

MICHIGAN UNITED CONSERVATION CLUBS
BYLAWS AMENDMENTS

Portions in **bold Strikethroughs** are removed and **BOLD ITALIC CAPS** are additions.

PROPOSED BYLAW AMENDMENT #1

Submitted by: Kris Matthew
Title: MEMBERSHIP DEFINITION AMENDMENTS
Passed: **Executive Board Meeting; March 6, 2020**
Purpose: To amend the definition of Sustaining Members to Sustaining Partners which is in effect a partnership with MUCC through the means of a donation. This may or may not include clubs already affiliated with MUCC.

ARTICLE II
MEMBERSHIP

1 **SECTION 1 – CLASSIFICATION OF MEMBERS**

2 D. Sustaining **PARTNERS Members** - Sustaining **PARTNERS Members** are those
3 **persons**, groups, corporations, organizations and companies who accept the purposes and
4 objectives of the corporation and agree to promote the same and annually contribute to the
5 corporation at a level determined by the Executive Board. ~~They may or may not be members~~
6 ~~of a Member Club or a Junior Member Club.~~ **THEY MAY OR MAY NOT BE A MEMBER**
7 **CLUB OR A STATEWIDE AFFILIATE CLUB.**

PROPOSED BYLAW AMENDMENT #2

Submitted by: Kris Matthew
Title: CONSERVATION POLICY BOARD MEMBERSHIP DEFINITION AMENDMENTS
Proposed: **Executive Board Meeting; March 6, 2020**
Purpose: This would ensure that voting members of the Conservation Policy Board are members of MUCC, either as individual members or club members. Per the proposed bylaws amendment #5, if it were to pass, this would mean an individual member may or may not be affiliated with a member club. The individual members serving on the Conservation Policy Board are appointed “to represent individual members.”

ARTICLE V
CONSERVATION POLICY BOARD

1 **SECTION 4 – MEMBERS**

2 A. Voting Members

- 3 1. Three (3) members from each Region elected at the Annual Convention to
4 represent Member Clubs, Junior Member Clubs, or Statewide Affiliate Clubs.
5 2. One (1) member of the following Resource Committees: Wildlife and Habitat;
6 Fisheries and Habitat; Shooting and Ranges; Parks, Recreation and Trails; and
7 Youth and Education. These individuals will be selected by the Conservation
8 Policy Board Chair. Additional Committees may be added by majority vote of
9 the Executive Board. The Conservation Policy Board Chair may appoint up to
10 one (1) **INDIVIDUAL MEMBER member** per Region to represent
11 Individual Members. There will be no Individual Member Representative for
12 a Region representing Statewide Affiliate Clubs and those Member Clubs with
13 a statewide mission and membership composed of a geographical
14 representation of the state.
15 3. In the event of a vacancy of a Voting Member of the Conservation Policy
16 Board, by death, resignation, removal, permanent disability, or for any other
17 cause, the Chair shall appoint an interim Voting Member that will serve until
18 the next Annual Convention.
19 4. Any Voting Member of the Conservation Policy Board may be removed from
20 the Conservation Policy Board or disciplined by the Conservation Policy
21 Board for cause, such as, a breach of the duty of loyalty or the duty of care by
22 a two-thirds (2/3) vote of the voting members of the Conservation Policy
23 Board present at any meeting of the Conservation Policy Board.

PROPOSED BYLAW AMENDMENT #3

Submitted by: Jack VanRhee, Past President, Bylaws Committee Member
Title: CONSERVATION POLICY BOARD OPERATIONAL POLICIES AND PRACTICES
Passed: **Executive Board Meeting; March 6, 2020**
Purpose: This proposed bylaw change would be all new wording and added to the existing Article V, Section 1. It would require the creation of an operational policies and practices document which shall be approved by the Executive Board and Conservation Policy Board.

ARTICLE V

CONSERVATION POLICY BOARD

1 SECTION 1 - ESTABLISHMENT

2 ***C. THE CONSERVATION POLICY BOARD SHALL CONDUCT ITS BUSINESS IN***
3 ***ACCORDANCE WITH AN OPERATIONAL POLICIES AND PRACTICES DOCUMENT***
4 ***PREPARED BY THE VICE PRESIDENT/PRESIDENT ELECT AND APPROVED BY A***

5 ***SIMPLE MAJORITY VOTE OF THE VOTING MEMBERS OF THE CONSERVATION***
6 ***POLICY BOARD AND THE EXECUTIVE BOARD.***

7 ***D. A NEWLY-ELECTED VICE PRESIDENT/PRESIDENT ELECT, AS***
8 ***CHAIRPERSON OF THE CONSERVATION POLICY BOARD, SHALL, UPON TAKING***
9 ***OFFICE, APPOINT A COMMITTEE TO REVIEW THE CONSERVATION POLICY***
10 ***BOARD OPERATIONAL POLICIES AND PRACTICES DOCUMENT TO ENSURE THAT***
11 ***THE CONSERVATION POLICY BOARD IS FUNCTIONING IN ACCORDANCE WITH***
12 ***ITS CHARGE. THIS COMMITTEE CAN RECOMMEND CHANGES TO THE***
13 ***DOCUMENT BY AMENDMENT. THIS COMMITTEE SHALL INCLUDE AT LEAST TWO***
14 ***CHAIRPERSONS FROM THE STANDING COMMITTEES AND TWO MEMBERS OF***
15 ***THE EXECUTIVE BOARD.***

16 ***E. ANY RECOMMENDED AMENDMENTS TO THE OPERATIONAL POLICIES***
17 ***AND PRACTICES DOCUMENT SHALL BE PRESENTED TO THE CONSERVATION***
18 ***POLICY BOARD AND THE EXECUTIVE BOARD FOR APPROVAL. A SIMPLE***
19 ***MAJORITY VOTE OF BOTH THE VOTING MEMBERS OF THE CONSERVATION***
20 ***POLICY BOARD AND THE EXECUTIVE BOARD SHALL BE REQUIRED FOR***
21 ***ADOPTION OF AN AMENDMENT.***

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PROPOSED BYLAW AMENDMENT #4

Submitted by: Patrick Hogan, Region 8 Executive Board
Title: REMOVE “JUNIOR MEMBER CLUB” DESIGNATION
Passed: **Executive Board Meeting; March 6, 2020**
Purpose: Michigan United Conservation Clubs currently has six membership classifications, including: Member Clubs, Junior Member Clubs, Statewide Affiliate Clubs, Sustaining Members, Individual Members, and Life Members. Over the years, it has come to the attention of many members of this organization that Member Clubs and Junior Member Clubs carry all of the same rights and privileges within this organization. This change to our bylaws will simply remove the distinction and convert all Junior Member Clubs to Member Clubs, therefore clarifying standing for our members.

ARTICLE II
MEMBERSHIP

1 SECTION 1 – CLASSIFICATION OF MEMBERSHIP

2

3 A. Member Clubs - Member Clubs are those groups of persons, such as clubs, societies,
4 chapters and associations, consisting of ten (10) or more ~~adults~~ **PERSONS** who accept
5 the purposes and objectives of the corporation and agree to promote the same. Any
6 individual associated with a Member Club, for whom annual dues have been paid to the
7 corporation shall be considered a member of the corporation.

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9 ~~**B. Junior Member Clubs – Junior Member Clubs are those groups consisting of boys**~~
10 ~~**and/or girls up to twenty-one (21) years of age who accept the purposes and**~~
11 ~~**objectives of the corporation and agree to promote the same. Any individual**~~
12 ~~**associated with a Junior Member Club, for whom annual dues have been paid to the**~~
13 ~~**corporation shall be considered a member of the corporation.**~~

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15 NOTE: WITH THE REMOVAL OF THE CLASSIFICATION OF “JUNIOR MEMBER
16 CLUBS,” THE TERM SHALL BE STRICKEN FROM ALL (21) MENTIONS IN THE
17 BYLAWS.

PROPOSED BYLAW AMENDMENT #5

Submitted by: Greg Peter, MUCC Vice President
Title: CLARIFY INDIVIDUAL MEMBERSHIP DEFINITION
Passed: **Executive Board Meeting; March 6, 2020**
Purpose: This would allow an individual member (IM) to be appointed to serve as voting member on the conservation policy board representing their region IM’s, or to serve as an IM voting delegate at the Annual Convention to represent their region IM’s regardless of that individual member’s affiliation with another club that is affiliated with MUCC.

Note: In the most recent ad hoc policy setting meeting it was ironed out that an individual on the policy board shall act on behalf of themselves and the IM’s in their region, not on behalf of their affiliation to another club.

ARTICLE II
MEMBERSHIP

1 SECTION 1 – CLASSIFICATION OF MEMBERS

2 E. Individual Members - Individual Members are those persons ~~not affiliated with a Member~~
3 ~~Club or Junior Member Club~~ who accept the purposes and objectives of the corporation and
4 agree to promote the same. Any individual for whom annual dues have been paid to the
5 corporation shall be considered a member of the corporation.

PROPOSED BYLAW AMENDMENT #6

Submitted by: Greg Peter, MUCC Vice President
Title: CLARIFY LIFE MEMBER DEFINITION
Passed: **Executive Board Meeting; March 6, 2020**
Purpose: Vagueness within our bylaws has often led to debate of what actions members may take within Michigan United Conservation Clubs. This amendment is to clarify any issues going forward. A Life Member has shown financial dedication to MUCC far above and beyond what is expected of an individual Club Member or Individual Member. Therefore, we should expect their contributions to the growth of MUCC and see that can participate fully without hesitation on their behalf. It also spells out that can only participate in through one avenue. They can be called upon to carry extra IM votes at convention, fill a policy board position as a Member Club representative, or act as an Individual Member

ARTICLE II MEMBERSHIP

1 SECTION 1 – CLASSIFICATION OF MEMBERS

2 F. Life Members - Life Members are those persons who accept the purposes and objectives
3 of the corporation and agree to promote the same and have elected membership in the
4 corporation in accordance with procedures and conditions established by the Executive Board.
5 ***THEY MAY PARTICIPATE AS AN INDIVIDUAL MEMBER, CLUB MEMBER***
6 ***REPRESENTATIVE, OR STATEWIDE AFFILIATE CLUB REPRESENTATIVE, BUT***
7 ***NEVER MORE THAN ONE SIMULTANEOUSLY.***

PROPOSED BYLAW AMENDMENT #7

Submitted by: Fran Yeager, MUCC Treasurer
Title: CHANGE IN DESCRIPTION OF TREASURER DUTIES

Passed: Executive Board Meeting; March 6, 2020

Purpose: The Treasurer's role is to oversee the management of the financial affairs of the corporation, ensuring that all pertinent policies, procedures and best practices, including these bylaws, are followed. The current bylaws, however, state that the Treasurer himself/herself manages the finances, rather than delegating that work to the Executive Director and ensuring it is carried out. This change to the bylaws reflects that clarification in the role of the Treasurer.

ARTICLE III CORPORATE OFFICERS

1 SECTION 3 – DUTIES

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3 Officers of the corporation shall: act in good faith; act in the best interests of the corporation; act on an
4 informed basis; not be wasteful; and not involve self-interest.

5 D. Treasurer

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7 ~~The Treasurer shall keep full and accurate account of all receipts and disbursements and deposit all~~
8 ~~money, checks and other obligation to the credits of the corporation in such depositories as may be~~
9 ~~designated by the Executive Board. The Treasurer shall disburse the funds of the corporation only~~
10 ~~in accordance with the Articles of Incorporation, these bylaws, and the policies established by the~~
11 ~~Executive Board. The Treasurer shall make a complete annual statement for the past fiscal year at~~
12 ~~each Annual Convention. The Treasurer shall perform all other duties incident to the office subject~~
13 ~~to the control of the Executive Board. The Treasurer shall make such other reports and at such~~
14 ~~times as determined by the Executive Board.~~

15 *THE TREASURER SHALL ENSURE THAT THE CORPORATION KEEPS FULL AND*
16 *ACCURATE ACCOUNT OF ALL RECEIPTS AND DISBURSEMENTS AND THAT THE*
17 *CORPORATION DEPOSITS ALL MONEY, CHECKS, AND OTHER OBLIGATIONS TO THE*
18 *CREDITS OF THE CORPORATION IN SUCH DEPOSITORIES AS MAY BE DESIGNATED BY*
19 *THE EXECUTIVE BOARD. THE TREASURER SHALL ENSURE THAT THE CORPORATION*
20 *DISBURSES THE FUNDS OF THE CORPORATION ONLY IN ACCORDANCE WITH THE*
21 *ARTICLES OF INCORPORATION, THESE BYLAWS, AND THE POLICIES ESTABLISHED BY*
22 *THE EXECUTIVE BOARD. THE TREASURER SHALL MAKE A COMPLETE ANNUAL*
23 *STATEMENT FOR THE PAST FISCAL YEAR AT EACH ANNUAL CONVENTION. THE*
24 *TREASURER SHALL PERFORM ALL OTHER DUTIES INCIDENT TO THE OFFICE SUBJECT*
25 *TO THE CONTROL OF THE EXECUTIVE BOARD. THE TREASURER SHALL MAKE SUCH*
26 *OTHER REPORTS AND AT SUCH TIMES AS DETERMINED BY THE EXECUTIVE BOARD.*

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PROPOSED BYLAW AMENDMENT #8

Submitted by: Fran Yeager, MUCC Treasurer
Title: CHANGE IN CHECK SIGNING PROCEDURES
Proposed: Executive Board Meeting; March 6, 2020
Purpose: The requirement for two signatures (one of which is the Treasurer) has been a hardship to MUCC’s internal operations. We have needed to Fed-Ex checks between the office and the Treasurer, at considerable cost and delay in making the payment on time. Delay have resulted payments being late and assessment of late fees on MUCC. The purpose of this bylaws amendment is to streamline check signing procedures and continue to have adequate controls in place to ensure financial oversight by the Board of Directors.

ARTICLE IV

EXECUTIVE BOARD

1 SECTION 2 - USE OF CORPORATE FUNDS

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3 A. All funds and assets of the corporation shall be used only for purposes that are consistent with
4 the purposes of the corporation, and for the actual administrative expenses in conducting the
5 affairs of the corporation, under the direction and with the approval of the Executive Board.
6 The Executive Board may purchase land, buildings, and equipment whenever the general
7 interests of the corporation require the same.

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9 ~~B. Checks for one thousand (\$1,000.00) dollars or less may be signed by an employee
10 designated by the Executive Director and checks covering staff remuneration may be
11 issued with a machine or facsimile signature of the Treasurer and the Executive
12 Director. All other checks shall be signed by the Treasurer and the Executive Director
13 or other designees on the corporate account.~~

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15 *EXPENSES MAY ONLY BE APPROVED BY PERSONS HAVING SIGNATURE*
16 *AUTHORITY AS DULY APPROVED BY THE EXECUTIVE BOARD AND NAMED*
17 *AND SIGNED ON BANK DOCUMENTS. APPROVAL OF NONRECURRING*
18 *EXPENSES AND/OR NON-BUDGETED EXPENSES THAT EXCEED ONE*
19 *THOUSAND DOLLARS (\$1000) REQUIRE TWO APPROVALS, ONE OF WHOM*
20 *MUST BE THE TREASURER AND ANOTHER BY THE EXECUTIVE DIRECTOR, OR*
21 *HIS/HER DESIGNATED EMPLOYEE. IN THE EVENT THAT THE TREASURER IS*
22 *NOT AVAILABLE, OTHER OFFICERS WITH SIGNATURE AUTHORITY WILL BE*
23 *ASKED TO APPROVE.*

PROPOSED BYLAW AMENDMENT #9

Submitted by: Fran Yeager, MUCC Treasurer
Title: PROVISION FOR EXCEEDING BUDGET LINE ITEMS
Proposed: **Executive Board Meeting; March 6, 2020**
Purpose: This amendment places the responsibility for decisions about budget exceedances with the Budget Finance Committee, given that it is closer to the financial decision making of the organization, rather than the full Executive Board.

ARTICLE IX
FINANCIAL MANAGEMENT

1 SECTION 3 – ANNUAL OPERATIONS PLAN

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- 3 A. A proposed annual financial plan covering anticipated revenue and proposed expenditures for
4 the next fiscal year shall be established by the Executive Board at the beginning of the fiscal
5 year.
6 B. Adjustments in line items as necessitated by unexpected expense or revenue curtailment shall
7 ~~be approved by the Executive Board.~~ **BE APPROVED BY THE BUDGET AND**
8 **FINANCE COMMITTEE AND FORWARDED TO THE EXECUTIVE BOARD FOR**
9 **APPROVAL.**