



**The Wildlife Society's
CHARTER OF THE WILDLIFE AND
HABITAT RESTORATION WORKING
GROUP OF THE WILDLIFE SOCIETY,
INC.**

**Approved by The Wildlife Society, March 21,
1998**

(Revised March 4, 2008)

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ARTICLE I. NAME, SCOPE, AND AFFILIATION

Section 1. NAME - The name of this organization shall be the Wildlife and Habitat Restoration Working Group of The Wildlife Society, hereinafter referred to as the Working Group.

Section 2. SCOPE - The Working Group shall have as its scope of organization the study and transfer of information relative to experiences, techniques, and information relative to restoring wildlife populations and degraded habitats.

Section 3. AFFILIATION - The Working Group shall conform to Bylaws, Code of Ethics, goals, objectives, policies and positions adopted by The Wildlife Society, Inc., hereinafter referred to as the Society.

ARTICLE II. GOALS AND OBJECTIVES

Section 1. GOALS - Consistent with the goals of the Society, the Working Group's goals are:

1. Facilitate communication and the exchange of information among members of the Society interested in restoring wildlife populations and degraded habitats.
2. Enhance knowledge and technical capabilities of wildlife professionals in the area of restoration.

3. Increase public awareness and appreciation of the technical capabilities of restoring wildlife populations and degraded habitats.
4. Develop ecosystem management principles that are achievable and enable community-wide recovery.
5. Identify effective monitoring and evaluation programs to determine successes and failures of restoration techniques.

Section 2. OBJECTIVES - To aid in the achievement of these goals, the Working Group proposes to:

1. Provide regular communication among members of the Society experienced in restoration through meetings, symposia, workshops, newsletters, specialty publications, and other means.
2. Promote membership in the Society to wildlife professionals interested in restoration.
3. Make recommendations to The Wildlife Society Council for specific actions by the Society in the area of restoration techniques.
4. Develop draft technical reviews, position statements, and other materials in the area of restoration for consideration by The Wildlife Society Council.
5. Provide information and technical assistance to Society members in the area of restoration.
6. Provide information and technical assistance to journalists, government officials, other organizations, and the general public in the area of restoration.

ARTICLE III. MEMBERSHIP

Section 1. MEMBER - Membership in the Working Group shall be available to any member of the Society with an interest in restoring wildlife populations and their habitats. Working Group membership shall be available only to members of the Society.

Section 2. CHARTER MEMBER - Members in good standing on the membership rolls as of December 31, 1997 shall be considered charter members.

Section 3. DUES - Annual dues shall be payable by each Working Group member to the Society headquarters no later than January 1. Annual dues shall not be less than \$5.00 per year and may be increased by majority (51%) vote of the Working Group members. Members who have not paid their Society dues shall lose their membership in the Working Group. The Society shall retain a minimum of \$1.00 of the dues of each Working Group member to partially defray expenses associated with collecting dues, maintaining membership lists, providing mailing labels, and other administrative assistance. The remaining portion of each Working Group member's dues shall be distributed to the Working Group.

ARTICLE IV. ELECTIONS, OFFICERS, AND EXECUTIVE BOARD

Section 1. NOMINATIONS - The Nominating and Elections Committee Chairperson shall nominate a slate of at least one, but preferably two, candidates for each of the

elective positions, namely: Chair-Elect, Secretary-Treasurer, and at minimum three Board Members, from the Working Group membership. When no duly elected Chair-Elect exists to assume the position of Chair, two candidates for Chair also shall be nominated.

Clause A. Nominees must consent to becoming a candidate and must be members in good standing.

Clause B. The slate of nominees shall be submitted to the membership at least 15 days prior to the election.

Clause C. Additional nominees may be added to the slate prepared by the Nominating and Elections Committee Chairperson upon the signed support of six or more members, provided that Clause A is followed.

Clause D. A member shall not be a nominee for more than one elective position at a time and may serve in only one position at a time.

Clause E. For elective positions other than the successional positions of Chair-Elect, Chair, and Past Chair, a member may be elected for up to two consecutive terms in the same elective position.

Section 2. BALLOTING - Balloting shall occur by mail or email prior to the Annual Business Meeting. Written ballots shall be received from the members and counted by the Nominating and Elections Committee Chairperson. For ballot counting purposes, the Working Group Chair shall appoint a replacement Nominating and Elections Committee Chairperson if they have been nominated for an elective position.

Clause A. Members in arrears shall forfeit their rights to vote during the period of their delinquency.

Clause B. A signed absentee ballot may be submitted to the Nominating and Elections Committee Chairperson by a member prior to the scheduled time for counting ballots.

Clause C. The candidate receiving the largest number of votes on the written ballot shall be declared elected.

Section 3. OFFICERS - Officers of the Working Group shall consist of a Chair, Chair-Elect, Secretary-Treasurer, and immediate Past Chair. Their duties are:

Clause A. CHAIR - The Chair shall have general supervisory responsibility for the Executive Board; shall preside at all meetings of the Executive Board and membership; shall appoint, with the advice of the Executive Board, chairs of all standing and special committees; and shall be an ex officio member of all committees, except the Nominating and Elections Committee. The Chair may represent the Working Group or appoint alternate representatives to other Working Group, Chapter, Section, or Society Boards, committees, or meetings, including The Wildlife Society Council. The Chair shall be

responsible for submitting an annual report of the Working Group's activity to the Society. Upon completion of a full one year term as Chair, the Chair succeeds to the position of immediate Past Chair.

Clause B. CHAIR-ELECT - The Chair-Elect shall assume the duties of the Chair in the absence of the Chair or upon the inability of the Chair to serve, and shall perform any duties assigned by the Chair. In the event the Chair-Elect cannot serve in the Chair's absence, the Executive Board shall appoint a Chair, pro-tempore. The Chair-Elect shall also serve as the Chair of the Annual Meeting Technical Session Committee held concurrently with the Society's Annual Meeting. Upon completion of a full one year term as Chair-Elect, the Chair-Elect succeeds to the position of Chair.

Clause C. PAST CHAIR - The immediate Past Chair shall lead the Resolutions, Position Statement, and Technical Reviews Committee (Article VII, Section 2, Clause F). The Past Chair also performs any duties assigned by the Chair.

Clause D. SECRETARY-TREASURER - The Secretary-Treasurer shall be responsible for the files, records, and funds of the working group. Duties include recording and issuing the minutes of all meetings; maintaining the Working Group's files and records (Article VI, Section 4); receipt and disbursement of funds; preparing and submitting an annual fiscal-year financial report (Article VI, Section 2, Clause D) to the Executive Board, members, and Society; and preparing an annual budget for approval by the Executive Board. The outgoing Secretary-Treasurer is responsible for submitting a Tax Report Form to the incoming Secretary-Treasurer prior to leaving office to account for all incomes and expenses for the year of service of the outgoing Secretary-Treasurer. This form is to be mailed to the Society in the following spring or summer at the request of the Society.

Section 4. BOARD MEMBERS - Board Members shall represent the views of the membership from their TWS Section to the Executive Board and shall serve as liaison from the Executive Board to their TWS Section. They shall provide the editor of the Working Group newsletter with news and items of interest from their TWS Section and shall help to recruit new members from their TWS Section. Board Members shall perform any other duties assigned by the Chair. For the purposes of Executive Board decision making, at least three of the eight representative Board Member positions are required to be filled. The eight TWS Sections are as follows:

NORTHEAST SECTION – Connecticut, Delaware, Maine, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, West Virginia

SOUTHEASTERN SECTION – Alabama, Arkansas, District of Columbia, Florida, Georgia, Kentucky, Louisiana, Maryland, Mississippi, North Carolina, Puerto Rico, Oklahoma, South Carolina, Tennessee, Virginia, Virgin Islands

NORTH CENTRAL SECTION – Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, Ohio, Wisconsin

CENTRAL MOUNTAINS & PLAINS SECTION – Colorado, Kansas, Nebraska, North Dakota, South Dakota, Utah, Wyoming

SOUTHWEST SECTION – Arizona, Costa Rica, Mexico, New Mexico, Texas

NORTHWEST SECTION – Alaska, Idaho, Montana, Oregon, Washington

WESTERN SECTION – California, Guam, Hawaii, Nevada

CANADIAN SECTION – Alberta, British Columbia, Manitoba, New Brunswick, Newfoundland and Labrador, Northwest Territories, Nova Scotia, Nunavut, Ontario, Prince Edward Island, Quebec, Saskatchewan, Yukon Territory

Section 5. EXECUTIVE BOARD - The Executive Board shall act as the governing body for the Working Group and shall be made up of the above named officers and Board Members.

Section 6. TERM OF OFFICE - The officer position of Secretary-Treasurer and any representative Board Members serve for two years, are inducted at the Annual Business Meeting, assume office immediately following the Annual Business Meeting (excluding the Secretary-Treasurer), and, unless reelected, terminate their duties at such time as their successors are elected and installed. The Secretary-Treasurer does not assume duties until 1 January of the upcoming year and terminates duties on 31 December of the second year. The officer position for Chair-Elect shall serve one year in each successional office: Chair-Elect, Chair, and Past Chair. This officer is inducted at the Annual Business Meeting, assumes office of Chair-Elect immediately following the Annual Business Meeting, and terminates his/her duties following the term as Past-Chair at such time as his/her successor is elected and installed.

Section 7. VACANCIES - If the office of the Chair is vacated for any reason, the Chair-Elect shall assume the duties of Chair for the balance of the unexpired term of the Chair. All other vacancies in any unexpired term of an elective office shall be filled through appointment by the Executive Board, although an appointed Chair-Elect shall serve only until the next scheduled Working Group election when the membership shall elect the next Chair. All appointees shall conform to the criteria for nominees found in Article IV, Section 1, Clause A, D, and E.

ARTICLE V. MEETINGS

Section 1. MEMBERSHIP MEETINGS - Membership meetings shall be held at such times and places as determined and published by the Executive Board.

CLAUSE A. ANNUAL BUSINESS MEETING - The membership meeting held in conjunction with the Society's Annual Meeting shall be known as the Annual Business Meeting of the Working Group and shall be for the purposes of inducting officers, receiving reports of officers and committees, and for any other business that may arise.

CLAUSE B. DUE NOTICE - Members must be notified at least 30 days prior to meetings.

CLAUSE C. QUORUM - Quorum for meetings shall be 25% of the membership or 25 members in good standing, whichever is less.

CLAUSE D. MEETING RULES - Order of business and parliamentary procedures at meetings shall follow Robert's Rules of Order, latest revision.

CLAUSE E. CHARTER - The Working Group charter shall be available for inspection during every meeting.

Section 2. EXECUTIVE BOARD MEETINGS - Executive Board meetings shall be held at such times and places as determined and published by the Executive Board.

CLAUSE A. FREQUENCY - The Executive Board shall meet at least once a year, generally in conjunction with the Annual Business Meeting of the Working Group, and as many additional times as necessary to conduct the business of the Working Group.

CLAUSE B. DUE NOTICE - Members of the Executive Board must be notified at least 30 days prior to meetings.

CLAUSE C. QUORUM - Quorum for meetings of the Executive Board shall be 3 members of the Executive Board.

CLAUSE D. MEETING RULES - Order of business and parliamentary procedures at meetings shall follow Robert's Rules of Order, latest revision.

CLAUSE E. CHARTER - The Working Group charter shall be available for inspection during all Executive Board meetings.

CLAUSE F. ATTENDANCE - Members are encouraged to attend Executive Board meetings, but they may not vote at such meetings.

ARTICLE VI. MANAGEMENT AND FINANCES

Section 1. EXECUTIVE BOARD - The Executive Board (Article IV, Section 5) shall govern the Working Group. The Executive Board shall conduct its affairs in conformance with the provisions of this charter, and the Bylaws of the Society. The Board is authorized to act for the Working Group between membership meetings and shall report its interim actions to the members at each succeeding membership meeting or through

other communications. Any action of the Executive Board may be overridden by a two-thirds vote of the members attending a membership meeting.

Section 2. FINANCES - Funds of the Working Group shall be under the supervision of the Executive Board and shall be handled by the Secretary-Treasurer. The financial records of the Working Group shall be periodically examined by the Audit Committee (Article VII, Section 2, Clause E).

CLAUSE A. LIABILITY - The Secretary-Treasurer need not be bonded.

CLAUSE B. SOURCE OF FUNDS - Funds shall be derived from dues, meeting fees, special activities, contributions, and other sources.

CLAUSE C. HANDLING OF FUNDS - Funds shall be placed in a federally-insured bank or savings and loan association, or other money management institution/instrument approved by the Executive Board.

CLAUSE D. FISCAL YEAR - The Working Group operating and fiscal year shall begin January 1 and end December 31.

Section 3. REPORTS - Within 21 days of an election or other official action of the Working Group, the Secretary-Treasurer shall report such action to the Society's headquarters. The following annual reports also shall be submitted to the Society: Activity (Article IV, Section 3, Clause A), and Calendar-Year Financial (Article IV, Section 3, Clause D).

Section 4. FILES - The Working Group shall maintain files containing: Bylaws of The Wildlife Society, Charter of the Wildlife and Habitat Restoration Working Group, minutes of all membership and Executive Board meetings, financial statements and records, correspondences pertinent to Working Group affairs, all committee reports, list of charter members, and all other material designated as pertinent by the Executive Board.

ARTICLE VII. COMMITTEES

Section 1. APPOINTMENTS - The Working Group Chair shall appoint chairs for all standing and special committees. Committee chairs shall complete their committees with the assistance of the Working Group Chair.

Section 2. STANDING COMMITTEES - The following standing committees may be appointed by the Chair and shall have the following duties:

CLAUSE A. NOMINATING AND ELECTIONS - See Article IV, Section 1.

CLAUSE B. MEMBERSHIP - This committee shall work to promote membership in the Working Group to all members of the Society and other wildlife professionals

interested in habitat restoration.

CLAUSE C. ANNUAL BUSINESS MEETING TECHNICAL SESSION - When desired by the Executive Board, this committee shall be appointed to develop and submit a proposal to the Society's Annual Meeting Program Committee for a technical session, workshop or other activity in the area of wildlife and habitat restoration for the Society's Annual Meeting.

CLAUSE D. COMMUNICATIONS - This committee shall facilitate communication among the Working Group's membership through a newsletter, meeting announcements, computer billboards, electronic mail, and other means. This committee also may provide information to journalists, government officials, other organizations, and the general public in the area of wildlife and habitat restoration, in general, and the Working Group's activities, in particular.

CLAUSE E. AUDIT - This committee shall review the financial records and support documents maintained by the Treasurer at least annually to ensure that the Working Group's funds are being managed in a fiscally responsible manner and to make recommendations for procedural changes to the Executive Board, where appropriate.

CLAUSE F. RESOLUTIONS, POSITION STATEMENTS, and TECHNICAL REVIEWS - This committee shall prepare resolutions, position statements, and technical reviews according to Article VIII.

Section 3. SPECIAL COMMITTEES - The Working Group Chair shall appoint any special committees necessary to accomplish the Working Group's goals and objectives.

Section 4. REPORTS - All committee chairs shall submit a written summary of committee activities to the Working Group Chair and Secretary-Treasurer before the close of each annual meeting of the Working Group.

Section 5. ACCOUNTABILITY - All committees shall be accountable to the Executive Board and under general supervision of the Working Group Chair.

Section 6. TENURE - All committees shall serve until new committees are appointed in their stead or until the duties assigned to the committee have been discharged by the Chair.

ARTICLE VIII. TECHNICAL REVIEWS, POSITION STATEMENTS, AND RESOLUTIONS

Section 1. GUIDELINES - At the request of The Wildlife Society Council, the Working Group may develop draft technical reviews and draft position statements on issues within the area of restoration for approval by The Wildlife Society Council as the official position of the Society. After consultation with the Society, the Working Group also may initiate draft technical reviews and draft position statements on issues within the area of

restoration for approval by The Wildlife Society Council as the official position of the Society. The Wildlife Society Council must approve all position statements developed by Working Groups prior to their final adoption by the Working Group. The Working Group may develop resolutions on issues within the area of wildlife and habitat restoration for issuance as the official policy of the Working Group when: 1) the content of the resolution falls within established policy of the Society, or 2) in the absence of existing policy by the Society. The Working Group shall consult with the Society before issuing resolutions to ensure they are not in conflict with Society policy. A copy of all Working Group resolutions shall be sent to the Society within 21 days of approval by the Working Group. All draft technical reviews, draft position statements, and resolutions shall follow the Society's "Guidelines for Wildlife Policy Activities".

Section 2. PROCEDURES - Proposed technical reviews, position statements, and resolutions may be drafted by a special committee or individual member for consideration by the Executive Board. If approved by the Board, the statement is then submitted to the membership for a vote. Approval by a majority of the membership voting is required before the statement can be forwarded to The Wildlife Society Council for approval or issued as a Working Group resolution.

ARTICLE IX. DISSOLUTION

Section 1. STANDARDS TO CONTINUE - The Working Group must continue to demonstrate its viability to The Wildlife Society's Council by meeting the following requirements: 1) filing the required annual reports (Article VI, Section 3), 2) maintaining at least 50 members, and 3) fulfilling the purposes of this charter.

Section 2. DISSOLUTION - The Wildlife Society Council may dissolve the Working Group if it finds the Working Group is unable to meet the standards established in Section 1 of this Article. Upon dissolution of the Working Group, its Executive Board shall transfer all assets, accrued income, and other properties to the Society. Said assets shall be held by the Society for five years from the date of dissolution for possible redistribution to another Working Group that may form to replace it. If another Working Group on restoration is not established within the five-year period, the Society may use or distribute all assets, accrued income, and other properties in any manner consistent with Society bylaws.

ARTICLE X. AMENDMENT TO CHARTER

Section 1. PROCEDURE - This charter may be altered or amended by a majority of the Working Group members voting by mail ballot, email ballot, or at any membership meeting provided due notice of the proposed changes (Article V, Section 1, Clause B) has been provided. A member who will be absent from the meeting may file an absentee ballot (Article IV, Section 2, Clause B).

Section 2. CONFORMANCE - No amendment to this charter shall be enacted that results in a conflict with the Society Bylaws. Amendments to this charter that are

approved by the Working Group's membership, as described in Section 1 of this Article, do not become effective until approved by the Society.
