

BYLAWS
of the
Black Hawk Chapter
Of Wisconsin Woodland Owners Association

1. The **name** of the organization shall be Black Hawk Chapter of Wisconsin Woodland Owners Association.
2. **Mission.** The mission of the chapter is to encourage sound management of Wisconsin woodlands by providing educational opportunities for woodland owners in all aspects of land management. We will inform our nonmember neighbors of the educational opportunities and encourage them to join WWOA.
3. **Officers and Executive Committee.** The chapter will have an executive committee consisting of two Co-chairs, and a Secretary/Treasurer.
 - A. The **Co-chairs** shall call and preside at all meetings of the membership and the Executive Committee. The Co-chairs shall appoint committees and assign duties to members of the Executive Committee. The Co-chairs shall have the authority to carry out all duties that might be assigned by the Executive Committee or the members.
 - B. The **Co-chairs** shall assume the duties for the Chapter when necessary and shall serve on the executive committee.
 - C. The **Secretary/Treasurer** shall be on the Executive Committee and keep the records of the Chapter, recording minutes of the meetings of the membership and of the Executive Committee and shall conduct correspondence as directed by the Executive Committee.

The secretary/treasurer shall be custodian of the funds of the Chapter and shall be responsible for paying Chapter expenses and for accepting donations or payments for meetings and other activities as established by the Executive Committee. One of the co-chairs will be designated by the Executive Committee to fill in for the treasurer, including the authority to sign checks, if/when the treasurer is not available.
 - D. The **Executive Committee** shall decide the day-to-day chapter business
 - E. The officers shall serve two-year terms commencing on the day elected and ending when new chapter officers are elected.
4. **Election of Officers.** Elections will be held every second year. New officers will take office when elected

and serve until succeeded by newly elected officers. Chapter officer will be elected by majority vote of the members who attend the annual meeting. Special elections may be called by the Executive Committee when unexpected vacancies occur.

5. **Membership and Dues.** All chapter members must be members of WWOA. All members of WWOA who own land in or live in the Black Hawk Chapter area will be considered a member of the chapter. There will be two categories of chapter membership, individual and family, and is based on the WWOA membership category.

An individual member shall carry the privilege of one vote.

A family membership shall carry the privilege of two votes

The Black Hawk Chapter does not assess dues upon its members.

6. **Changes to These Bylaws.** To change these bylaws a proposed change must be presented to the Executive Committee. The proposed change must be mailed to Chapter members by email or US Mail prior to a Chapter meeting. Chapter members must be notified of the meeting. Any change in the bylaws must be approved by 2/3 of the chapter members present at the meeting.