptance of Grants or Contributions**

Any members who may be offered a grant or contribution for this Association shall immediately notify the President, but no grant or contribution shall be finally accepted by the Association except upon the approval of the Board of Directors. The terms of any such grant or contribution shall be set forth in writing and signed both on behalf of the Association and the donor.

### **Section E. Administration of Funds**

Any grants or contributions of funds to ANPR shall be credited to its general fund unless under the terms thereof a special fund is prescribed. The budgeting, receipt, custody, and disbursement of any such grant or contribution shall follow the procedure defined for general funds of the Association unless otherwise provided for in the terms of the grant or contribution and agreed to by the Board of Directors.

## **ARTICLE XVI - INVESTMENT ACCOUNT**

### **Section A. Origin and Purpose of the Investment Account**

1. The Investment Account was established following Rendezvous XXXIX in Santa Fe with an initial investment of \$100,000 in proceeds from the 8th World Ranger Congress.
2. The purpose of the Investment Account is to:
  - a. Ensure long-term financial sustainability for the Association
  - b. To provide, through dividends and interest, reliable income which will be applied toward the expenses of servicing life memberships

### **Section B. Income, Investment Objectives, and Authorized Disbursements**

1. Income
  - a. Beginning with Rendezvous XXXIX, Life Membership dues will be invested in the Investment Account, distinct from the Association's Operating Funds. A reasonable amount, to be determined by the Board of Directors, and estimated to be approximately the cost of servicing a life member for a year, may be deposited in the Operating Funds in the year that the life membership is paid. If the life membership is paid in installments as authorized by the Board, then the amount described in the previous sentence may be deposited in the Operating Funds each year an installment is made, up to three years.
  - b. The Board may, from time to time, establish higher categories of life memberships in order to encourage life members to make additional financial investments in the Association. All funds paid by a life member to raise his/her life membership level shall be invested in the Investment Account.
  - c. Other funds as the Board may authorize may be deposited in the Investment Account.
  - d. The Investment Account can earn interest and dividends.
2. Investment Objectives
  - a. The primary investment objective is long-term preservation and growth of principal.
  - b. The Board may establish procedures to manage the Investment Account consistent with this objective.
  - c. It is acknowledged that the principal of the Investment Account may fluctuate based on market performance and is not to be a basis for terminating the account.
3. Authorized Disbursements
  - a. Any interest and dividends may be withdrawn from the Investment Account within a year of it being earned, for the purpose of servicing life memberships. Any interest or dividends not withdrawn as described here shall be considered additions to principal.
  - b. The principal may not be withdrawn for any other purpose except by Amendment of the BYLAWS as enumerated in Section C.

### **Section C. Amending the BYLAWS for this ARTICLE**

1. This Article can only be amended by a majority vote of the entire membership of the Association. (A majority of those voting shall not be sufficient unless the "AYES" constitute a majority of the membership.)

April 1997 BYLAWS with April 2002, April 2004, June 2004, November 2006, November 2007, and February 2017, February 2019, January 2020, May 2020

Amendments Adopted by Board of Directors

2. Proposed amendments to the BYLAWS for this Article must be provided in writing to the Secretary at least 120 days prior to a vote by the membership. The membership shall be provided notice at least 60 prior to a scheduled vote.
3. As amendments to this Article are a major change in Association policy, the President shall see that positions for and against the proposed amendments are fairly and evenly published in RANGER well in advance of a vote. Additional debate, where both pro and con positions are represented, can be conducted by other means, including, but not limited to, the program at the annual Ranger Rendezvous, the Association website, or electronic newsletters.
4. The vote shall be conducted similar to other Association elections, described in Article XI. Section B, although the election can be any time of year provided the notice and publication of positions described in this Section are complied with.

**ARTICLE XVII - RULES OF ORDER**

**Section A. Parliamentary Procedure**

Robert's Rules of Order, latest edition, shall govern all parliamentary matters.

April 1997 BYLAWS with April 2002, April 2004, June 2004, November 2006, November 2007, and February 2017, February 2019, January 2020, May 2020

Amendments Adopted by Board of Directors



## **ARTICLE XVIII - ANNUAL RANGER RENDEZVOUS**

### **Section A. Date and Location**

1. The annual meeting of this Association shall be known as the Annual Ranger Rendezvous and shall be held on such dates and at a place as shall be determined by a majority vote of those Board members present at the Board meeting.
2. The Annual Ranger Rendezvous shall welcome and be open to all persons interested in the Association of National Park Rangers and its objectives.
3. A registration fee may be established for the Rendezvous by the Board to cover expenses of the Rendezvous or to raise money to carry out the objectives of the Association.

## **ARTICLE XIX - PUBLICATIONS**

### **Section A. Approval**

All publications of the Association shall be approved by the President or his/her designate before publication.

### **Section B. Contract with “RANGER” Editor**

The Board may contract with an individual to act as Editor of “RANGER,” and as website coordinator for the ANPR website. Terms and agreement of a contract will be negotiated by the President with the approval of the Board.

### **Section C. “RANGER”**

***The official journal of the ANPR shall be known as “RANGER: The Journal of the Association of National Park Rangers.”***

April 1997 BYLAWS with April 2002, April 2004, June 2004, November 2006, November 2007, and February 2017, February 2019, January 2020, May 2020

Amendments Adopted by Board of Directors

## **ARTICLE XX - POSITIONS**

### **Section A. Positions**

The position of the ANPR on any issue will be determined by a majority vote of the Board at a duly called board meeting, at a Rendezvous business meeting, or alternatively, through a written ballot; by telephone ballot or electronic mail ballot or a combination of electronic mail, telephone, and written ballot with a minimum of a quorum present and voting. A proposal for ANPR to establish a position may be offered by any member or group of members within the voting membership of the Association.

April 1997 BYLAWS with April 2002, April 2004, June 2004, November 2006, November 2007, and February 2017, February 2019, January 2020, May 2020

Amendments Adopted by Board of Directors

## **ARTICLE XXI - AMENDMENTS**

### **Section A. BYLAWS**

BYLAWS may be amended by a two-thirds majority vote of the Board of Directors present at a duly-called meeting, or by a ballot vote of the Association's voting membership in which at least two-thirds of those casting votes are in favor of the Amendment. [Process to get a ballot: ballot votes come from open business meetings at the Ranger Rendezvous. The President entertains motions from the floor, and a 51% majority vote is needed.]

### **Section B. Policy**

Policy may be amended by a majority vote of Board members at a meeting or by mail or telephone ballot.

### **Section C. Amendments**

The sponsors of any amendment to the BY-LAWS must give written notice of the proposed amendment at least fifteen (15) days prior to the meeting unless there are unusual circumstances and the Board votes to accept the proposed amendment. Provided further, that the voting records are maintained for consideration or for written ballot, or for review by any member.

April 1997 BYLAWS with April 2002, April 2004, June 2004, November 2006, November 2007, and February 2017, February 2019, January 2020, May 2020

Amendments Adopted by Board of Directors

Approved by the members present at:

RR IV, October 1980, Branson, Missouri

\* \* \* \* \*

Revision dated July 1988 incorporates revisions enacted by the Board of Directors at:

RR V, October 1981, Squaw Valley, California; RR VIII, October 1984, Bar Harbor, Maine; RR IX, October 1985, Lake Geneva, Wisconsin; RR X, October 1986, Jackson, Wyoming (Constitution & Bylaws consolidated); RR XI, October 1987, Great Gorge, New Jersey; and by phone vote, July 1988.

\* \* \* \* \*

Revision dated June 1992 incorporates revisions enacted by the Board of Directors and vote of membership subsequent to 7/88.

Changes approved by vote of membership:

RR XII, October 1988, Snowbird, Utah, add to purpose: "3. The membership of ANPR is composed of individuals who are entrusted with and committed to the care, study, explanation and/or protection of those natural, cultural, and recreational resources included in the National Park System and persons who support these efforts."

Membership vote, January 1991, change Article X, Section A, Paragraph 3, from: "In order to assure presence of a quorum at all duly called meetings of the Board, the President shall provide written notice of time, place, and proposed agenda to all Board members, by mail, no later than 14 days prior to the date of the proposed meeting."; to read: "In order to assure presence of a quorum at all duly called meetings of the Board, the President shall provide written notice of time, place, and proposed agenda to all Board members by publication in the journal of the Association, no later than 14 days prior to the date of the proposed meeting."

General membership special ballot, April 1991: Package of amendments to restructure the Board of Directors, essentially adding a third Vice President position, eliminating the existing "East/West" Vice President designations, and defining the positions by functional responsibilities:

- Vice President for Professional Issues (interpretation, law enforcement, resources management, SAR, etc.)
- Vice President for Special Concerns (housing, pay, retirement, professionalization, etc.)
- Vice President for Communications and Representation (communications, regional representatives, recruitment and retention, etc.)

Amendment #1: Amend Article VIII, Board of Directors, Section A, Directors #2 to read: "The Board of Directors shall consist of the President, three Vice Presidents, Secretary/Treasurer, Immediate Past President, and ten Regional Representatives. Ad hoc members may be appointed by the President as approved by the Board."

Amendment #2: Amend Article VIII, Board of Directors, Section A, Directors #3 to read: "The Vice President Professional Issues and the Vice President Communications and Representation shall represent the membership at large." Add #4: "The Vice President, Special Concerns (non-voting) shall be appointed by the President and is subject to confirmation by the Board."

Amendment #3: Amend Article VIII, Board of Directors, Section B, Officers to read: "The officers of the April 1997 BYLAWS with April 2002, April 2004, June 2004, November 2006, November 2007, and February 2017, February 2019, January 2020, May 2020

Amendments Adopted by Board of Directors

Association shall consist of a President, Vice President Professional Issues, Vice President Special Concerns (non- voting), Vice President Communications and Representation, and Secretary/Treasurer. The President shall be the Chief Executive Officer of the Association.”

Amendment #4: Amend Article VIII, Board of Directors, Section C, Numbers to read: “The size of the Board shall be fixed 000as being the same number of NPS Regions (as delineated by the current NPS organization) plus the five officers, and the immediate past President.”

Amendment #5: Amend Article VIII, Board of Directors, Section D, Term of Office #2 to read: “No more than eight of the Board members will be elected each year due to expiration of terms. Regular elections shall be grouped as follows:

“President, Secretary/Treasurer, Vice President Communications and representation, and Alaska, Midwest, North Atlantic, National Capitol, and Rocky Mountain Regional Representatives.

“Vice President Professional Issues, Vice President Special Concerns, and Mid-Atlantic, Pacific Northwest, Southeast, Southwest, and Western Regional Representatives.”

Amendment #6: Amend Article IX, Duties of Officers, Section B, Vice Presidents #3 to read: “Vice President Special Concerns shall be responsible for coordinating special membership concerns for the membership and the President of ANPR, providing information, advice, setting up work groups on issues, and coordinating the efforts of these groups which may be set up on a short-term basis or may be set up on a somewhat permanent basis. Maintains work groups and reports to the President on their progress and assists the President in the identification of issues that will be addressed.

“Vice President Professional Issues shall be responsible for coordinating professional issues and concerns for the membership and the President of ANPR, maintains work groups or individual experts on professional issues and reports to the President on their progress. Assists the President in the identification of issues that will be addressed.

“Vice President Communications and Representation shall be responsible for coordination of the Regional Representatives, provides information to the Regional Representatives and assists the President in the identification of issues that will be addressed.

Amendment #7: Amend Article IX, Duties of Officers, Section B., Vice Presidents #4 to read: “The order of succession of authority to the President will be as follows:

a. During even-numbered years, the Vice President Communications and Representation shall be next in line to

the President followed by the Vice President Professional Issues.

b. During odd-numbered years, the Vice President Professional Issues shall be next in line to the President, followed by the Vice President Communications and Representation.”

Amendment #8: Amend Article XI, Board Elections, Section B, Vice President to read: “Vice Presidents shall be elected from the membership at large and will not be limited to any particular geographic area.”

Rendezvous XV, November 1991, Myrtle Beach, South Carolina: Technical correction to adjust term(s) of board members consistent with the board realignment:

April 1997 BYLAWS with April 2002, April 2004, June 2004, November 2006, November 2007, and February 2017, February 2019, January 2020, May 2020

Amendments Adopted by Board of Directors

Vice President for Special Concerns (non-voting) [appointed by President; confirmed by Board] will serve a term concurrent with the term of President; regular elections shall be grouped to elect the President and Secretary/Treasurer in one year and the Vice President for Professional Issues and Vice President for Communications and Representation, in the alternate year. (Board vote, 11/91).

Revision January 1993 to amend Article VIII, Section D(3) to permit the current President to stand for election to a third term. The amendment self-destructs with the expiration of the term of President that begins January 1, 1993.

Revision January 1995 incorporates those changes voted on by the board during the period following January 1993.

Amend all references of Secretary/Treasurer to Secretary, Treasurer in the BYLAWS to reflect Board Vote (July 1994) to split the responsibilities into two separate positions to become effective with the 1995 elections.

Amendment #9: Amend Article XI - Board Elections, Section C. Establishment of an Election Committee. (Board Vote July, 1994).

Amendment #10: Amend Article IV. Membership Section A. Non-discriminatory clause added (Board Vote October, 1994).

Amendment #11: Amend BYLAWS to reflect organizational changes which eliminate the Vice Presidents and regional representatives and institute eight Board members elected by function. Specific sections include:

Article VIII. Board of Directors Article IX. Duties of Officers Article XI. Board Elections Article XIX. Positions Article XX. Amendments

Reorganization approved by membership vote December 1996.

Amendment #12: Amend Article VI Section a2 to read, "A membership year is 12 months as determined by the board of directors." (Board Vote November 2006)

Amendment #13: Amend Article XI section b3 by removing reference to mail-in ballots, allow a designated representative to fulfill the tasks of the secretary, and provide for write-in ballots. (Board Vote November 2007).

Amendment #14: Insertion of Article XVI Investment Account. Latter article numbers follow n become n+1. (Board Vote February 2017).

Amendment #15: Amend Article IV to clarify voting membership and establish Inactive Life Member category. Minor amendments to Article VIII and Article IX and several other minor "housekeeping" amendments (Board Vote February 2019).

Amendment #16: Board Member for Special Concerns has been renamed Board Member for Government Affairs (Voted on July 2019).

Amendment #17: Amend Article IV to remove the Associate Member designation and add the Inactive Life Member designation and associated changes. (Board Vote January 2020).

Amendment #18: Various amendments related to Membership; eliminate Past-President position; add Succession to BOD duties; add qualifications to run for the BOD; minor changes in elections process. (Board Vote May 2020).

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Amendments Adopted by Board of Directors