

BY-LAWS
THE BASS FEDERATION OF RHODE ISLAND

ARTICLE I NAME

The name of this organization shall be:

“THE BASS FEDERATION OF RHODE ISLAND INC.”

ARTICLE II PURPOSE

This organization will function as an affiliate of the. The Bass Federation Inc.

Our purpose will be to:

- Stimulate public awareness of bass fishing as a major sport
- Offer our state conservation department our organized moral support and encouragement
- Promote full adherence to all conservation codes and to demand public and political attention to all crimes
- Improve our skills as bass anglers through a fellowship of friendly exchange of expert bass catching techniques and ideas
- Promote and encourage youth fishing and a love of this great recreation.

ARTICLE III MEMBERSHIP

Membership in this federation shall be through chapter clubs who are affiliated TBF chapters and which have been accepted into the. The Bass Federation of Rhode Island.

- A. The minimum age to participate in The Bass Federation of Rhode Island event shall be 16 years of age. Applicants 16th birthday must be in the calendar year when becoming a member. Exception. (See article IX Tournaments)
1. All participants in The Bass Federation of Rhode Island sponsored events under the age of 18 years shall be required to provide a Parent/Guardian Waiver.
 2. A Parent/ Guardian Waiver will be required for each event a participant under the age of 18 years enters.
- B Membership in this federation is open to individuals who are members of TBF chapter clubs that belong to this federation.
- C Chapters must keep a monthly updated roster and inform the Federation of any roster changes or changes in chapter officers and delegates to the Federation.
- D When in effect, all members must support the STATE BASS MANAGEMENT PROGRAM.
- E In order for any club to become a new TBF chapter and obtain a charter, they must first register with and become members of The Bass Federation of Rhode Island.

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ARTICLE IV MEMBERSHIP DUES

- A. Each new chapter shall be assessed a one time charter fee as established by the governing body. The current charter fee is \$75.00 and is payable upon acceptance into the Federation.
- B. In addition to the charter fee, each chapter member shall pay an annual membership fee to be determined by the budget committee annually.
- C. Annual membership fees are payable at the October meeting and are to be accompanied by a complete chapter roster. Delinquency or non-compliance will be grounds for suspension and the assessment of a \$75.00 reinstatement fee.

ARTICLE V GOVERNING BODY AND ELECTION OF OFFICERS

- A. This Federation shall be governed by a Board of Directors (also referred to as “the Board”) consisting of one delegated director from each chapter that belongs to the Federation. The director will exercise both voice and vote on behalf of its chapter. Each chapter may appoint a co-director in addition to its primary director. The co-director will be recognized as the chapter’s voice and vote, only in the absence of the primary director. In the absence of both, an alternate may sit in place of the delegated director after being recognized by the Board.
- B. The Federation will operate on a one vote per chapter basis, with the exception that any chapter which has 50% of its membership belonging to other chapters will not be allowed to vote.
- C. From the Board of Directors shall be elected the offices of President, Vice-President, Secretary, Treasurer, Youth Director and Conservation Director. Commencing in January following the election, officers shall serve a two year term or until their successors are elected.
- D. Either the primary director or the co-director of a chapter (one and not both) may be eligible for office provided the individual has served in good standing and has attended 6 of the previous 9 monthly meetings prior to the nominations. The individual’s name must have appeared on the official “Sign-In” sheet to qualify.
- E. Nominations for officers shall take place at the October meeting of the election year and formal elections shall be held at the November meeting. Election shall be by simple majority of directors present. In the event of a tie, 2 re-votes will be taken and if a tie still exists, the simple flip of a coin shall determine the winner.
- F. The Federation President may choose to select a member of his chapter to exercise the chapter’s voice and vote. The Federation President would then only vote to break ties.
- G. With approval from the Board of Directors, an AT LARGE provision may be made to allow an elected Federation officer to complete a term of office. This would occur in the event the Federation officer ceases to be his chapter’s delegated director during his elected term. The AT LARGE officer will not be allowed a vote and must continue to meet all other requirements of being a Federation member.

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- H. In the event of an office becoming vacant, a special election will be held to fill the vacant office for the unexpired term remaining. Nominations will be accepted at the meeting in which the vacancy is declared and the special election will be held at the next meeting. Contingency nominations will also be accepted for any holder of an existing office who is nominated to fill the vacant office. Contingency elections will only take place if the existing officer is elected to fill the vacant position.
- I. An eight member "Executive Board" shall be established to consist of the four current officers, the environmental and Youth directors, the immediate past president, and two members "at large" elected from the Board of Directors or co-directors. Only one member from any single club may vote on issues addressed by the Executive Board with the exception of the President, who shall only vote to break ties.
- J. Meetings may be called by any member provided a quorum agrees to attend. A quorum of the Executive Board shall consist of six members, one of whom must be an "at large" member.
- K. The Executive Board shall have authority over the affairs of the Federation between its meetings, shall make recommendations to the Board of Directors, shall perform any duties specified elsewhere in the By-Laws, and shall act as directed by the Board of Directors. No action by the Executive Board shall conflict with action taken by the Directors as a whole.
- L. Any officer or board member may be removed from office for failure to perform the duties require, or for conduct deemed to be against the best interest of the Federation. In order for removal proceeding to be considered, a Board member or officer at a Board of Directors meeting must submit a formal written complaint. Upon receiving the complaint, the Board will be required to accept or reject the complaint. If the complaint is accepted by majority vote, The Board may decide upon one of the following actions.
 - 1. Issue a warning with a compliance date for correction.
 - 2. Schedule a hearing for further consideration.
 - 3. Agree the matter is serious and substantiated and vote to consider removal. A majority vote is required for removal

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ARTICLE VI DUTIES OF OFFICERS

PRESIDENT

- Shall preside at all Federation meetings.
- Shall have the authority to call special meetings, appoint all committees, create and appoint special committees and is the Ex-officio of all committees.
- His signature may be required, along with the treasurer, on checks made payable from the general fund.

VICE PRESIDENT

- Shall assist the President in the performance of duties and preside in the absence of the President.
- His signature may be required, along with the treasurer, on checks made payable from the general fund.
- Is The Federation Tournament Director and Chairman of the Tournament Committee

SECRETARY

- Shall maintain all records of all Federation meetings
- Issue all notices.
- Conduct all correspondence.
- Shall maintain an updated roster of the current membership.

TREASURER

- Shall receive all monies collected on behalf of the Federation and pay all debts.
- Shall maintain a current accurate budget report and provide a copy to each director at each monthly meeting.
- Shall provide an accurate and detailed income and expense report for distribution at the open annual meeting.
- Shall have records audited annually.
- Shall co-sign all checks issued from the general fund.

ARTICLE VII COMMITTEES AND THEIR DUTIES

- A. All committees shall be appointed by the President and are accountable to the Board of Directors. Standing committees will serve for the same term as the President.
- B. A special committee may be appointed to carry out a special assignment. It will serve until completion of the assignment or until the President's term expires, whichever comes first.
- C. Committee chairmen shall be selected by the President. Any member selected to chair a committee who is not a member of the Board of Directors must be approved by the Board.

STANDING COMMITTEES

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Budget Committee

- **Purpose:** To prepare and submit to the Board of Directors an annual budget for the use of and expenditure of all Federation funds. Committee shall be responsible to prepare an annual report of all income and expenditures for presentation to the general membership at each annual open meeting. Committee shall also have the responsibility to recommend the annual dues as part of their budget proposal. Budget shall be based upon income expected into the general fund and shall be appropriated for general operating expenses only.
- **Members:** Shall consist of three members, one of which shall be the Federation Treasurer who shall serve as chairman and two members who are chapter directors.
- **Meetings:** Will be called by the chairman. The proposed annual budget is to be submitted to the Board in September. The final budget is to be submitted for approval in November. A detailed income and expense report is due at the annual open meeting.

By-Law Committee

- **Purpose:** Committee shall review the Federation By-Laws and recommend revisions and/or additions to the Board of Directors for incorporation into the By-Law document.
- **Members:** Shall consist of four members, two of which shall be chapter directors and two who shall be selected from the general membership.
- **Meetings:** Will be called by the chairman. Recommendation for revision or addition may be submitted at the January meeting.

Environmental Committee

- **Purpose:** Committee shall monitor all areas of government which may impact our state's water and environment. Shall develop a close working relationship with those sectors that have the potential to directly affect the waters of our state. Shall promote the development and continuance of a bass management program.
- **Members:** Shall consist of the conservation director from each chapter. And is chaired by the Federation conservation director
- **Meetings:** Will be called by the chairman. Updated reports are to be provided monthly to the Board of Directors.

Function Committee

- **Purpose:** Committee shall be responsible for planning all functions relating to annual meetings, banquets and any other function mandated by the Board of Directors. Committee shall be responsible for ordering trophies and/or team awards, scheduling speakers, arranging banquet facilities and arranging accommodations.
- **Members:** Shall consist of five members, two of which shall be chapter directors and three of which shall be selected from general membership.
- **Meetings:** Will be called by the chairman. A schedule of proposed functions shall be submitted in February with updates and progress reports submitted to the Board monthly.

State Team Fund Raising Committee

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- **Purpose:** Committee shall be responsible for recommending to the Board any fund raising activities deemed necessary to raise the funds needed for the State Team to compete in TBF and TBFRI events. After approval by the Board, the Committee shall be responsible for conducting the approved activities and may request the assistance of the Board when necessary. The funds raised shall be for the exclusive use of the State Team and the Team will be required to provide an accounting of the funds to the Board.
- **Members:** Shall consist of the Official State Team for the current year, one member being selected by the President as chairman in accordance with *Article VII, Section C* above. Any committee member who does not significantly participate in the activities approved by the Board and does not otherwise contribute to the goals of the Committee may, upon a majority vote of the Committee, be recommended to be ineligible to receive any funds for the purpose of expenses as a member of the State Team. Final decision of such recommendation of ineligibility shall be by majority vote of the Board of Directors.
- **Meetings:** Will be called by the chairman. The Committee will be required to submit proposed fund raising activities and goals to the Board in February and provide updates monthly thereafter.

Public Relations Committee

- **Purpose:** Committee shall have the responsibility of enhancing the public image of the Federation; submitting articles to local and national publications and National TBF.; creating and distributing to the general membership a newsletter on a time schedule mandated by the Board for the purpose of updating and informing all members on Federation activities.
- **Members:** Shall consist of four members, one of which shall be the Federation secretary who shall serve as chairman, one additional member shall be a chapter director, and two members shall be selected from the general membership.
- **Meetings:** Will be called by the chairman as needed to produce the newsletter and submit monthly reports to the Board.

Tournament Committee

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- **Purpose:** Committee shall have the responsibility of recommending a tournament schedule to the Board of Directors. This schedule shall include dates, launch sites, times, entry fees and rules. The Committee shall be responsible for conducting all tournament events on the approved schedule and enforcement of the rules. Committee shall provide or arrange for all assistance needed to conduct its tournaments from registration to weigh-in and report the results and standings of each event to the Federation secretary.
- **Members:** Shall consist of as many as deemed necessary by the tournament director, and shall be selected by the Tournament director with the approval of the Board.
- **Meetings:** Will be called by the chairman. The tournament schedule is to be submitted in October and updated reports provided monthly to the Board of Directors.

Youth Committee

- **Purpose:** Committee shall recommend to the Board creation and/or participation in activities and events which will “promote and encourage youth fishing” and serve to enhance the Federation’s goals and public image. Committee shall, with the Board’s assistance, organize and conduct any such approved activities.
- **Members:** Shall consist of youth director from each chapter and will be chaired by the TBFRI youth director.
- **Meetings:** Will be called by the chairman. The Committee will be required to submit proposed activities and goals to the Board in February and provide monthly updates thereafter.

ARTICLE VIII MEETINGS

- A. Board of Director Meetings will be held monthly, with the New Year starting January. The July meeting will remain optional at the President’s discretion.
- B. Special March and October meeting will be open to all Federation members with the October meeting being the annual open meeting.
- C. All meetings shall run in accordance with “Robert’s Rules of Order”.

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ARTICLE IX TOURNAMENTS

- A. To fish in the State Team Qualifier, both the chapter and participating individual must first have been a member of The Bass Federation of Rhode Island for three months and be in good standing. Additionally, the participating individual must have been a member of the chapter he is representing for three months and must be sixteen years of age at the time of the state team qualifier. Chapters are to submit their list of participants at least one month prior to the event.
- B. To fish the State Team Qualifier, An individual can not have competed as a professional in BASS or FLW within the Last two years and is left at the discretion of the board.
- C. Tournament rules shall be proposed by the tournament committee and voted on by the Board at a regular Board meeting. Enforcement of the rules shall be the responsibility of the tournament director with the assistance of a of the tournament committee members present if necessary, as provided for below.
- D. All protests involving tournaments must be made the day of the infraction by the close of the scales each day to the tournament director or other tournament official. The tournament director and members of the committee there present, and a Federation officer if involved, will convene to determine the validity of the protest and allow the litigants to state their cases upon which the committee will immediately rule.
- E. Rulings of the tournament director are final in all matters and are beyond appeal.
- F. Tournament fees for the State Team Qualifier shall be determined by the tournament committee.
- G. No chapter may conduct an Open Tournament on any day scheduled for a Federation sponsored event.
- H. Chapters shall voluntary submit to the Federation secretary, prior to the February meeting, the dates of their club tournaments and any proposed Open Tournaments. Chapters should strive to schedule non-conflicting dates with other chapters.
- I. If the State Team seeks and receives approval from the Board to conduct an Open Tournament as a fund raiser, the tournament will qualify as a Federation sponsored event.
- J. Any individual who joins the Bass Federation of Rhode Island. And who is currently a member of any other state Federation shall be ineligible for the next available round of Divisional Qualifying competition.
- K. No Rhode Island Federation member other than registered participants or officials may be on Federation tournament waters the day of a scheduled Federation event
A member may have a guest or rider aboard his /her boat during the official practice period providing all tournament rules are followed. Guest not following tournament rules could result in the members DQ.

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ARTICLE X FINANCIAL RESPONSIBILITY

- A. The Bass Federation of Rhode Island shall not be responsible for any debts that are incurred by the State Team members.
- B. The Board of Directors shall approve an annual budget which shall be monitored by the Treasurer who shall also be custodian of the Federation general fund checking account and is authorized to issue payment for budgetary items under the check issuing policy stated below. The President may approve unbudgeted expenditures up to a limit of \$200.00. All other unbudgeted expenditures must be approved by the board.
- C. If money owed this Federation are delinquent, and a request for payment has been made the chapter and/or individual may be suspended by the Board until payment is made at any regular Federation meeting.
- D. Check issuing policy:
 - All checks issued from the Federation general fund must bear two signatures.
 - Authorized check signers are the Treasurer, President.
 - All requests for reimbursement for authorized expenditures must be accompanied by a receipt.
 - Advanced payment of authorized expenditures may be issued upon presentation of an estimate, quote or Performa sheet from the expected place of purchase.
 - In special circumstances, the President may approve a hand written request for reimbursements and advanced payments.

ARTICLE XI TERMINATIONS AND SUSPENSIONS

- A. The Board of Directors shall have the right to suspend any chapter or any individual for a period of not more than one year upon majority vote of the Board.
- B. No chapter or individual shall be suspended on the first occurrence of any violation. A written warning shall be issued by the Secretary of any violation of the By-Laws to both the chapter and any individual involved. Failure to correct such violation may lead to suspension.
- C. Before a vote to suspend may occur, all accused violators will be allowed to defend the charges at a hearing before the Board. The hearings will be scheduled as part of a regular monthly meeting of the Board and a summons to appear will be issued to the suspected violator(s) and his chapter director one month prior to the hearing. Vote shall take place regardless of the attendance of the parties summoned.
- D. Once a chapter or individual have been suspended they can be reinstated by a majority vote of the board and will be assessed \$75.00 reinstatement fee.

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ARTICLE XII CAUSES FOR TERMINATIONS AND SUSPENSIONS

- A. Failure to pay sums due the Federation for dues, insurance, assessments or any monetary sums as mandated by the Board.
- B. Failure to support Federation functions by providing assistance and help at any time at any and all Federation sponsored events.
- C. Failure to have a representative in attendance at eighty percent of Federation meetings during the calendar year.
- D. Failure to have a yearly youth and or conservation event.
- E. Violation of any of the Articles set forth.
- F. Suspension of any chapter from any other Federation shall be honored by this Federation.
- G. Unsportsmanlike conduct or any action that reflects unfavorably upon, The Bass Federation of Rhode Island Inc, its Officers or Its Members.

ARTICLE XIII REPEALS AND AMENDMENTS

- A. Any additions or deletions to these By-Laws must be approved by the member chapters of this Federation.
- B. Additions or deletions to the By-Laws may be recommended to the Board by the By-Law Committee once per year at the January meeting. No vote to add or delete may be taken at the meeting in which the addition or deletion is first recommended.
- C. Chapter directors are to bring all recommended additions or deletions back to each chapter for consideration.
- D. Votes to add, repeal or amend may occur at the next regular meeting after their introduction. Directors are required to then vote according to the will of their chapters.

Amended 2/24/2010