

**Kansas Section
Society for Range Management**

**Guidelines for the
President**

Authorization: See Bylaws Article II, Sections 1, 3-8; Article IV, Sections 7-9.

Election and Tenure: See Bylaws: Article II, Sections 4-8; Article III, Sections 2, 6; Article IV, Section 7, 9; Article XI, Section 4.

Responsibilities:

1. Serves as presiding officer at all Section and Board of Directors meetings of the Section.
2. Appoints members to fill vacancies on committees in accordance with Section Bylaws and guidelines.
3. Maintains close contact with the First Vice-President and the Second Vice-President to keep them informed of all Section activities.
4. Appoints members to the offices of Section Secretary, Section Treasurer, Section Newsletter Editor, and Section Historian according to the Bylaws.
5. Delegates and discharges his duties as President of the Kansas Section in a manner that keeps all members of the Section informed of the current activities and actions of the Board of Directors and Section.
7. Serves as one of three representatives of the Kansas Section on the Society Advisory Council.
8. Provides the SRM Executive Vice-President with the names of Section officers and committee Chairmen within 30 days after the Section Annual Meeting.
9. With the Secretary, the President is responsible for the preparation and submission of appropriate State of Kansas and Internal Revenue Service reports to maintain corporate nonprofit status.
10. Serves as chair of the Section Annual Meetings Committee.

Appropriate Bylaws Sections

ARTICLE II. Officers and Directors

SECTION 1. The officers of the Section shall include a President, First Vice-President, and Second Vice-President. The Second Vice-President shall be elected to that office as hereinafter provided and in the first following year shall succeed to the first vice-presidency and in the second following year shall succeed to the presidency.

SECTION 2. The offices of Secretary, and/or Treasurer, and/or Newsletter Editor shall be appointed by the President with the advice and consent of the Board of Directors. Any combination of the offices may be determined by the

President with the advice and consent of the Board of Directors. The Secretary, and/or Treasurer, and/or Newsletter Editor may be dismissed by a two-thirds vote of the entire Board of Directors.

SECTION 3. The Section shall have a Board of Directors consisting of the officers names in Article II, Section 1 and four elected members each of whom shall be a member in good standing of the Society. The Past President and the Secretary of the section shall serve as ex-officio, nonvoting members of the Board of Directors.

SECTION 4. The President, First Vice-President, and Second Vice-President shall serve in succession one year in each position. Each elected director shall serve for a term of two years, with two of the four directorships being filled by election each year. No elected officer or director shall be eligible for re-election to the same office until at least one year has passed after the completion of the elected term. The term of office for the newly elected officers shall begin after their official installation during the annual meeting of the Section next following their election.

SECTION 5. Any member of the Board of Directors who fails to fulfill the responsibility of the office may be removed from the office by a two-thirds majority vote of the entire Board of Directors.

SECTION 6. Any elected officer of the Board of Directors of the Kansas Section can be recalled by a majority vote of those ballots cast in a recall election. Such recall election shall be initiated when petitioned by fifteen (15) percent of the current members of the Section. The recall election shall be held within 60 days of the receipt of the petition by the Section President. Ballots shall be handled in a manner similar to that for any regular election as detailed in these bylaws.

SECTION 7. Vacancies in any unexpired term of the President or First-Vice-President shall be filled in order of automatic succession to the presidency to serve the unexpired term and the term for which they were elected. A vacancy in the office of the Second Vice-President shall be filled by election at the next regular election, thus requiring election of both First and Second Vice-Presidents for the succeeding year. When a member of the Board of Directors is recalled or a vacancy occurs, the vacancy will be filled as when any other vacancy occurs.

SECTION 8. No member of the Board of Directors shall receive a salary or other remuneration for services rendered on the Board of Directors, except that they may be reimbursed for certain direct expenses incurred while carrying out official duties. The policy for such reimbursements shall be established and may be modified as necessary by the Board of Directors.

ARTICLE III. Nomination and Election of the Second Vice-President and the Elective Members of the Board of Directors

SECTION 2. The Nominating Committee shall consist of five (5) most recent past presidents in good standing with the Section. The most recent past president shall serve as the committee chairperson. It shall be the duty of this committee to prepare a list of candidates qualified for the elective office and to receive nominating petitions from the membership at large as provided in Section 3 following. The final list of candidates shall show at least two (2) candidates for each elective office and shall be submitted to the President not later than May 1 for action. The President shall submit the final list to the Board of Directors for approval. Members of the Nominating Committee are not eligible for nomination to any elective office during the year in which they serve on the committee.

SECTION 4. Proposed candidates nominated by petition, as set forth above, shall be included in the list of all prospective candidates being considered by the Nominating Committee, but their names shall appear on the ballot only if they are finally selected by the Nominating Committee in accordance with the committee's procedures and operating guidelines as approved by the Board of Directors.

SECTION 6. An Elections Committee, consisting of three to five members, shall be appointed by the President not later than January 1, and it shall be the duty of such committee to receive and count the ballots returned by the membership. All valid ballots received by the Elections Committee on or before July 30 shall be counted and the results of the voting shall be reported to the President by September 15. All ballots shall be retained by the Secretary for a period of one year. The candidate for each elective office receiving the greatest number of votes shall be declared elected. No current candidates for any elective office shall serve on the Elections Committee.

ARTICLE IV. Management of the Kansas Section

SECTION 7. The President shall have general supervision of the administration of the Section. He shall appoint members of the Section to fill vacancies in standing committees including chairpersonship, and may create and appoint chairpersons and members of ad hoc committees. He shall preside at meetings of the Board of Directors and of the Section.

SECTION 8. The First Vice-President shall, in the event of the absence or incapacity of the President, discharge the duties of that office. Likewise, the Second Vice-President shall discharge the duties of the First Vice-President should they be absent or incapacitated.

SECTION 9. The President and Board of Directors shall make provisions to maintain a historical record of the Kansas Section Activities.

ARTICLE XI. Amendments

SECTION 4. A proposed amendment that receives the required two-thirds affirmative vote shall take effect immediately upon submission of the Election Committee's report to the President. The results of all elections will be published in the next Section newsletter following the elections. These bylaws will become effective as soon as the results of the election are certified to the Section President if approved by two-thirds of the votes cast in the Special election. The present officers and Board of Directors of the Section will remain in office to conduct the affairs of the Kansas Section until the first annual meeting of the Kansas Section under these bylaws.