

NEW MEXICO B.A.S.S. CHAPTER FEDERATION NATION

BYLAWS

REVISED 2009

ARTICLE I

INTRODUCTION

1. **Code of Rules.** These Bylaws supersede the New Mexico B.A.S.S. Chapter Federation Bylaws, and constitute the code of rules adopted by the New Mexico B.A.S.S. Federation Nation Chapter for the regulation and management of its affairs.
2. **Purpose and Powers.** The New Mexico B.A.S.S. Federation Nation, hereinafter referred to as the NMBFN, consisting of affiliated Chapters of Bass Anglers Sportsman Society (B.A.S.S.), shall have the purposes and powers as may be stated in its Articles of Incorporation, and such powers as are now or may be granted by law. Additional purposes and objectives are:
 - a. To promote and support approved conservation policies, practices and measures, preservation of aquatic resources and improvements of ecological and environmental conditions on regional, state and local levels.
 - b. To promote the practice of high standards of sportsmanship and conservation measures among the membership.
 - c. To provide the state Game and Fish Commission organized political input, material support and encouragement.
 - d. To promote improvement of bass angling skills in the membership through fellowship, the friendly exchange of techniques and ideas and the conduct of NMBFN sponsored bass fishing tournaments.
 - e. To encourage youth fishing, promote the conduct of youth fishing activities by the NMBFN Chapters (clubs) and, within budgetary allocations, provide funding and material assistance in the implementation of approved youth activities.
 - f. To conduct bass fishing tournaments as may be required for purposes of determining the members who will constitute the NMBFN traveling team and represent the NMBFN during B.A.S.S. sponsored tournaments.
 - g. Within funding limitations, provide funding for the NMBFN traveling team's participation in B.A.S.S. sponsored regional and national tournaments as may be required.

3. **Slogan.** This organization's slogan shall be: "Dedicated to Conservation and the Bass Fishermen of New Mexico."
4. **Colors.** The Federation's colors are Yellow and Red.

ARTICLE II

LOCATION OF FEDERATION NATION

1. **Geographical.** The New Mexico Chapter of The Federation Nation shall consist of those qualified NMBFN Chapters (clubs) whose offices of record and majority of members are domiciled in the state of New Mexico and clubs with a geographical nexus to the State of New Mexico with approval of the majority of the Board of Directors.
2. **Principal Office.** The principal office and business address of this organization shall be the same as that of the Federation Nation President.

ARTICLE III

MEMBERSHIP

1. **Definition of Membership.** The members of the NMBFN are those persons and organizations having membership in accordance with the provisions of these Bylaws.
2. **Categories of Membership.** The NMBFN shall have two categories of membership.
 - a. Individual – Persons who are members in good standing of Bass Anglers Sportsman Society (B.A.S.S.) and who are also members in good standing of NMBFN Chapter affiliates.
 - b. Organizational – Bass Chapters in the state of New Mexico affiliated with both B.A.S.S. and the NMBFN.
3. **Affiliation.** Membership in the NMBFN shall be acquired only by Chapters who meet the following prerequisites:
 - a. Each NMBFN Chapter Club shall consist of six (6) or more members, in good standing of B.A.S.S., B.A.S.S. National Federation Nation, and the NMBFN.
 - b. A NMBFN Chapter Club may have an associate membership. Each associate member must be a member of the Local Chapter and B.A.S.S. and will not be entitled to any NMBFN or B.A.S.S. National Federation Nation benefit nor eligible to compete in any NMBFN membership sanctioned event (excluding open or fundraising tournaments).

- c. The Chapter's office of record shall be in the state of New Mexico or in a location with a geographical nexus to the State of New Mexico by the approval of the majority of the Board of Directors.
 - d. Chapter shall be an affiliate of B.A.S.S. National Federation Nation; or, the organization is otherwise qualified and B.A.S.S. confirms that affiliation has been requested and is pending.
 - e. Upon application for affiliation, Chapter provides the NMBFN with a current membership roster and the name and address of its designee(s) for the Board of Directors and pays \$20 Federation membership dues for each member or \$37 for a family membership. A family membership entitles two household members full NMBFN benefits, except they will only receive one copy of Big Mouth.
4. **Continuation.** Chapter affiliation in the NMBFN shall be on a continuing basis provided:
- a. Chapter maintains current its affiliation with B.A.S.S. National Federation Nation
 - b. Chapter maintains its domicile in the state of New Mexico or in a location with a geographical nexus to the State of New Mexico with the approval of the majority of the Board of Directors.
 - c. Chapter complies with the requirements for representation during NMBFN Board of Director's meetings. (Ref: Art IV, Sec 2)
 - d. Chapter's individual membership is maintained at six (6) or more in accordance with Section 3 of this Article and pays \$20 membership dues for each member and the \$37 family membership dues by January 1 each year to prevent lapse in NMBFN and B.A.S.S. National Federation Nation benefits.
 - e. Chapter maintains current the names and addresses of its officials with the NMBFN.
5. **Withdrawal From Membership.** Any bass Chapter may withdraw from membership, after fulfilling all of its obligations to the NMBFN, by giving notice, preferably in writing, to the Secretary. In the absence of notification, Chapters who fail to have representation on four successive occasions at NMBFN Board of Director's meetings shall be considered as having effected withdrawal action and will be removed from membership. Actions of withdrawal as enumerated above shall also be reported to B.A.S.S. for disaffiliation action.
6. **Forfeiture of Membership.**
- a. Chapters in violation of Article III, Section 4 may be dropped from membership.

- b. Chapters who absent themselves (fail to have bonafide representation) from four consecutive regular Board of Director's meetings without acceptable cause being given, shall be considered at the next Board of Director's meeting, following the fourth absence, for forfeiture or retention of membership.
- c. NMBFN Chapters may be removed from membership for reasons stated above and for cause by two-thirds vote, with a quorum present of the Board of Directors, and after opportunity to be heard, whenever, in its judgment, the Board considers such action to be in the best interests of the NMBFN.
- d. Individual membership in the NMBFN is forfeited concurrent with cessation of the individual's NMBFN Chapter membership in the NMBFN.
- e. Individual's may be denied participation in NMBFN sponsored activities by a two-thirds vote, with a quorum present of the Board of Directors for cause, and after opportunity to be heard, whenever, in its judgment, the Board may consider such action to be in the best interests of the NMBFN. For flagrant reasons, the Board may recommend removal of the individual from Chapter membership. NMBFN Chapters shall abide by the Board's determination and remove the individual from membership in the NMBFN. Any dues paid will be returned on a pro-rata basis.

7. Reinstatement of Membership.

- a. Membership in the NMBFN that was terminated in accordance with Article III, may request reinstatement after the individual demonstrates compliance with the prerequisites set forth in these bylaws.
- b. Membership in the NMBFN that was terminated under Article III, may be reinstated following a majority vote, with a quorum present of the Board of Directors.

8. Rights and Privileges. The NMBFN Chapters and the Chapters' membership comprise the NMBFN. As members of the NMBFN they are entitled to all rights and privileges and subject to all obligations to which membership in B.A.S.S. National Federation Nation implies.

- a. Without limiting such rights and obligations, individual rights shall include eligibility to seek, if otherwise qualified, any office in the NMBFN and the right to vote on all matters requiring a vote of the individual membership; and such individual obligations shall include maintaining their current membership in B.A.S.S., membership in an affiliate Chapter of the NMBFN, active participation in NMBFN activities and a conduct reflecting a favorable image of the NMBFN in the community.
- b. The NMBFN Chapters shall have representation on the Board of Directors with the rights and obligations that such representation shall entail, the right to vote through their Board's representative on all matters pertaining to the operation of the NMBFN; the right to participate in NMBFN sponsored activities for which they are eligible and such other rights as may be

conferred by the Board of Directors. The Chapter's obligations shall include maintaining affiliation with the NMBFN, active participation and support of NMBFN projects and activities and the maintenance of a level of conduct and sportsmanship among its members that imparts a favorable image on the Chapter and the NMBFN in the community.

9. **Non-discrimination.** There shall be no discrimination in membership or participation in the activities of the NMBFN by reason of race, color, sex, sexual orientation, gender identity, religion, disability, age, veteran status, ancestry, or national or ethnic origin.

ARTICLE IV

BOARD OF DIRECTORS

1. **General.** The business management and affairs of the NMBFN shall be under the direction and control of the Board of Directors who shall have the authority to authorize contracts, incur liabilities, expend funds, approve sale and exchange of organizational property and attend to such other matters connected with the conduct of the NMBFN, as, from time to time it may determine. The officers of the NMBFN and elected representatives of affiliate NMBFN Chapters shall constitute the Board of Directors.
2. **NMBFN Chapter Representation.**
 - a. Each Chapter of the NMBFN which is in good standing with and maintains active its affiliate status with the NMBFN, shall have a member who shall serve as a director on the NMBFN Board of Directors. Such director shall:
 - i. Be an elected official of the Chapter he or she represents or be elected by the Chapter membership specifically for the director's position.
 - ii. Represent the membership of their Chapter and convey the business of that membership to the Board of Directors and in turn, relay the business of the Board of Directors to the Chapter members.
 - iii. Hold office for one (1) year and thereafter until their respective successors shall be elected and shall qualify.
 - iv. Attend a minimum of two of the scheduled Board of Director's meetings conducted during the calendar year. Compliance with this requirement shall maintain active their Chapter's status in the NMBFN and eligibility for Chapter participation in NMBFN tournaments.
 - b. In addition to the director, B.A.S.S. Chapters may designate alternate Directors who meet the requirements of Director. The Chapter's alternate Director may represent the Chapter at Board of Director's meetings in the

absence of the Director. Alternate Directors may be appointed to fill unexpired terms of office of Chapter Directors should the position be vacated for any reason.

- c. It is the exclusive right of each Chapter to determine representation at Board Meetings. In the absence of the Chapter's Director or designated alternate, a written note or email from the President or elected officer of the Chapter will be acceptable documentation and entitle the bearer, who must also be a NMBFN member in good standing, of such documentation the right to represent and cast one vote for one Chapter. A person shall not represent more than one club at Federation meetings. The Federation President shall be forbidden to carry the proxy because he or she is the deciding vote in a tie breaker.
 - d. As provided under Article III, Section 4, a requirement for continuing affiliation with the NMBFN is Chapter representation at Board of Director's meetings. Chapter representation shall include the requirement that NMBFN Chapters shall maintain current the name and address of their director with the NMBFN. Should a change in the director occur, the change shall be reported to the NMBFN s President or Secretary prior to the next scheduled board meeting.
3. **Removal From Office.** The Board of Directors shall have the right at any time to remove any director from office for cause by majority vote, with a quorum present of the Board of Directors, and after opportunity to be heard, whenever, in its judgment, the board considers such action to be in the best interest of the NMBFN. Cause shall be constructed to include failure to attend scheduled meetings.
 4. **Meetings.** Regular meetings of the Board of Directors shall be held (typically each quarter) during the calendar year (CY) on such dates, at such a place, and at such a starting time as shall be coordinated and determined by the President and approved by the Board. Additionally, special meetings will be held at the discretion of the President. The location, date and starting time for the next regular meeting of the Board of directors shall be announced by the President at the conclusion of each Board meeting or via email at least 10 days prior to the next scheduled meeting.
 5. **Special Meetings.** Special meetings of the Board of Directors may be called at any time by the President or by a majority of the Officers of the Board of Directors. Notice of any special meeting of the Board of Directors shall be given in writing, personally, by email or by mail, to each director not less than ten (10) days before such meeting. The notice shall state the time, place and the purpose or purposes for which the meeting is called. If notice of a special meeting is mailed, it shall be deemed to have been given ten (10) days after deposit in the United States mail, addressed to the director at his last known post office address. In lieu of a special meeting, meetings and or votes on NMBFN business may be conducted by phone, internet meeting or email or a combination of any or all of these mediums so long as documentation exists that a reasonable attempt was made to include representation from each Chapter Club and a quorum is achieved.

6. **Action Without Meeting.** Any action which may be taken at a meeting of the Board of Directors may be taken without a meeting if a consent in writing (email or letter), or verbal consent setting forth the actions to be taken, shall be agreed to by a majority of the directors entitled to vote with respect to the subject matter thereof. Such consent shall be documented and submitted at the next scheduled Board of Directors meeting for inclusion in the minutes and shall have the same force and effect as a vote of the Board of directors, and may be stated as such in any writing or document.
7. **Committees.** The Board of Directors may, by resolution(s) passed by a majority of directors, with a quorum present, designate one or more committees, each committee to consist of two or more of the directors and any number of individual members of the NMBFN. The designation of such committee and the delegation thereto of authority shall not operate to relieve the Board of Directors, or any member thereof, of any responsibility imposed upon it to him by law. Each committee shall keep regular minutes of its meetings and report the same to the Board of Directors when required.
8. **Compensation.** Officers and Directors shall not receive compensation from NMBFN funds for their services as directors. However, Officers and Directors may be reimbursed for expenses incurred as directed and on behalf of the NMBFN, the expenses to be evidence by receipt or other proper document.
9. **Books and Accounting Records.** As a continuing action, the Board of Directors shall monitor the procedures for maintaining the books and accounting records of the NMBFN to assure:
 - a. The NMBFN keeps correct and complete books and records of account.
 - b. All NMBFN funds are properly safeguarded and all receipts of monies and expenditures are properly recorded according to acceptable accounting procedures.
 - c. A record of the proceedings of its members, Board of directors and committees are kept.
 - d. A record of the names and addresses of its affiliate NMBFN Chapters and Chapter members on the Board of Directors are maintained at the principal office of the NMBFN.
 - e. The NMBFN's financial books and accounts are audited as necessary by a committee appointed by the President, or at the Board's discretion.
10. **Exceptions to Authority.** The Board of Directors may not:
 - a. Make any rule or regulation, not already delegated to the NMBFN by the Articles of Incorporation or these Bylaws, that shall impinge upon the autonomy and authority of the NMBFN Chapters as separate entities.

- b. Amend or repeal portions of the Articles of these Bylaws that were imposed by vote of the individual membership, inclusive of the following which shall be determined by individual vote:
 - i. Withdrawal of the NMBFN from Bass Anglers Sportsman Society.
 - ii. Dissolution of the NMBFN.
11. **Quorum.** A quorum for the transaction of business at all meetings of the Board of Directors shall be sixty-two per cent (62%) of the average number of NMBFN Chapter Directors who registered for each of the two preceding regular Board meetings.

ARTICLE V

OFFICERS

1. **General.** Officers of the NMBFN shall be elected by the Board of Directors and shall consist of those positions delineated in Article VI sections 1 - 8. NMBFN officers, as a group, shall be known as the Executive Committee and are empowered to carry out the directives of the Board of Directors when the Board of Directors is not in session. The Board of Directors shall have the power to overrule or modify the action of the Executive Committee or any officer of the NMBFN.
- a. The Executive Committee may act by a majority of its members at a meeting or informally without a meeting provided all members sign a document reflecting such informal action.
 - b. An act or authorization of an act by the Executive Committee within the authority delegated shall be as effective for all purposes as the act of authorization of the Directors; however, the designation of the committee and this delegation thereto of authority shall not operate to relieve the Board of Directors, or any member thereof, of any responsibility imposed upon it or him by law.
 - c. The Executive Committee shall prepare an agenda for the Board of Director's meeting, to consider old and shape new business for presentation to the Board of directors.
 - d. During Board of Director's meetings, officers may perform dual functions, i.e., NMBFN official and NMBFN Chapter Director. In the latter case, provided they are the Chapter delegate and are recognized as such by the chair, they shall be authorized to register attendance and cast their authorized vote under the provisions of Article IV, Section 8 in the interests of their respective NMBFN Chapter.
2. **Term of Office.** The term of office for NMBFN officials shall be for a period of one (1) year. Officers shall take office immediately following the meeting in which they were elected. They shall serve from that date. Officers may be elected for consecutive terms for the same position. As the last item of business, the

incumbent president will administer the oath of office to the newly elected officers during the fourth quarter meeting.

3. **Eligibility for Office.** Officers shall be members in good standing of B.A.S.S. and of an affiliate NMBFN Chapter.
4. **Removal From Office.** Any officer may be removed from office for cause by two-thirds vote, with a quorum present, of the Board of directors, and after opportunity to be heard, whenever, in its judgment, the Board considers such action to be in the best interest of the NMBFN. An officer's absence, without justifiable reason, from three consecutive meetings of the Board of Directors shall be cause for removal.

ARTICLE VI

RESPONSIBILITIES AND DUTIES OF OFFICERS

1. **President.** He or she shall be the chief executive officer of the NMBFN. He or she shall:
 - Preside and maintain order over all meetings of the Executive Committee and Board of Directors of the NMBFN.
 - Schedule regular and special meetings of the Board of Directors and of the Executive Committee; notify directors and officers of meeting dates.
 - Appoint Standing and Special Committees of the NMBFN as appropriate, cooperate with chairmen thereof to assure proper functioning and reporting of each committee.
 - Assure that meetings scheduled for the individual membership are noticed and held.
 - See that regular elections are duly called, noticed and held.
 - Direct all official business for the NMBFN.
 - Be the official representative of NMBFN.
 - Ensure adequate supervision of all NMBFN sponsored activities.
 - Except for Nominating Committee is ex-officio, nonvoting member of all standing and special committees.
 - Maintain liaison with Bass Anglers Sportsman Society and endorsed sponsors and promoters.
 - Initiate disciplinary action in respect to violations of standing regulations and procedure by NMBFN members.

- Acquire a working knowledge of parliamentary law and procedures and a thorough understanding of the Articles and Bylaws of the NMBFN.
 - Submit each calendar year, no later than the first quarter meeting, a Statement of Anticipated Revenues and Expenditures (Budget) for approval by the Board of Directors.
 - Be responsible as the outgoing President and Treasurer from the previous year to reasonably and willingly assist the new President and Treasurer with tax preparations for the previous year.
 - Be responsible as the new President and Treasurer to file the taxes and contact the former officers of the above before the deadline for tax filing.
2. **Vice President.** If the President is unable to perform the duties of his office for any reason, the Vice-President shall occupy his position and perform his duties with the same authority as the President. He or she shall:
- Assist the President as directed.
 - Oversee the functioning of such committees of this organization as the President shall direct.
 - Assume the office of President for balance of term should office be vacated.
3. **Tournament Director.** In the event of absence of President and Vice President, he or she shall be next in rank to occupy the president's position and shall assume and discharge pro tempore the powers and duties of the President.
- Coordinate tournament planning, communicating the status of NMBFN sanctioned tournaments to the Board of Directors and Executive Committee.
 - Obtain the assistance of NMBFN Chapters in the planning and selection of site for use during conduct of NMBFN sanctioned tournaments.
 - Monitor preparations for NMBFN sanctioned tournaments; keep the president and members of the Executive Committee current relative to the preparatory activities.
 - Maintain current files of "B.A.S.S. Tournament Rules and Regulations" governing conduct of the NMBFN sanctioned tournaments, and any prescribed exceptions to these rules as may be required to meet tournament conditions.
 - Establish rules and procedures to govern all NMBFN sanctioned tournaments to assure their conduct within the spirit and high degree of standards established by B.A.S.S. and the NMBFN.
 - Determine requirements and request funding allocations required for conduct of NMBFN sanctioned tournaments and tournament related activities.

- Assist the President as directed.
4. **Conservation Director.** He or she shall be the action officer for the NMBFN in such matters as related to the natural environment and its protection and to the conservation, propagation and protection of aquatic resources. He or she shall:
- Coordinate and supervise the implementation of NMBFN sponsored environmental and conservation related programs.
 - Collect and evaluate reported violations of local, state and federal anti-pollution laws, statutes, regulations, ordinances and other regulatory devices; recommend and take actions as directed.
 - Undertake information and educational programs to bring to the members and the public an awareness of threats to the environment.
 - Maintain current information pertaining to legislation at local, state or national levels that will influence environmental or aquatic resources; assure membership awareness of such legislation.
 - Maintain liaison with the Fisheries Division, New Mexico Game and Fish Commission and other state and national agencies as appropriate.
 - Assist the President as directed.
5. **Youth Director.**
- Coordinate state youth activities for the NMBFN.
 - Act as a resource for NMBFN Chapter clubs for the purpose of establishing youth “Junior Federation Nation” chapters, and Casting Kids events.
 - Ascertain funding requirements and recommend funding allocations for youth projects and events.
 - Establish a Junior Bassmaster Tournament format.
 - Coordinate the State Casting Kids Program
 - Coordinate the State Junior Bassmaster Championship.
 - Attend Federation Nation Youth Director training events.
6. **Secretary.** He or she shall be under the supervision and direction of the President and the Board of Directors and shall act as the liaison officer between the NMBFN and the B.A.S.S. National Federation Nation of Bass Anglers Sportsman Society. In fulfillment of this, he or she shall:
- Keep a record of the proceedings (minutes) of all meetings of the Board of Directors and Executive Committee.

- Maintain current a roster, inclusive of mailing address, telephone number and parent NMBFN Chapter, of the Board of Directors; register and maintain the record of attendance of directors at Board of Director's meetings.
 - Notify directors of Board of Director's meetings on a timely basis.
 - Have custody and maintain general records of the NMBFN, including, but not limited to, minutes of the Board of Director's meetings; Chapter director attendance; committee appointments and reports; addresses and telephone numbers of affiliate Chapter officials and directors.
 - Coordinate the preparation and submission by members of the Executive Committee of such reports as are required by B.A.S.S. and other agencies; conduct correspondence for the NMBFN as directed.
 - Maintain current a roster of NMBFN officials and directors; disseminate updated copies to Federation officials.
 - Maintain current a jacket file of NMBFN Chapter affiliates with the BASS National Federation Nation; such files to include, at the minimum, a copy of the current Chapter membership roster, Chapter's B.A.S.S. number and status.
 - Notify the executive committee when a Chapter Affiliate does not meet eligibility requirements identified in Article III of these bylaws.
 - Assist the President as directed.
7. **Treasurer.** He or she shall have the care and custody of and shall be responsible for all the funds, securities, evidences of indebtedness and other valuable documents of the NMBFN, and deposit all such funds in the name of the NMBFN in such banks, or trust companies, or other depositories, or in such safe deposit vaults as the Board of Directors may designate. He or she shall:
- Sign, make and endorse in the name of the NMBFN, all checks, notes, drafts, bills of exchange, acceptances and other instruments for the payment of money, and payout and dispose of and receipt therefore, under authorization and direction of the President or Board of Directors.
 - Render a statement of the condition of the finances of the NMBFN at each regular meeting of the Board of Directors, and at such other times as shall be required of him.
 - Keep full and accurate books of accounts of all NMBFN business and other such books of account as the Board of Directors may require, and shall exhibit the same to any director of the NMBFN upon application thereof.
 - Prepare and submit a complete calendar year financial report at the succeeding year's first Board of director's meeting.

- Pay statements from officers and committee members only when clearly authorized by the President or Vice President, and when fully documented by receipts.
 - Issue statements and collect for financial obligations owed to the NMBFN .
 - Have custody and maintain records of NMBFN accounts and disbursements. At termination of office such records shall be inventoried; active records shall be turned over to the succeeding Treasurer; old records shall be committed to NMBFN files as the President or Board of Directors shall direct; a receipt for same will be obtained. Valuable documents of the NMBFN in depositories or elsewhere shall be jointly inventoried by the outgoing and new Treasurer in the presence of the President prior to transfer of custodianship to the new Treasurer.
 - Perform all duties incident to his office.
8. **Returns and Statements.** It shall be the duty of each officer of this federation to make and file any and all returns, reports, lists or statements required by law to be made and filed by him, and to make full report to the Board of Directors respecting the affairs of the Federation in his charge whenever he or she may be required to do so.

ARTICLE VII

ELECTIONS

1. **Directors.** Members of the Board of Directors are elected representatives of affiliate NMBFN Chapters as provided for by Article IV, section 1 and 2 of these Bylaws. As Chapter representatives, they shall be elected to their positions under the procedures prescribed by their respective Chapters.
2. **Officers.** Officers of the NMBFN shall be elected by the Board of Directors in accordance with procedures as prescribed herein; they shall have such terms of office and eligibility requirements as provided under Article V, Sections 2 and 3.
 - a. Regular elections to fill officer positions shall be conducted during the last meeting of the calendar year. The election shall be by members of the Board of Directors with a quorum present and a plurality vote shall be necessary to elect. Voting for each officer position shall be by a written ballot.
 - b. Should vacancies occur among officer positions, such vacancies may be filled at a regular or special meeting of the Board of Directors, and any officer so elected shall hold office until the end of the normal term or until his successor shall be elected and shall qualify.

ARTICLE VIII

SPECIAL COMMITTEES

Special committees may be appointed by the President, subject to concurrence in their composition and purpose by the Board of directors, for closely defined purposes.

ARTICLE IX

CONDUCT OF MEETINGS

1. **Rules of Order.** The Rules of Order, inclusive of Order of Business adopted for meetings conducted by NMBFN is appended to these Bylaws as Appendix I, Rules of Order.
2. **Parliamentary Procedures.** Except as otherwise specifically provided in the NMBFN Articles of Bylaws, all questions of order or procedure with respect to any meeting in action of this organization, its Board of Directors; Executive Committee, or any committee appointed hereunder shall be determined in accordance with "Robert's Rules of Order (as revised)."

ARTICLE X

MEETINGS OF INDIVIDUAL MEMBERS

1. **Frequency of Meetings.** Meetings of individual members of the NMBFN shall be conducted on a date at a time and place designated by the Board of Directors; purpose of such meeting shall be to pass on required reports and to transact other business as appropriate.
2. **Notification.** Written notice of meetings of members stating the purpose of the meeting shall be delivered, mailed, or emailed to the NMBFN Chapters for distribution to each Chapter member not less than thirty (30) days before the day of the meeting.
3. **Quorum.** Twelve percent (12%) of the total NMBFN membership, representative of a minimum of one-third of the affiliate NMBFN Chapters are holding active B.A.S.S. membership, shall constitute a quorum for the transaction of business at all meetings of the individual membership.
4. **Voting.** Each member of the NMBFN, who by active membership in their NMBFN Chapter and are qualified to vote and are present, shall be entitled to one (1) vote on each matter submitted to a vote at meeting of individual members.

ARTICLE XI

AUTHORITY OF REPRESENTATION

1. **President's Conference.** The NMBFN and its affiliate Chapters are an affiliate of the Bass Anglers Sportsman Society National Federation Nation and it shall be necessary from time to time to have representation at the national office or

elsewhere to obtain information and new policies and procedures and to add the NMBFN's voice and vote in national B.A.S.S. matters, the NMBFN shall have the power to pay the necessary expenses of its representative(s) to each annual B.A.S.S. President's Conference as are deemed necessary by the Board of Directors.

2. **Divisional Tournament.** NMBFN tournament competitions are directed towards the selection of members for the NMBFN State Team which shall represent the NMBFN and its members in the B.A.S.S. tournaments. In recognition of the importance of the divisional tournament to the NMBFN membership, the NMBFN shall have the power to assist participating team members with the expenses associated with participation in the divisional event.

ARTICLE XII

FEDERATION TOURNAMENTS

1. **Location and Dates of Execution.** The dates and location for the NMBFN's qualifying tournaments shall be as established by vote of the Board of Directors during the fourth meeting of the calendar year. Voting shall be by Directors qualified under Article IV, Section 2 of these Bylaws.
2. **Tournament Eligibility Requirements.**
 - a. NMBFN Chapters shall be in compliance with Article III, Section 4 and Article IV, Section 2, (4) of these Bylaws to be eligible to participate in the NMBFN tournaments (excluding open tournaments).
 - b. New Chapters or Chapters whose membership is pending must be in compliance with article III, Section 3 of these Bylaws and have received confirmation of B.A.S.S. acceptance for affiliation not later than one (1) week preceding the tournament date.
 - c. Reinstated Chapters shall be considered under the same requirements as newly affiliated Chapters – Section 2, b of this article.
3. **Rules and Regulations.** The rules and regulations governing conduct of the NMBFN's tournaments shall be based on the current "B.A.S.S. Federation Nation Divisional Tournament Official Rules" as may be amended by the exceptions determined by the Tournament Director and approved by the Board of Directors. Such rules shall be distributed or made available electronically to tournament registered participants. Exceptions ("Exceptions to The Rules") shall be those amendments required in the rules because of conflict with NMBFN rules or policy and those required to adapt the rules to the tournament site and waters. NMBFN rules which shall not be amended by imposition of the B.A.S.S. rules are contained in appendix II, NMBFN Tournament Rules and Policy to the Bylaws.

ARTICLE XIII

MISCELLANEOUS

1. **Contracts on Behalf of NMBFN.** The Board of Directors may authorize any officer or officers, agent or agents, employee or employees to enter into any contract or other instrument on behalf of the NMBFN and such authority may be general or confined to specific instances. Except as herein provided or as authorized by the Board of Directors, no officer, agent, or employee, other than the President and those officers granted special authority under Article VI of these Bylaws, shall have any power or authority to bind the NMBFN by any contract or engagement, or to pledge its credit or to render it liable, for any purpose or for any amount.
2. **Fiscal Year.** The Fiscal Year of the NMBFN shall begin on January 1 and end on December 31.
3. **Audits.** The option to audit the financial books and accounts is prescribed in Article IV, Section 10; however, the books and records of the NMBFN may be audited by a certified public accountant selected by the Board of Directors if the Board so elects.
4. **Endorsements for Public Office.** The NMBFN shall not endorse or recommend any candidate for public office, nor shall partisan politics or sectarian religion be debated by members in meetings of the NMBFN.
5. **Conflict of Interest.** No officer or member of the Board of Directors shall use his position as a means of furthering any personal, political, or other aspiration, nor shall the NMBFN as a whole, take part in any movement not in keeping with its purpose and objectives.
6. **Sources of NMBFN Income.** Funds for support and maintenance of the NMBFN will be derived from the annual dues, NMBFN qualifying tournaments, other NMBFN sponsored tournaments, assessments, special "activity related" projects, fund raising efforts and donations. Under no circumstances may the NMBFN accept monetary assistance from individuals, businesses, corporations or government agencies, if there is prima facie evidence that the goals of these entities are contrary to the primary goals of the NMBFN.

ARTICLE XIV

AMENDMENTS

1. **Article of Incorporation.**
 - a. The Articles of Incorporation may be amended at any Board of Directors meeting at which there is a quorum by two-thirds vote of the members present, provided written notice of the proposed amendment has been presented to all members of the Board of Directors at least fourteen (14) days prior to the vote.
 - b. A copy of all amendments to the Articles of Incorporation shall be filed with the Secretary of State within thirty (30) days after their passage pursuant to "New Mexico Nonprofit Corporation Act."

2. **Bylaws.** These Bylaws may be amended at any Board of Directors meeting at which there is a quorum by two-thirds vote of the directors present, provided the proposed amendment has been presented to all members at least fourteen (14) days prior to vote.

ARTICLE XV

STANDING RULES

1. **Amendment of Standing Rules.** The Standing Rules of the NMBFN were adopted by rule of the majority; they are therefore subject to the will of the majority at any Board of Directors meeting and may be suspended, modified, or rescinded by a majority vote, with a quorum present, without the delay incident to giving written notice.
2. **Dissemination of NMBFN Chapters' Rosters.** A roster of NMBFN Chapters may not be given to any individual or organization outside the NMBFN unless approved by the Executive Committee.
3. **Trip Reimbursement, Representation at Bassmasters Classic.** It shall be NMBFN policy that representation (if requested by BFN) at the Bassmasters Classic and President's Conference shall be reimbursed for costs of trip, i.e. commercial transportation costs or personal occupancy vehicle fuel costs both ways plus food and lodging costs en route and during return. Lodging and food costs shall be substantiated by a voucher/receipt and exclude costs for spouse if accompanying.
4. **Catch and Release.** The program of catch and release shall be enforced for all NMBFN tournaments.
5. **NMBFN State Team Expenses.** NMBFN State Team members who qualify for the Divisional Tournaments shall be provided financial assistance to help compensate for an individual's expenses incurred during the course of traveling and participating in the tournament. The assistance shall be determined based on the following guidelines: Mileage to and from place of residence to tournament area at the rate of 0.20 per mile, daily expenses while in tournament area at the rate of \$40 per day, members with boats shall be compensated at the rate of \$60 per day. Additional or reduced funds may be provided depending on the fiscal status of the NMBFN at the time of distribution. Expenses for accompanying family members or friends shall not be borne by the NMBFN.
6. **Interpretation of Bylaws and Standing Rules.** The final authority for interpretation of these Bylaws and Standing Rules shall rest with the Board of Directors.
7. **NMBFN Scholarship Fund.** The Board of Directors has the responsibility to establish the number of scholarships to be awarded each year on scholarship fund donations and fiscal status of the NMBFN.

- a. The requirements to applying for and receive a NMBFN Scholarship are set forth below:
 - i. All scholarship applicants must be a resident of the State of New Mexico or state who has a NMBFN affiliated Chapter.
 - ii. Applicants must be attending or apply to attend a degree program as a full time student in an accredited two (2) or four (4) year college or university.
 - iii. Applicants must have a cumulative grade point average of 3.0 or higher and submit a high school, college or university transcript that clearly establishes the cumulative grade point average.
 - iv. Applicants must submit a letter telling why this scholarship is needed and describe the field of study he or she will enter into and why this field of study was chosen.
 - v. Applicants must submit a paper that addresses a current environmental or conservation concern in the state of New Mexico or in a state that has a NMBFN affiliated Chapter. This paper must clearly define the current environmental or conservation concern and provide suggested alternatives to solve or alleviate that concern. Applicants must consent to publication of their paper in Big Mouth, B.A.S.S. Times, or other local publications.
 - vi. Applicants will direct their application, letter, and paper to the President of the NMBFN by August 1 each year.
 - vii. Applicants must be full time students.
- b. The NMBFN will process and award scholarships as follows:
 - i. Each scholarship award will be \$500.
 - ii. The Board of Directors will approve a Scholarship Fund Review Committee annually by July 1 each year. Members of this committee will consist of unbiased parties; such as teachers, environmentalists, conservationists and State and Federal government personnel
 - iii. The President will forward any applications, letters, and papers to the Review Board by August 15 each year with instructions on numbers of scholarships to be awarded.
 - iv. After consideration of items in Section (A), the Review Board will give preference to applicants attending schools within New Mexico or state who has a NMBFN affiliated Chapter., but with consideration to merit or number of applicants, will not exclude schools outside that area.

- v. Review Board members must return selected applicant's paperwork to the President within five (5) days of their receipt of applications.
- vi. The NMBFN President will sit as a member of the Review Board for the sole purpose of breaking ties, review and final approval of successful applicants.
- vii. The President will notify successful applicants by letter with a copy to the NMBFN Secretary/Treasurer stating the recipients and alternates for the scholarships.
- viii. NMBFN Secretary/Treasurer will use this notification letter as the authority to distribute the scholarship fund to the applicant(s) upon proof that the applicant has enrolled as a full time student. If a recipient fails to enroll as a full time student at a college or university then the scholarship will go to the next alternate.
- ix. The Board of Directors will consider replenishment of the scholarship fund during the regular scheduled NMBFN Board of Directors meeting for the fourth quarter.

8. Team Duties and Responsibilities.

- a. The Team Captain will hold a team meeting "prior" to first day of official practice of the Western Divisional. The Team Captain shall ensure that all team members are paired up for the official practice days. Safety on all lakes is a primary concern; two members should go out when possible.
- b. Each member of the 13 person team, (or 14 person team should the President go), will receive funds to assist the member with costs associated with attendance at the tournament. All members on the 12 person state team will receive equal share of all winnings. If the alternate attends the Western Divisional they will receive a minimum of a ½ share of the winnings. If the alternate has to compete any day of the Western Divisional tournament they will receive a full share of tournament winnings. Juniors will receive a pro-rated share based upon their two days of attendance. All prize money would go back into the NMBFN Junior travel funds.
- c. The president or Team Captain has the right to delete a person from the team at the site or before going to the site; if the member doesn't attend meetings or if the member isn't representing the State Team of NM in proper conduct or language.
- d. The team has a responsibility to participate as a team in fund raising activities. This should begin immediately after the final tournament of the preceding year. All monies will be turned over to the NMBFN for distribution.
- e. The NMBFN will provide \$700.00 to the angler who continues on after the Divisionals to the National Championship.

- f. The NMBFN will provide a minimum of \$500.00 to the angler who advances to the Bassmasters Classic. The NMBFN will hold a special Directors meeting to determine additional assistance for the angler.
- g. Should the State NMBFN President be present on the team as one of the fishing members, the Team Captain can option his or her rights and the President can accept the responsibilities of the Team Captain.
- h. It shall be the Team Captain's responsibility to:
 - i. Acquire shirts and caps,
 - ii. Communicate with sponsors,
 - iii. Initiate fund raising efforts,
 - iv. Provide for timely meetings at the site of the Western Divisional Tournament,
 - v. Attend meetings of B.A.S.S. at the site, as necessary,
 - vi. Hold and deliver all sponsor products to the site,
 - vii. Communicate tournament information with all team members,
 - viii. Provide team member information to B.A.S.S., when requested,
 - ix. Provide the team members with a copy of the section of the NMBFN Bylaws that state their duties and responsibilities to the NMBFN,
 - x. Have the members sign-off that they understand their duties to the NMBFN,
 - xi. Return all monies won for proper distribution by the NMBFN Treasurer.
- i. The alternate shall:
 - i. Stay off of the water except for periods allowed by BFN rules,
 - ii. Attend all team meetings,
 - iii. Attend B.A.S.S. meetings as time allows for the Team Captain or President while either of the above is on the water or as requested by either of the above,

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APPENDIX I

RULES OF ORDER TO NMBFN BYLAWS

1. **General.**
 - a. These rules constitute the Rules of Order for the conduct of Board of Director's meetings for the **NMBFN**.
 - b. The rules contained in "Roberts Rules of Order (as revised)" shall govern the **NMBFN** in all cases to which they are applicable, and in which they are consistent with these Rules of Order, the Bylaws or Articles of Incorporation of the Federation.
2. **Call to Order.** Regular meetings of the Board of Directors shall be convened on such dates and at such a place as shall be determined and announced in accordance with Section 4. Article IV of the Bylaws; and, it shall be the duty of the President to call the meeting to order at the appointed time, to preside over the meeting, to announce the business before the Directors in its proper order, to state and put all questions properly brought before the Directors, to preserve order and decorum, and to decide all questions of order.
3. **Order of Business.** The Order of Business for the **NMBFN** Board of Director's meetings shall be as follows:
 - Call to order by the **NMBFN** President
 - Introduction by the President
 - Call of roll and introduction of Chapter Directors present Introduction of distinguished guests and **NMBFN** officials
 - Presentation of minutes of preceding meeting
 - Presentation of Financial Statement
 - Reports of Committees
 - Unfinished Business (Old Business)
 - New Business
 - Programmed activity, if applicable
 - Adjournment
4. **New Mexico Game & Fish Commission Representation.** A, Fisheries Division representative of the New Mexico Game & Fish Commission, shall be extended an invitation to participate in a regular Board of Directors meeting that the Board of Directors or Executive Committee want to extend the invitation. The NMG&FC representative's report shall be awarded the same order as a report from a

Standing Committee. Invitation to NMG&FC shall be extended by the President or Conservation Director, no later than 30 days in advance of meeting date.

5. **Assumption of Office.** Terms of office, procedures for elections and guidelines for assumption of office by NMBFN officials are prescribed in Article V and VII of the Bylaws. Officials elected during the last meeting of the calendar year shall assume office immediately following the administering of the oath of office by the incumbent President. The period between elections and the first quarter meeting of the following calendar year shall be utilized as a transition period to allow incumbent officials to complete any unfinished business and to familiarize newly elected officials with all pending or ongoing agendas.

6. **Presentation and Swearing in of New Officials.**

- a. The swearing in of newly elected officials shall be scheduled for conduct as the last item of business in the fourth quarter meeting of each calendar year.
- b. The swearing in of the new President and newly elected officials shall be accomplished by the incumbent President, first, by oath administered separately to the new President. For each occasion, incumbent president shall administer the following oath to which each electee responds with the words, "I Do!"

Oath: "DO YOU SOLEMNLY SWEAR THAT AS AN ELECTED OFFICIAL OF THE NEW MEXICO B.A.S.S. CHAPTER FEDERATION NATION, YOU WILL FAITHFULLY AND WILLFULLY EXECUTE THE DUTIES OF YOUR OFFICE; THAT YOU WILL ACCOMPLISH THOSE TASKS RELATED WITH YOUR DUTIES, WITH THE HIGHEST DEGREE OF INTEGRITY AND IN THE BEST INTERESTS OF THE FEDERATION NATION AND ITS MEMBERSHIP?"

ANSWER: "I DO!"

- c. Should an incumbent President not be present to conduct the presentation and swearing in ceremony, it shall be accomplished by an incumbent official or director as the Board of Directors shall direct.
7. **Amendments of Rules of Order.** These rules can be amended at any regular meeting of the Directors, by two-thirds vote, with a quorum present, provided the amendment was submitted in writing at the previous regular meeting.

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APPENDIX II

NMBFN TOURNAMENT GUIDELINES

1. The **NMBFN** Tournament Trail will consist of four qualifying tournaments to determine the Top 12 traveling team for the next B.A.S.S. Western divisional tournament. The Top 12 traveling team is determined by the top 12 NMBFN members accumulating the most points in 3 out of the 4 qualifying tournaments. The member accumulating the most points using 3 out of 4 qualifying tournaments is the State Champion and team captain. The first 6 qualifiers have the option of using their boat. Top 12 members that are not able to compete in the divisional tournament will be replaced starting with 13th place finisher. The highest finishing nonboater, if not already in the Top 12 in point standings, will become the 12th man on the traveling team and the 12th man will become the alternate (13th).
2. The top 12 qualifying tournaments will be held on lakes determined by the Board of Directors third quarter meeting. Tournament waters located in New Mexico will be given preference over waters out of the state. To preserve continuity from year to year tournament dates will correspond to the previous year's dates. Tournament sites will be rotated through the dates so each site will be experienced under prime conditions every 4 years.
3. One of the qualifying tournaments will be designated as the President's Cup by the Board of Directors at the third quarter meeting. Typically, the President's Cup is the final qualifying tournament to determine the Top 12 traveling team. Each year, the President's Cup will rotate to the lake selected for the final qualifying tournament. The Chapter Club that is geographically closest to the tournament location will assist with logistical arrangements for the tournament, banquet, and auction.
4. All NMBFN tournaments will be two (2) competition days with one (1) pre-fish day. The pre-fish day will be considered an official practice day and all rules and regulations applying to tournament days will also apply to the official practice day.
5. It shall be NMBFN policy that the tournament waters are off-limits starting on Sunday at 12:00 midnight through Friday morning safe day light of the week immediately preceding the tournament execution days. The Tournament Director may modify the off-limits dates to accommodate holidays or other extenuating circumstances.
6. There will be a 75 percent (75%) pay back of NMBFN entry fees at 1 in 6.
7. It shall be NMBFN policy to track pounds and ounces of tournament bass weighed by competitors. In case of a tie, team or individual, the following tie-breakers will be used in order: 1) The individual with the largest number of legal fish weighed in during the competition; 2) The individual with the largest number of legal **LIVE** fish weighed in during the competition; 3) The individual with the heaviest single-day catch during competition; 4) The individual with the second-heaviest single-day

- catch during competition. In the unlikely event that teams or team champions remain tied after these four tie-breakers are employed, then a flip of a coin will be used to determine the winner(s), and the money, if any, will be equally split.
8. It shall be NMBFN policy that any person bringing a boat will get to use their boat each day in NMBFN qualifying tournaments. Any person bringing a boat and non-boater will get to use their boat both days in NMBFN qualifying tournaments and will not incur any additional expense. Any person that signs up with an "observer" or does not sign up with a nonboater, that person will be assessed an additional \$50 entry fee to cover boat gas for the boaters who are selected to fish alone. An "observer" doesn't have control of the boat or any influence on where to fish but is allowed to fun fish from the back of boat and assist (if willing) with the netting of the boater's fish. The observer is not allowed to discuss, share, or divulge any information with anyone in the tournament. The "observer" will not weigh in any fish and should go out each day of the tournament.
 9. Participation in NMBFN tournaments shall be open to the Chapters and members of the NMBFN who have been declared eligible (see Article II for eligibility). Junior anglers may compete in a NMBFN qualifying tournament without obtaining full adult membership as outlined in Article III. The Junior will not be eligible to qualify for the State Team. If a Junior wishes to try to qualify for the NM State Team, then they must declare their intentions in writing prior to the first NMBFN qualifying event. If a Junior intends to declare their intentions to qualify for the NM State Team, then they must be in full compliance with Article III, membership and will not be eligible for advancing to Divisionals under the Junior program.
 10. No person shall be barred from participation in NMBFN tournaments due to race, creed, color, or sex. Age and physical requirements shall be as established by B.A.S.S. tournament rules.
 11. Each member entered in a NMBFN tournament (excluding Open/fund raising tournaments) must be a member in good standing of their Chapter, NMBFN, B.A.S.S. National Federation Nation and with B.A.S.S. on or prior to the execution dates of the tournaments.
 12. Individuals who operate a boat during any NMBFN tournament must have documented proof of boating liability insurance meeting B.A.S.S. Federation Nation minimum requirements (currently \$300,000). Such documented proof must show an effective date and expiration date that includes the tournament dates they are fishing in and must be in possession of the boat operator.
 13. Contestants in NMBFN tournaments may use dip nets.
 14. The 250 horsepower limitation on outboard engines imposed by B.A.S.S. is in effect for NMBFN tournaments. Additionally, the horsepower of the outboard engine must not exceed the rating specified on the U.S. Coast Guard plate attached to the boat by the manufacture.
 15. The NMBFN Angler of the Year will be determined each year by the member accumulating the most qualifying points counting all 4 qualifying tournaments.

16. The NMBFN will recognize and award the non-boater accumulating the most points in 3 of the 4 qualifying tournaments as the "Non-Boater of the Year."(see Rule 1 for State Team applicability)
17. The NMBFN will present annual awards to recognize the following achievements as determined by the proper vote of the Board of Directors:
 - Club of the Year- club that contributed the greatest to the overall betterment and success of the NMBFN
 - Community Service- club that provided the greatest quantity and best services or projects to their local community
 - Youth Chapter- Club that either established or provided the best junior chapter in terms of Junior programs, services provided to community, conservation activities, and educational activities.
 - Director of the Year- The club Director that went above and beyond normal Director duties and contributed the greatest to the overall betterment and success of the NMBFN
 - Man/Woman of the year- the person(s) (do not necessarily have to be NMBFN member) that went above and beyond the call of duty in supporting, developing, assisting, and generally facilitating NMBFN programs, events, or projects.
 - These will be presented at the annual President's Cup Tournament or related award banquet.
18. Outgoing Officers and Directors will receive appropriate recognition for cooperation and participation in meeting the goals and objectives of the NMBFN. These will be presented at the annual President's Cup or related awards banquet.
19. Special recognition awards will be determined and presented by the NMBFN President at the President's Cup Tournament or related awards banquet.
20. Amendments of NMBFN Tournament rules shall be as provided for under the provisions of Section 2, Article XIV of the Bylaws.