

~~IBA Research and Management~~

~~Bylaws and Organizational Structure, (5 June 2007 proposed revision)~~

**International Association for Bear Research and Management,
Inc.**

Bylaws and Organizational Structure

(Last revised (date))

Article I. Description

Section 1. Name

The name of this professional organization shall be the International Association for Bear Research and Management, Inc., hereafter referred to as the IBA.

Section 2. Preface

Conservation of the eight bear species of the world pose significant research and management challenges ~~problems~~ to governments, local authorities, wildlife biologists, land managers, park personnel, tribal councils, and private land owners. ~~The public endures hardships caused by bears;~~ if bears are to persist in their wild state. Although there are sometimes conflicts between bears and humans, the public wants bears to survive. Responsibility for conservation of bears and their habitats rests with numerous national and local governmental ~~resource~~-agencies and councils. Encroaching civilization involving land-use conflicts and utilization of landscapes by human beings that are necessary to maintain bears in the environment has resulted in the decline or disappearance of bear habitat and bear populations in portions of their ranges. Continued viability of populations and the possible restoration of bears in certain areas will be largely contingent upon a cooperative approach towards research, management, land use, and education, and will increase in cost as land values escalate. The IBA, a nonprofit corporation whose membership consists ~~an association~~ primarily of professional biologists with an interest in bears, recognizes these difficult bear conservation issues ~~research and management problems~~ faced by agencies and governments and is dedicated to developing science-based strategies to ensure co-existence of bears and humans.

Section 3. Statement of Purpose

In addition to the goals and purposes set forth in the Articles of Incorporation, the IBA ~~also~~ acts in an advisory capacity to facilitate cooperation in bear conservation, management, research, and education functions among various governments, agencies, and councils responsible for bears and their habitat. In addition, IBA maintains close association with the World Conservation Union (International Union for Conservation of Nature, IUCN) ~~International Union for Conservation of Nature, IUCN/Species Survival Commission (SSC)~~ by appointing the chairperson(s) of the IUCN/SSC Bear Specialist Group. ~~By this there is no intention to subvert management authority from such agencies but rather to~~ IBA (1) actively encourages development of effective science-based conservation strategies for all bear species; (2) provides for and encourages coordination and exchange of information, pooled data, and draft management proposals; (3) provides liaison with

affiliate and other groups with similar interests; (4) provides a format for conducting workshops, panels, and conferences on bear research and management topics; and (5) when it is essential, or when called upon, to take a collective stand on issues.

Section 4. Goal and Objectives

The goal of the International Association for Bear Research and Management (IBA) is to achieve ~~promote~~ the conservation and restoration of the world's bears through science-based research, management, and education.

Objectives: In support of this goal, IBA's objectives are to:

1. **Foster** ~~Promote and foster~~ well-designed research of the highest professional standards.
2. **Support** ~~Develop and support~~ sound stewardship of the of the world's bears through scientifically-based population and habitat management.
3. Publish and distribute ~~through its conferences and publications,~~ peer-reviewed scientific and technical information of high quality addressing broad issues of bear ecology, conservation, and management.
4. Encourage communication and collaboration across scientific disciplines and among bear researchers, managers, conservationists, educators and zoo professionals through conferences, workshops, and newsletters.
5. Increase public awareness and understanding of bear ecology, conservation, and management by encouraging the translation of technical information into popular literature and other media, as well as through other educational forums.
6. **Foster** ~~Encourage~~ the professional growth and development of our IBA's members.
7. Provide professional counsel and advice on issues of natural resource policy related to bear management and conservation.
8. Maintain the highest standards of professional ethics and scientific integrity.
9. Encourage full international participation in the IBA through the siting of conferences, active recruitment of international members and officers, and through financial support for international research, travel to meetings, memberships, and journal subscriptions.
10. Through its integrated relationship with the Bear Specialist Group of the World Conservation Union (IUCN)/Species Survival Commission, identify priorities in bear research and management and recruit project proposals to the IBA Research and Conservation Grants Program that address these priorities.
11. Build an endowment and a future funding base to provide ongoing support for IBA core functions and for the IBA Research and Conservation Grants Program.
12. Support innovative solutions to bear conservation dilemmas that involve local communities as well as national or regional governments and, to the extent possible, address their needs without compromising bear conservation, recognizing that conservation is most successful where human communities are stable and can experience benefits from conservation efforts.
13. Form partnerships with other institutions to achieve conservation goals, where partnerships could provide additional funding, knowledge of geographical areas, or expertise in scientific or non-scientific sectors.

Section 5. Composition

The IBA shall be composed of individuals dedicated to ~~professional research and management people, students and others interested in bear~~ conservation

through research, science based management, and education regardless of race, sex, religion, politics, or nationality.

Article II. Membership

Section 1. Memberships

Members are those who pay yearly dues. However, at the discretion of the Secretary in accordance with policies developed by the IBA Council, which serves as the Board of Directors, complimentary memberships may be provided to key individuals involved in bear research or management who reside in countries where membership dues are less affordable for wildlife professionals or for other purposes to further the goals of the IBA ~~it is difficult to obtain foreign exchange.~~

Section 2. Voting Eligibility

All members who have paid yearly dues or are issued complimentary memberships are eligible to vote.

Section 3. Dues

The annual dues rates and structure shall be approved by a majority vote of the Council as required ~~needed~~ to meet the financial needs of the IBA. Dues shall be payable on a calendar year basis.

Section 4. Privileges

All members shall be entitled to vote in elections or on bylaw amendments and resolutions, and to hold office. Members may represent the IBA officially when appointed to do so by the Council or the President in lieu of the Council. All members shall receive the quarterly ~~occasional and serial~~ publication the Association, however, conference Proceedings shall be sold at a fee set by the Council. of International Bear News by mail or electronically. Receipt of IBA's technical journal Ursus may be linked to membership type or arranged through separate purchase, dependent upon fee structures set at the discretion of Council for the mutual benefit of members and the IBA.

Section 5. Discrimination

In any of its functions, IBA will not tolerate discrimination against any person on the basis of gender, sexual orientation, race, religion, country of national origin, or professional discipline. A finding by a two-thirds majority vote of Council that any IBA member, contractor or employee is guilty of discrimination or sexual harassment will be cause for appropriate disciplinary action.

Section 6. Non-Voting Membership

The Board of Directors, in its discretion, may create non-voting memberships on such terms and conditions as may be set out in policies adopted by the Board of Directors, provided that those Policies are otherwise consistent with these Bylaws.

Article III. Organization

Section 1. The Council

In order to carry out its objectives, the IBA shall be governed by a Board of Directors called the Council. The Council shall ~~be a fully volunteer body and thus~~ **consist only of volunteers. To the greatest extent permitted by law,** "Good Samaritan" laws and principles apply **and Council and its members shall not** ~~be~~ legally liable for any actions related to activities of the IBA.

Section 2. Composition

The Council shall be composed of ~~the~~ five officers **named in Article IV:** President, Vice President–Americas, Vice President–Eurasia, Secretary, and Treasurer; and ~~five~~ **five non-officer** five Councillors, **all** elected by the membership of the IBA. The ~~sixth shall be the~~ past President **shall occupy an additional Council seat** unless he/she is elected to another office in which case six Council members will be elected **by the membership**. The IBA recognizes that when regional representation is inadequate, the Council may appoint up to two (2) additional voting members in the interest of achieving better representation and more knowledgeable input for international concerns of bear conservation. The officers will conduct much of the business for the Council and the Association.

Section 3. Quorum

Two-thirds of the Council membership shall constitute a meeting quorum for the transaction of Council business **when meeting at any conference or workshop.** In the event that any member of the Council is unable to attend a meeting, that member is authorized to appoint any qualified regular member of the IBA as his/her alternate, provided that the absent Council member has notified the president in writing that the alternate can explain the absent member's views and vote on pre-announced business.

Section 4. Duties

~~The Council shall meet once per year if possible, or when requested by the President. In the absence of a quorum, a workshop on business can be held. That business, or any other, can be completed by mail, telephone, or other electronic means, if a vote is required or advice must be given to the officers. Council~~ **business will be conducted at meetings in conjunction with IBA conferences or workshops. With the exception of such meetings, Council business will be conducted through electronic means.** The Council shall enact policies and procedures to further the objectives of the IBA as stated in Article I, Section 2, but must comply with Article VII. The Council shall, by **majority vote of a quorum**, fill vacancies for unexpired terms in its membership; develop further objectives and policies of the IBA; organize the structure and function of all publications; and recommend changes in the IBA to the members. The Council shall be responsible for actions taken by the IBA on public issues. The Council may be responsible for writing, proposing and amending the IBA Bylaws, and for presenting them to members of the IBA for approval, subject to Article VIII.

Article IV. Officers

Section 1. General

The Officers shall be elected by the membership. The officers shall conduct and implement the policies and actions of the Council and the IBA.

Section 2. The President

The President shall preside at all meetings of the Council **and the Membership**. In the event that the President is absent or unavailable, the presiding officer shall be as described in Article IV, Sections 3 and 4. The presiding officer shall appoint all committees, including those established by the Council, and shall be the spokesperson for the IBA, except when others are appointed as spokespersons by the Council.

Section 3. The Vice-Presidents

There shall be two Vice-Presidents: Vice President–Americas and Vice President–Eurasia. The two Vice-Presidents shall be assigned to aid the President and will be under the direction of the President. When the President is absent, the Vice Presidents **shall usually** ~~will~~ alternate acting as presiding officer, unless by a vote of Council, the location of the IBA function makes it more appropriate that a specific Vice President presides.

Section 4. The Secretary

The Secretary shall be responsible for recording the minutes of all meetings, maintaining a file of all past minutes and newsletters, **maintaining summary files of issues and actions brought before Council, receiving and tabulating Council and membership votes unless otherwise delegated,** receiving membership applications and renewals, maintaining the membership data file, generating mailing labels for newsletter distribution, selling and distributing IBA proceedings, acting as primary contact for questions regarding IBA, maintaining all non-financial records, coordinating Council input on IBA's web site including making suggestions for additions or improvements, and ensuring that two copies of all new IBA publications are added to both of the official IBA archive collections at the University of Montana and University of Tennessee. The secretary may delegate or contract some of the duties to others with the concurrence of the President. He/she shall report to the President on these matters and will be subject to the instruction of the President. **In the absence of the Secretary, the President may appoint other Council members to fulfill specific roles.** The Secretary shall preside when the President and Vice-Presidents are absent.

Section 5. The Treasurer

The Treasurer shall be responsible for all funds of the IBA. **The Treasurer** He/she shall keep accurate books concerning expenditures and receipts of IBA's funds, maintain the IBA checking account, handle investments, pay bills, receive payment for dues and publications, process credit card payments, arrange for preparation and filing of tax returns, maintain the IBA's US tax-exempt status, issue checks to selected projects as directed by the Chair of the IBA's **Research and Conservation** Grants Review Committee, maintain all financial records, and bill for proceedings' page charges **for IBA's journal, Ursus,** as needed. **In order to maintain IBA's non-profit, tax-exempt status in the US, the Treasurer must be a US citizen.** The Treasurer may delegate or contract some of the duties to others with the concurrence of the President. The Treasurer and President will arrange for an audit of the IBA's financial records following completion of his/her term and will make this audit available for review by members at the primary conference of the IBA **membership business meetings.**

Section 6. Ursus Editor(s)

The editor(s) of the IBA's journal, *Ursus*, shall be selected by the Council and appointed by the President. The editor(s) shall serve with the concurrence of the Council. The editor(s) will be an ex-officio member(s) of Council without voting privileges, and will act as an advisory to Council in publication matters. Editors may overlap in their time in office.

Section 7. The Newsletter Editorial Staff

The Newsletter editor ~~managing editor of the newsletter, *International Bear News*~~, shall be selected by the Council and appointed by the President and shall be responsible for preparing and mailing the IBA's quarterly newsletter, *International Bear News*. **The managing editor shall select additional staff as necessary, subject to appointment by the President and concurrence of the Council.**

Article V. Procedures

Sturgis' Rules of Order will be used unless they conflict with the IBA's Bylaws.

Article VI. Elections

Section 1. Elections

The election of President, Vice President (Americas), Secretary, Treasurer and three Councillors, will occur approximately every three years, in conjunction with the regularly-scheduled triennial Americas Conference. Election of Vice President (Eurasia) and two Councillors, will occur approximately 1 year after the Americas Conference, typically in conjunction with the normally scheduled Eurasia Conference. In the event that problems occur that will not allow holding conferences on this schedule, elections will nevertheless continue on an approximately three-year cycle.

Section 2. Nominations

Six months prior to the conference held in the Americas, the President shall appoint a Nominating Committee. ~~Within 30 days after appointment~~ The Nominating Committee shall provide **the Secretary with** the names of **at least one and usually two** regular members as nominees for each of the four offices, including nominees of Vice President—Americas, but not Vice President—Eurasia, and at least one name for each of the three elected Council seats to the Secretary. to **be filled in the upcoming election, as specified in Section 1 of this Article.** Incumbent officers ~~may~~ **can** be renominated for any position on the Council, **subject to Section 3 of this Article. The Nominating Committee's list of nominees will be provided to the Secretary in time to allow publication in an issue of International Bear News prior to election.** The Secretary will compile the list of nominees received from the Nomination Committee along with any additional nominations. Additional nominations will be accepted by **postal** mail **or email** from any member up until 65 days prior to the conference. Any nominator must certify that nominees are members, have agreed to run for office, and have agreed to serve if elected. All nominations received will be placed on a ballot and circulated to IBA members in the Newsletter, **by mail, by email or on the IBA webpage.**

Section 3. Balloting

The election of all ~~officers~~ **members of Council** shall be by mail **or internet** ballot. Ballots will be provided in a Newsletter, in a separate mailing, **or via secure internet** before the appropriate Conference. Ballots will be accepted by the Secretary or other presidentially appointed official until 8:00 pm the day before the opening of the next conference. **Ballots will be accompanied by candidate statements which may be subject to length limitations.** At the IBA meeting, members of the Nominating Committee who are present, or other members appointed for this purpose, will open and tabulate all **paper** ballots **in addition to those received electronically by the Secretary.** The nominee receiving the largest number of votes for each office shall be elected. The five (six) Council nominees with the largest number of votes shall be elected to Council. In the event of a tie, the presiding Council shall immediately vote by secret ballot to decide the winner. The results of the election shall be reported at the opening of the **business or members meeting at the** conference and in the first Newsletter following the election.

Section 4. Tenure of Office

All elected members of Council shall be installed at the business meeting held in conjunction with an Americas or Eurasian conference. The Vice President (Eurasia) and two **elected** Councillors shall be installed at the Eurasian conference; all other elected **Officers and Councillors** ~~members~~ will be installed at the conference held in the Americas. All elected **Officers and Councillors** ~~members~~ and the past president shall serve a term of approximately 3 years, **usually until** at the next triennial conference. All elected Officers and Councillors are limited to two consecutive terms in a particular office.

Section 5. Vacancies

Vacancies within the Council that may occur during the 3-year term between conferences shall be filled from the membership by a majority vote of a **plurality** ~~majority~~ of Council, or at the Council's discretion, a special election may be held instead. The **new** Council member shall serve until the next regular election held for the position vacated.

Article VII. Periodic Meetings

Section 1. Date and Place

Periodic conferences and associated general membership meetings shall be set by the Council. Conference organizers are expected to follow IBA Conference Guidelines and communicate progress regularly with Council.

When choosing Conference dates and locations, the Council shall consider both a) the regional make-up of the membership and b) how conference siting can positively influence bear conservation in host locations. Selection criteria for conference locations and times will be flexible, but generally there will be two conferences every 3 years with conferences alternating between the Americas and Eurasia. In addition, Council may sponsor additional conferences in "off years", when viable proposals have been received from potential host countries and Council feels that such conferences would further the goals of IBA around the world.

In addition to general conferences, Council may at any time choose to sponsor or provide various types of support for other workshops and meetings. These are typically narrower in scope than general conferences, focusing on specific topics,

species, or regional issues relating to bear conservation, research, and management.

Section 2. Notice to Members

Notice of the specific time and place of the periodic IBA meeting (Conference) shall be sent to the members not less than 1 year prior to the meeting. This shall be the Secretary's responsibility. The general time and place will be selected at least two years in advance.

Article VIII. Bylaws and Resolutions

Section 1. Bylaws

The workings and organization of the IBA shall include only those listed in these Bylaws. Copies of the Bylaws shall be available on the IBA website or to any member upon request to the Secretary.

Section 2. Amendments to the Bylaws and Resolutions.

Resolutions or bylaws amendments may be submitted by any IBA member during the IBA business meetings or to the president at any time. Proposed resolutions or bylaws changes will be published in the Newsletter and/or sent to members by email to provide for discussion and to ask members to submit viewpoints. **Representative viewpoints which are submitted to the Secretary in a timely manner and subject to length limitations, will be published in the following newsletter, distributed to members by mail or email, and/or posted on the IBA website. Ballots for the resolution or bylaw change will be provided with the newsletter that includes the representative viewpoints, by separate mailing, or via Internet, and must receive 2/3 majority of votes cast for passage .**

To accommodate resolution of important issues in a timely manner that is not specifically addressed in the Bylaws, the Council may, by a two-thirds vote, establish interim Bylaw amendments, that will remain in effect until ratified or rejected by member ~~mail-in~~ ballots. Such interim amendments must be published in the next Newsletter or distributed to members by mail or email and be ratified by a two-thirds majority of returned ballots. To facilitate open discussion by members, on proposed amendments to IBA Bylaws or proposed IBA Resolutions, representative viewpoints of members, if available in a timely manner, will be posted on the IBA webpage, International Bear News, or distributed to members by other means. In order to be counted, ballots must be received by the Secretary within 30 days of distribution of representative viewpoints to members following their appearance in the Newsletter.

Article IX. Publications

Section 1. Publications

The IBA shall issue an annual journal, titled *Ursus*, which includes those papers submitted at conferences that are reviewed by peers and accepted by the appropriate IBA editor(s). In addition, at the discretion of the editor(s) and Council, a policy may be adopted to allow inclusion of additional peer-reviewed papers in the journal that are submitted to the editor(s) but not presented at conferences. The IBA shall also publish a serial Newsletter, titled *International*

Bear News, that reports on IBA and Affiliate group news, scientific articles, current literature, **conservation management** problems, **educational issues** and research. English shall be the official language of all IBA proceedings and newsletters.

Section 2. Publication Staff

The Editor(s) of the journal, *Ursus*, following guidelines from the Council, shall be responsible for all matters relating to publication of manuscripts submitted at conferences or submitted during their tenure; e.g., updating publication guidelines provided-by the Publications Committee, selection of referees and sections editors, and drafting of additional staff as appropriate. The Newsletter **Managing** Editor shall be responsible for all matters relating to publication of *International Bear News*.

Section 3. Funding

The funding of IBA publications shall be directed by the Council; normally a Conference fund-raiser may be selected.