

PRAC Bylaws

As amended at the General Membership Meeting, March 2023

Article 1 – Name

Section 1. The name of this association shall be the Park Rangers Association of California.

Section 2, The principal office of the association shall be in Stewart Point California. The association may have such other offices as may from time to time be designated by the Board of Directors.

Article II - Purpose and Objectives

The purpose of this association shall be to promote the best interests of uniformed park personnel; to establish statewide professional communication for rangers and park agencies; to educate governmental agencies and public as to the role of the park ranger.

Article III - Membership

Section 1. Voting Membership

- a. Regular Membership - includes permanent, part-time, seasonal, retired, or managerial positions with current or past uniformed park employment experience or service.
- b. Honorary Membership - includes any individual formally recognized for distinguished service devoted to the objectives of the association. An honorary member may be any person who is nominated by a member of any membership class and approved by a unanimous vote by the Board of Directors. Honorary members shall receive lifetime benefits of regular voting membership, including registration discounts to the annual conference, training events, and all publications.
- c. Lifetime Membership- includes permanent, part-time, seasonal, retired, or managerial positions with current or past uniformed park employment experience or service.

Section 2. Non-Voting Membership

- a. Agency - includes park agencies, which employ uniformed park personnel, and agencies supporting the park ranger profession.
- b. Student - includes full-time students interested in positions in parks as uniformed personnel.
- c. Associate - includes anyone interested in the ranger profession, but who has not had uniformed experience.

d.Supporting - includes any individual or group that wishes to contribute financially to the advancement of the ranger profession; a supporting member may be a voting member if the individual meets the qualifications of regular membership.

Section 3. Duration of Membership and Resignation Membership in this association may terminate by voluntary withdrawal as herein provided or otherwise in pursuance of these bylaws. All rights, privileges, and interests of a member in or to the association shall cease on the termination of membership. Any member may, by giving written notice of such intention, withdraw from membership. Such notice shall be presented to the Board of Directors at the next succeeding meeting of the Board of Directors. Withdrawals shall be effective upon fulfillment of all obligations to the date of withdrawal.

Section 4. Suspension and Expulsion

Any member may be suspended or terminated for cause. Sufficient cause for such suspension or termination of membership shall be violation of the bylaws or any lawful rule or practice duly adopted by the association, are any other conduct prejudicial to the interest of the association. Suspension or expulsion shall be by two thirds vote of the entire membership of the Board of Directors provided that a statement of the charges shall have been sent by certified or registered mail to the last recorded address of the member at least (20) days before final action is taken thereon. This statement shall be accompanied by a notice of the time and place of the meeting of the Board of Directors at which the charges shall be considered, and the member shall have the opportunity to appear in person and/or to be represented by counsel to present any defense to such charges before action is taken thereon.

Article IV - Dues

Section 1. The following dues schedule is established:

Regular (Active) Membership, voting-1-year regular membership \$50
Regular (Active) Membership, voting-3-year regular membership \$110
Regular (Active) Membership, voting-5-year regular membership \$175
Regular (Active) Lifetime Membership, voting \$500
Retired Membership, voting \$35
Associate Membership, non-voting \$35
Student Membership, non-voting \$20
Agency Membership, non-voting-up to 24 employees 6 mailings per year \$100
Agency Membership, non-voting-25 or more employees 6 mailings per year \$150
Supporting Membership, non-voting \$100
Honorary Membership, voting no dues

Section 2. Determining Dues- the annual dues for each member of the association shall be revised by the Board of Directors

Section 3. Payment - Members who fail to pay their dues within (30) days from the time same become due shall be notified by the Office Manager, and if payment is not made within the next succeeding thirty (30) days shall, without further notice and without hearing; be dropped from the rolls and thereupon forfeit all rights and privileges of membership; provided that the Board of Directors may by rule prescribe procedure for extending the time payment of dues and continuation of membership privileges upon request of a member and for good cause shown. Dues shall be due on January 1st of each year.

Article V - Meetings

Section 1. Annual - There shall be an annual meeting of the association during the month of March, unless otherwise ordered by the Board of Directors, for receiving the annual reports, and the transaction of other business. Notice of such meeting, signed by the Secretary/Treasurer (or other officer designated by the Board of Directors), shall be mailed to the last recorded address of each member at least thirty (30) days before the time appointed meeting.

Section 2. Quorum - Twenty (20) members present at any meeting of the association shall constitute a quorum, and in case there be less than this number, the presiding officer may adjourn the meeting from time to time until a quorum is present. Section 3. Order of Business - The order of business at meetings shall be as follows:

1. Call to order
2. Adoption of previous meeting minutes
3. Received communications
4. Reports of officers
5. Reports of committees
6. Unfinished business
7. New business
8. Adjournment

The order of business may be altered or suspended at any meeting. The usual parliamentary rules as laid down in "Roberts Rules of Order" shall govern all deliberations, when not in conflict with these bylaws.

Article VI - Board of Directors

Section 1. Powers - The Board of Directors shall have supervision, control and direction of the affairs of the association; shall determine policies or changes therein within the limits of the Bylaws; shall actively prosecute its purpose; and shall have discretion in the disbursement of its funds.

It may adopt such rules and regulations for the conduct of its business as shall be deemed advisable and may, in the execution of the powers granted, appoint such agents as it may consider necessary.

Section 2. Membership - The Board of Directors shall be composed of the President, Vice

President, Immediate Past President, and five (5) Directors.

Section 3. Regions - The State of California shall be divided into two (2) geographical regions, with the state of Nevada as the third region, for the purpose of electing Directors or membership voting, as follows.

Region 1 (Northern California). Alameda, Alpine, Amador, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Fresno, Glenn, Humboldt, Lake, Lassen, Madera, Mariposa, Merced, Marin, Mendocino, Monterey, Modoc, Mono, Napa, Nevada, Placer, Plumas, Sacramento, San Benito, San Francisco, San Joaquin, San Mateo, Santa Clara, Santa Cruz, Shasta, Sierra, Siskiyou, Solano, Sonoma, Stanislaus, Sutter, Tehama, Trinity, and Tuolumne Counties

Region 1 is represented by Directors 1 and 2

Region 2 (Southern California) Imperial, Inyo, Kern, Kings, Los Angeles, Orange, Riverside, San Bernardino, San Diego, San Luis Obispo, Santa Barbara, Tulare, and Ventura counties.

Region 2 is represented by Directors 3 and 4

Region 3. All of Nevada.

Region 3 is represented by Director 5

Section 4. Meetings - The Board of Directors shall meet at the time and place of the annual meeting. The Board of Directors shall meet quarterly upon the call of the President at such times and places as he/she may designate and shall be called to meet upon demand of a majority of its members.

Decisions made by the Board of Directors shall determine policy for the association between annual meetings. Notice of all meetings of the Board of Directors shall be sent to each member of the board at his/her last recorded address or by email at least ten (10) days in advance of such meetings.

Section 5. Quorum - A majority of the whole Board of Directors shall constitute a quorum for any Board meeting called to order by the President.

Section 6. Absence - Any member of the Board of Directors unable to attend a meeting shall, in a letter address to the President or Secretary, state the reason for absence. If a Director or Officer is absent from two (2) consecutive meetings for reasons which the Board of Directors declares sufficient, his/her resignation shall be deemed to have been tendered and accepted. No proxy may be given to allow an absent member of the Board of Directors to vote.

Section 7. Compensation - Directors as such shall not receive any compensation for their services as Directors, but the Board may by resolution authorize reimbursement of expenses

incurred in the performance of their duties. Such authorization may prescribe procedures for approval and payment of such expenses by designated officers of the association.

Nothing herein shall preclude a Director from serving the association in any other capacity and from receiving compensation for such services.

Section 8. Resignation or Removal - Any Director or Officer may resign at any time by giving written notice to the President, the Secretary, or the Board of Directors. Such resignation shall take effect at the time specified therein, or if no time is specified, at any time of acceptance thereof as determined by the President or the Board of Directors.

Any Director or Officer may be removed by the two-thirds vote of the entire Board of Directors.

Article VII - Officers

Section 1. President

The President is the principal elected officer of the organization, and shall preside at meetings of the Association and Board of Directors

The President shall be an ex-officio member with right to vote on all PRAC committees, except the Nominating Committee.

The President shall, at the annual meeting of the association and at such other times deemed proper, communicate to the Association or the Board of Directors such matters or suggestions as may tend to promote the welfare and increase the usefulness of the Association, and shall perform other duties as are necessarily incidental to the office of the President or as may be prescribed by the board.

Section 2. Vice President

The Vice President shall be elected by the association membership. The Vice President is delegated to perform the President's duties, in the event of a temporary disability or absence, and shall have such other temporary authority and duties acting as the President or as the Board of Directors may assign.

Section 3. Regional Directors

The Regional Directors shall be elected by the membership and constitute the governing Board of Directors.

Section 4. Secretary/Treasurer

The Secretary/Treasurer shall sign all official documents relating to financial functions. All financial records, vouchers, receipts, bank records, and tax reports will be signed by the Secretary/Treasurer and the tax forms are completed and mailed by the PRAC Bookkeeper. It shall be the Secretary/Treasurer's duty to attest documents and to perform such other duties

as are usual for such official or as may be duly assigned. The Secretary/Treasurer is appointed and is a current Director.

Section 5. Terms of Office

Each elected officer and director shall take office on January 1, and serve for a term of two years. There shall be no limit to the number of terms, which a person can serve in any office or as a director.

Section 7. Qualifications - All officers and directors shall at the time of nomination or appointment be regular members of the association and shall maintain current regular member status during their term of office. The President and Vice President shall have four years of uniformed park experience or served at least one term as a Director of the association.

Article VIII - Elections

Section 1. Nominations

The nominating committee shall meet in October each year and optimally select two candidates for each position to be elected. Special attention shall be made to assure there is not more than one (1) candidate from a single agency per elected position, and that there is a geographic balance among the candidates. By November 15, the committee shall receive candidate statements and a signed agreement to serve if elected to office.

Section 2. Offices to be Filled

In odd numbered years, candidates for President, Director Seats 2 and 4 shall be elected. In even numbered years, candidates for Vice President, Directors Seats 1, 3 and 5 shall be elected statewide.

Section 3. Ballot

The person appointed by the President and approved by the Board will prepare a ballot and send it to all voting members by December 1 of each year. The ballot may be a mailed ballot or an electronic ballot. Mailed ballots shall include a return envelope marked "ballot" and addressed to the association headquarters. Each ballot will indicate the final date of return, which shall be no less than thirty (30) days from the date ballots are mailed to members, or final date of return of no less than 14 days for electronic ballots.

Section 4. Candidate requirements - All candidates for office shall be current, regular, PRAC members. All candidates shall submit a statement and sign the agreement to serve document.

Article IX – Committees

Section 1. Appointment of Committees - The President, subject to approval of the Board of Directors, shall appoint such standing, special, committees or subcommittees as may be required by the bylaws or as he/she may find necessary.

Section 2. Nominating Committee - During the month of September in each year, the Board of Directors shall appoint a nominating committee of three (3) persons to nominate candidates for the

elected offices of the association. No member of the Board of Directors may be appointed to this committee.

Article X - Voting. All elections, bylaws amendments and other matters may be conducted by electronic, telephonic or mail vote.

Article XI - Fiscal Year The fiscal year shall commence on the 1st day of January and shall end on the 31st day of December. Article XII - Dissolution The association shall use its funds only to accomplish the objectives and purpose specified in these bylaws, and no part of said funds shall inure, or be distributed, to the members of the association. On disown dissolution of the association, any funds remaining shall be distributed to one or more regularly organized and qualified charitable, educational, scientific, or philanthropic organizations to be selected by the Board of Directors.

Article XIII – Amendments

Section 1. These bylaws may be amended, repealed, or altered, in whole or in part by two-thirds vote of the Board of Directors or at the Annual Membership meeting, when a quorum is declared present.

Section 2. No such Bylaw amendment shall abrogate or be inconsistent with any part of the Constitution.

Section 3. Amendments to the Bylaws shall become effective immediately upon adoption by the Board of Directors.

Section 4. the Board of Directors shall notify the Membership in a timely manner of all changes made to the Association's governing documents and make an updated and current copy of the Bylaws available on the PRAC website.