



Bylaws of the Western International Forest Disease Work Conference

Passed by Vote of the Assembly at the Business Meeting
October 2, 1998

Article I Objectives

The Western International Forest Disease Work Conference (WIFDWC) was formed in 1953 to provide a forum for information exchange among forest pathologists in western North America. The primary objectives of the organization are:

To exchange information on forest pests and related matters through periodic meetings and other appropriate means,

To promote education, research and extension activities in forest pathology,

To sustain and improve the health of western North America's forests.

Article 2 Membership

Membership is open to individuals who are engaged in forest pathology related endeavors in western North America. These include but are not limited to: research, survey, management, teaching or extension activities pertaining to tree diseases, forest health, or deterioration of forest products.

Western North America is defined as Canada: British Columbia, Yukon, Alberta, Manitoba, Saskatchewan; United States: Washington, Oregon, California, Idaho, Nevada, Utah, Arizona, Montana, Wyoming, Colorado, New Mexico, North Dakota, South Dakota, Nebraska, Kansas, Alaska, Hawaii, Guam, the Commonwealth of the Northern Mariana Islands and other Pacific Islands in Micronesia; and all of Mexico.

Membership is established after attending one Western International Forest Disease Work Conference. Members must attend another Western International Forest Disease Work Conference within 5 years or their membership is no longer valid.

~~Honorary members are WIFDWC members who have retired from continuous employment in the field of forest pathology. A list of honorary members will be published in~~

~~the Proceedings of each meeting~~ [replaced with text below at 2000 Business Meeting].

Honorary Life Membership will be automatically awarded to those members of WIFDWC (as defined above) who have attend at least 5 previous meetings of WIFDWC, and have retired from active forest pathology endeavors. Newly retired members who met this criteria should notify the current WIFDWC Chairperson of their status. Other members who have retired but do not meet the attendance criteria, or other outstanding contributors to the field of Forest Pathology, may request, or be proposed for Honorary Life Membership, by members present at an annual business meeting.

A list of Honorary Life Members will be published in the Proceeding of each meeting.

A 50% or more reduction in the registration fees for Honorary Life Members, to include a copy of the Proceedings, should be considered by the Executive Committee, as per Article 7, amended in 1999. [as amended and passed at 2000 Business Meeting]

Article 3 Officers

WIFDWC officers will include a chairperson, secretary, treasurer, and historian. The chairperson and secretary will be elected by majority vote of the membership at the annual business meeting. If there is no majority, an acting chairperson will be appointed by the current chairperson. The tenure of the chairperson and secretary begins at the conclusion of the WIFDWC meeting where they were elected and ends when all business from their year's WIFDWC is completed. The treasurer, and historian will be elected every five years, to serve for the following 5 years.

Executive Committee

The Executive Committee may invite non-member speakers to the annual meeting and pay their travel expenses from conference registration fees [by motion passed in 1999, wording by B. Geils, 2004].

Duties of the Chairperson

At each WIFDWC, the chairperson will run the general and business meetings. The chairperson will appoint an interim program chairperson at the start of each WIFDWC to gather suggestions and opinions to guide the conference in the planning of next year's conference. The chairperson will also appoint three members to serve as the "railroad committee" to nominate candidates for next year's chairperson and secretary (and every fifth year, treasurer and historian). The chairperson may appoint members to assist in conducting the affairs of the Conference including but not limited to: local arrangements chairperson and program chairperson. The chairperson, secretary, treasurer and other appointees together form the executive committee. The chairperson may also appoint ad hoc committees and their chairpersons as deemed necessary to assist in carrying out the mission of WIFDWC.

In the event that the chairperson cannot carry out their duties, the previous chairperson will carry them out. If other members of the executive committee cannot or will not carry out their duties the chairperson may appoint a replacement.

Duties of the Secretary

The secretary shall maintain the membership and mailing lists. The secretary shall send out meeting notices to the membership, take minutes at the business meeting, and compile and distribute the Conference proceedings.

The secretary will query all honorary life members to determine if they want to receive a free copy of the proceedings and only those responding in the affirmative will receive a copy. [by motion passed in 1999, moved from Article 9]

Duties of the Treasurer

The treasurer shall receive all payments, be custodian of WIFDWC funds, keep an account of all moneys received and expended, and make commitments and disbursements authorized by the chairperson. At the annual business meeting the treasurer shall make a fall report covering the financial affairs of WIFDWC. All funds, records and vouchers in the treasurer's control should be subject to inspection by the executive committee.

Duties of the Historian

The historian will keep a complete set of WIFDWC proceedings and answer any inquires as needed. The historian will contact the WIFDWC secretary and provide the address for mailing the archival copy of the proceedings.

Compensation

Officers will not be compensated for their services.

Non-liability of Officers

The officers shall not be personally liable for the debts, liabilities or other obligations of WIFDWC.

Article 4 Decision Making Process _____

The business meeting will be run by Roberts Rules of Order. Meetings are open to the public and non-members may participate in meetings. Only members may vote.

Decisions will be made by majority, with each member granted one vote. Votes may be called for at the annual business meeting. A quorum is reached when more than 25 members are present.

Article 5 Finances _____

Expenditures

The chairperson may authorize expenditures of WIFDWC funds. Checks, orders for payment, etc. may be signed by the treasurer, or other person designated by the chairperson. The executive committee may determine which and how many, outside speakers they want to invite, and travel costs for such speakers can be paid from registration fees.

Contracts

The chairperson may authorize any officer or agent of WIFDWC to enter into a contract on behalf of WIFDWC. Unless so authorized, no person shall have any authority to bind WIFDWC to any contract.

Gifts

The chairperson or the treasurer may accept on behalf of the WIFDWC any contribution, gift, or bequest. Commercial sponsorship of conference special events is not allowed.

Fiscal year

The WIFDWC fiscal year shall begin on the first of January and end on the last day of December.

Article 6 Bylaws

Amendments

Changes to bylaws shall be presented to all WIFDWC members for review. The by-laws may be amended by a 2/3 majority vote, queried at a business meeting.

Article 7 Meetings

Frequency

The WIFDWC endorses holding annual meetings but will, on vote of the membership, change the time of any particular meeting when circumstances dictate that such action be taken.

Date

WIFDWC endorses holding meetings in late Summer but will, change the interval between any two meetings when circumstances dictate that such an action be taken.

Registration

Registration will be reduced by half, if possible, for graduate students and Honorary Life Members. It will be at the discretion of the WIFDWC Executive Committee for each meeting to offer a further reduction in fees to graduate students and Honorary Life Members and to offer a further reduced fees to others such as retired professional and visitors. [added by motion passed in 1999]

Article 8 Committees

The following are standing committees of WIFDWC: Hazard Trees Committee, Dwarf Mistletoe Committee, Root Disease Committee, Rust Committee, ~~Disease Control Committee~~ [disbanded 2002], Nursery Pathology Committee [established 2002].

Article 9 Proceedings

Papers for each year's proceedings must be submitted to the secretary by November 1 of the year of the meeting.

Distribution of proceedings is made to all paid registrants and honorary members who have indicated a desire to receive them and will be made available to others at cost.

~~The secretary will query all honorary life members to determine if they want to receive a free copy of the proceedings and only those responding in the affirmative will receive a copy.~~[by motion passed in 1999, moved to Article 3]

Select Motions and Decisions

1998

Outstanding Achievement Award—established.

1999

Honorary Life Members—members added and provisions discussed (see 1996 Proceedings for historic retrospective on HLM).

Assisting Outside Speakers—amendment passed.

Website—Committee Reports and Meeting synopsis by the Chairperson would be posted; web committee (Baker, Muir, and Adams) formed.

2000

Outstanding Achievement Award—staggered committee established and recommendations made.

Joint Meetings with WFIWC—motions passed to meet in 2004, have dual program chairs, form a planning committee in 2001 for the joint meeting.

2001

Disease Control Committee—proposal to reorganize tabled.

2002

Standing Committees—motion passed to disband Disease Control and establish Nursery Pathology Committee.