

Constitution & Bylaws

THE CONSTITUTION AND BY-LAWS OF THE INDIANA BASS FEDERATION

THESES REVISIONS WERE APPROVED ON DECEMBER 7 2013

ARTICLE I: NAME

The name of this organization shall be the **Indiana Bass Federation** "*hereinafter referred to as the Federation.*"

ARTICLE II: PURPOSE AND OBJECTIVES

The purpose and objectives of this organization are as follows:

1. To serve as an organization in which the individual clubs in the state of Indiana affiliated with a national bass organization may unite to the benefit of their common interest and causes.
2. To act as an agency to assist member clubs in whatever manner deemed practical and beneficial. The Federation shall not infringe upon member clubs contrary to their autonomous entity.
3. To act as an agency between the national bass organization and member clubs in the Federation in whatever matters deemed practical, necessary and beneficial to both parties.
4. To assist and cooperate with the Indiana Department of Natural Resources, U. S. Forest Services and U. S. Fish and Wildlife and their agencies in matters mutually beneficial.
5. To become politically and legally involved in such matters that are not consistent with the goals of a national bass organization and the Federation which may arise on a national, state or local level.
6. To preserve and further the sport of bass angling by actively becoming engaged in the areas of environment, pollution and youth participation.
7. To promote, organize and conduct an annual Indiana Bass Federation tournament or tournaments in a manner consistent with the format and rules of the national bass organization to which the Federation is affiliated to determine the members of a team to represent the state of Indiana at any national bass organization tournament held by a national organization to which the Federation is affiliated.
8. To promote, assist and facilitate the formation of additional bass clubs to become affiliated with a national bass organization and the Federation.

ARTICLE III: MEMBERSHIP

1. All Clubs affiliated with a national bass organization to which the Federation is affiliated and whose principal meeting place is within the state of Indiana are eligible for membership in the Federation, subject to Section 5 and proper payment of all applicable dues and assessments.
2. Individual members of such clubs as stated in Section 1, automatically become members of the Federation.
3. Each club shall be represented by one (1) of its members, who must be a member in good standing and shall be entitled to only one (1) vote on each Federation issue. This does not preclude the attendance at said meetings by additional members of the same club.
4. Should a club of the State Federation decide to drop its membership, it may do so at any time by written request to the state and the national bass organization to which the Federation is affiliated.

5. Any club and/or member may be dropped from membership in the Federation for reasons which are not consistent with the policies of the Federation.
6. The Federation does recognize the establishment of Junior Bass Clubs.

ARTICLE IV: DUES AND MONIES

1. The decision to assess member clubs dues, may be made by a 2/3 majority vote of those Federation representatives present at the next general meeting; after a 30 day written notice has been issued to the Federation member Club.
2. The Federation may accept monies from the national bass organization to which the Federation is affiliated using said monies as indicated by the national organization.
3. Monies may be derived from the sale of Federation patches and decals.
4. Monies may be derived from special projects which may be sponsored by this organization. Such projects must be consistent with the goals and policies of the organization and approved by the Board of Directors of the Federation.
5. Monies in excess of cost in the operation of Federation tournaments or special programs shall revert to a designated fund only for said tournament (s) or special program.
6. Under no circumstances shall the Federation accept monetary or in kind assistance from individuals, businesses, corporations, government agencies, or any other donors, if there is prima facie evidence that the goals of these entities are contrary to those of the organization.
7. Upon dissolution or liquidation of the corporation, any assets of the corporation remaining after payment of all liabilities and obligations of the corporation shall be distributed only to one or more non-profit organizations engaged in activities similar to those of this corporation.

ARTICLE V: BOARD OF DIRECTORS

1. The Federation will be composed of four voting Directors from each zone as selected by the Federation membership from that zone. Directors shall be selected from members in good standing in the national bass organization to which the Federation is affiliated and of an affiliated Federation club in the state. ***A Director may not simultaneously serve in the role as an Officer of the Federation.***
2. Zones may elect (1) SUB-DIRECTOR per district. A SUB-DIRECTOR is able to participate and vote in Board of Director meetings
3. It will be the duty of the Zone Directors to convey the business of the clubs which he represents to the Board of Directors, and in turn, relay the business of the Board of Directors to the affiliated Clubs Zone Directors shall serve a term of two years. There are no term limits.
4. Selections of Zone Directors shall be the responsibility of the agents of each club within the zone. Club agents will be one individual designated by his club to represent them.
5. Should a Zone Director/Sub-Director prove unsatisfactory in the position, he may be removed by a two-thirds majority vote of the Board. Should the position of Director be vacated by removal, death, illness, transfer or any other means, an election shall be held immediately to fill the vacant position for the remainder of the term. It will not be counted as a full term; therefore, he may be re-elected for additional terms should his Zone so choose.
6. Upon accepting a Director's position, the individual assumes certain obligations and expectations. He or she is expected to be active and involved in the many facet of the organization. A Director should be willing to:
 - a. Attend all Board Meetings representing his Zone's concerns: including a minimum of four (4) Board Meetings per year, usually in February, July, August and December as well as all Additional meetings that may be called by the President from time to time.
 - b. Act in concert with other Zone Directors, to arrange, schedule, and attend the Zone Meetings of his or her Zone. Directors of each Zone are required to offer four (4) such meetings per years.
 - c. Assist, guide and advise or possible conduct the District Top-8 Qualifying tournament, the State Final, and Invitational Tournaments. He or she may also be called upon to solicit prizes for these events.

- d. Help coordinate or assist in Federation special projects.
- e. Maintain personal contact with the Clubs within his Zone and assist them as needed. An equal number of Clubs should be assigned to each Director of the Zone to alleviate duplication and to ensure adequate contact.
- f. Encourage clubs to be involved and active in Federation programs.
- g. Solicit advertising for the Federation's newsletter.
- h. Assist clubs in receiving proper recognition for their projects and public service functions that reflect favorably upon the Clubs and the Federation, i.e. local media, newsletter, etc.
- i. Select a Top-8 Tournament Director with the approval of the Board of Directors. Upon approval of the Board, the Tournament Director will select a tournament crew and with the support of his or her zone director shall plan, organize and operate that zone/district Top-8 Tournament. With the information and documentation received from the Federation Secretary provided however that all such Federation Top-8 Tournament Rules. It will be the primary duty of the tournament committee to so conduct it's affairs that only honor, integrity, sportsmanship and the highest ideals of fair play will accrue, and thus to each and every member of the Indiana Bass Federation.

A Director wears many hats. He is an avenue of information, a facilitator, a solicitor, decision-maker and a worker. It is imperative that prospective candidates be made aware of these expectations and that Club Representatives actively seek the best possible candidates for their Director positions.

- 7. The Board of Directors will convene at least quarterly to conduct the business of the Federation, Additional meetings will be held at the discretion of the President. The Board of Directors shall biannually elect, by secret ballot, the President, Vice President, Secretary and Treasurer. The President shall then appoint from the Federation membership: Chairman for the Conservation Committee, Tournament Committee, Youth Activities Committee, Budget Committee and any Special Committee.
- 8. A member seeking election as a Zone Director must be in good standing of the national bass organization to which the Federation is affiliated and a member of an active affiliated club of the Federation as determined from time to time by the Board of Directors. A member-not-in -good-standing may not petition for reinstatement as a member-in-good-standing, until at least one (1) year after he or she has been determined to be a member-not-in-good-standing by the Board of Directors.
- 9. All Zone Directors present shall be entitled to vote on all matters before the Board, the President voting only in the case of a tie vote.
- 10. Zone Directors will be installed at the Annual February meeting and serve a TWO year term or such additional time as necessary for a successor to be elected.

ARTICLE VI: OFFICERS

- 1. The nominations and elections for the offices of President, Vice President, Secretary and Treasurer shall be conducted at the last scheduled board meeting of each year, with the new officers to be installed at the February Board meeting the following year.
- 2. A nominee for an Officer position must be a member in good standing of the national bass organization to which the Federation is affiliated and in an active affiliated club of the Federation and of the Federation itself as determined from time to time by the Board of Directors. A member-not-in -good-standing may not petition for reinstatement as a member-in-good-standing, until at least one (1) year after he or she has been determined to be a member-not-in-good-standing by the Board of Directors. An Officer may not simultaneously serve as a member of the Federation Board of Directors.
- 3. A nominee for President must have served one year on the Board of Directors in order to be elected or have assumed office due to a vacancy.
- 4. A nominee for Vice President, Secretary and Treasurer must have served one year on the Board of Directors, have actively participated in a major project of the Federation, or otherwise demonstrated active interest in the efforts of the federation.
- 5. Officers shall be installed at the Annual February meeting and serve a TWO year term or such additional time as necessary for a successor to be elected.

6. The President shall preside over all meetings of the Board or special meetings of the Federation; direct all official business; supervise all Federation activities; appoint and be an ex officio member of all Standing and Special Committees; be an official representative of the Federation in the relationship of other organizations; delegate such duties as may be appropriate to better serve the Federation; maintain liaison with the national bass organization to which the Federation is affiliated. The President shall appoint from the Federation membership a Chairman for the Conservation Committee, Tournament Committee, Youth Activities Committee, Budget Committee and any Special Committee he or she deems appropriate..
7. The Vice-President shall assist the President upon request; preside in the absence of the President, assume the office of President should it be vacated.
8. The Secretary shall record accurate minutes of all board and general membership meetings. Maintain regular correspondence with all member clubs; provide Board of Directors with accurate up to date Club rosters. Receive all charters and Top-8 entry forms and monies. Forward all monies to Treasurer with accurate documents. Arrange for all board meetings and disseminate appropriate notices.
9. The Treasurer shall receive and distribute all monies upon approval of the board or upon the direction of the President. Maintain accurate financial records and report accordingly at each board meeting. Submit a quarterly financial report for the board.
10. Any officer may be removed from office by a two-thirds vote of the Board upon 30 days prior notice.

ARTICLE VII: FEDERATION GEOGRAPHICAL DISTRICTS

1. The Federation shall be divided into four geographical zones. Each zone may be sub-divided into districts.
2. These geographical Zones shall be Zone 1, 2, 3, 4.
3. The dividing lines of these zones shall be as follows:
 - a. Zone One: The Indiana State line on the west, north, east and the southern county lines of the following counties: Benton, White, Carroll, Howard, Grant, Blackford, and Jay.
 - b. Zone Two: The Indiana State line on the west, southern boundary of Zone One on the North, the northern boundary of Zone Four to the south, U.S. Highway 31 and State Highway 135 continuous at their intersection on the east.
 - c. Zone Three: The Indiana State line on the east, the southern boundary of Zone One on the north, the northern boundary of Zone Four on the south, and the eastern boundary of Zone Two on the west.
 - d. Zone Four: The Indiana State line on the west, south, east and the northern county lines of the following counties: Knox, Davies, Martin, Lawrence, Jackson, Jennings, Ripley and Dearborn.
4. The normal meeting place of a club shall determine its Zone designation. Said club shall remain its initial Zone even though its normal meeting place might subsequently be changed to another Zone.
5. Should the geographical location of a club be such that there is a question as to its Zone designation, the Board of Directors shall assign said club to a Zone.

ARTICLE VIII: MEETINGS

1. There shall be two (2) state meetings of all clubs representatives, one in February and another in December. Exact time and place of these meetings shall be at the call of the President. Each club will be required to make one (1) of at least two (2) required state meetings within a calendar year.
2. Each club will be required to attend two (2) zone meetings and one (1) district meeting within a calendar year. Meetings attended by a club will NOT count towards this requirement until said club's dues to the national bass organization to which the Federation is affiliated, and Indiana Bass Federation have been paid in full.
3. There shall be four (4) Board of Directors' meetings, one each just prior to the above mentioned general meetings, and one at the time of the Federation tournament (finals) of each calendar

year. Exact time and place of these meetings shall be at the call of the President. A quorum of at least two-thirds of the Directors must be present before any Federation business may be conducted.

4. Special meetings, either general or of Directors, may be called by the President or at the request of any three members of the Board of Directors. Exact time and place shall be at the call of the President or the Directors requesting such meeting.

ARTICLE IX: STANDING COMMITTEES; PURPOSES, DUTIES

1. The President shall appoint the following Standing Committees, and such other special committees as may become necessary. Terms of appointment to Standing Committees shall be two years or less. To be eligible for appointment, a committee candidate must be a member in good standing of the national bass organization to which the Federation is affiliated and a Club affiliated with the Federation.
 - a. State Conservation, Natural Resources Director (SCNRD): The purpose of this position shall be to protect our natural environment from harmful change; to document and report to the proper authorities violations of local, state and federal anti-pollution laws, statutes, regulations, ordinances and other regulation devices; to take political action where appropriate; to undertake information and educational programs. To bring to the club and/or membership a great awareness of threats to our environment; and above all, to take a leadership role in repairing harm that has already been done to the life giving waters of America.
 - b. Indiana Bass News Publication: The purpose of this position is to collect information from the Federation, Clubs, Invitational Tournaments and Charity Tournaments, to be laid out in the I.B.F. publication, produced six times per year. Also, to work with advertisers to help with the printing cost of the publication.
 - c. Youth Director: As the state youth director, you are responsible for all youth activities that come before the Federation. You are to advise and assist the Clubs and members involving youth activities. As the youth director, with presidential approval, you may appoint sub-directors to help with youth events as may be supported or endorsed by the Federation and/or the national organization to which the Federation is affiliated.
 - d. Invitational Tournament Director. The purpose of this position is to establish, with Board approval, a six invitational tournament series, to be known as the I.B.F. Invitational Trail, whereby invitational entrants fish for cash and points towards a seventh tournament, known as the Forrest L. Wood Classic, where the qualifying entrants, as determined by the rules of said invitational tournaments fish a two day tournament for a prize package to be determined by the tournament director.
 - e. Public Relations Director: The purpose of this position shall be, to attempt to promote and create favorable public opinion of the Federation, Clubs, and membership by using the media or whatever means, so as to create favorable relations with the general public.
 - f. Web Coordinator: The purpose of this position shall be to coordinate the posting of news, information, and approved advertising on the Federation's website.
 - g. Past President Advisor: The purpose of this position is to take advantage of the wisdom and expertise of a past Federation president by appointing a former president of the Federation to advise the current President as to matters important to the Federation and the member Clubs.

ARTICLE X: CLUB RESPONSIBILITIES

1. Clubs retain their own unique identity. The Federation does not and will not interfere with Clubs' internal affairs. As long as the club maintains its membership in good standing and adheres to the ideals of good sportsmanship in conservation and adheres to the contractual agreements, if any, with the national bass organization to which the Federation is affiliated, the Club is acceptable for affiliation with the Indiana Bass Federation (I.B.F.) To maintain its affiliation in good standing the I.B.F. requires each Club to adhere to the following requirements:

2. General Membership meetings: There are two (2) General Membership meetings of all Club Representatives each year, one in February and the other in December. Each Club is required to be represented at one (1) of these two (2) meetings within a calendar year.
3. Zone Meetings: The directors of each Zone are required to offer at least four (4) Zone/District Meetings within a calendar year for those Clubs within their Zone/District. Each Club is required to be represented at a minimum of two (2) of these meetings.
4. Each Club is entitled to one (1) vote at the State Membership and Zone/District meetings. Therefore, each club should appoint a representative to attend said meetings and exercise their right to vote on behalf of the Club's membership. This one vote rule does not preclude the attendance at such meetings by additional members of the same Club.
5. Club Membership Roster: Each Club is responsible for keeping its membership roster up-to-date with the Federation Secretary and the national bass organization to which the Federation is affiliated. The addition or deletion of individual members should be made as they occur. The Federation Secretary prior to February 1 of each year must receive a current membership roster.
6. Dues and Assessments: Each Club is required to submit yearly dues plus an assessment. A check for the proper amount must accompany the Club's Membership roster and be received by the Federation Secretary prior to the February due date. Meetings attended will not count until all assessments are paid in full.
7. Proof of Boater Insurance: Any boater participating in a Federation and/or Club sanctioned event must provide current proof of liability insurance showing the following:
 - a. Minimum amount of insurance as required by the Federation and/or the national bass organization to which the Federation is affiliated:
 - b. Name of insured
 - c. Name of insurance company
 - d. Description of boat
 - e. Policy effective dates

It is the individual Club's responsibility to insure that a current proof of insurance is on file with the Club Secretary.

ARTICLE XI: PARLIAMENTARY AUTHORITY

The rules contained in the Robert's Rules of Order-Revised shall govern this organization in all cases in which they are applicable and in which they are not inconsistent with these Bylaws.

ARTICLE XII: AMENDING OF BYLAWS OR CONSTITUTION

1. These Bylaws may be amended at any duly called general meeting of the Club representatives by two-thirds vote of those representatives present, providing a written notice of the proposed change, or changes, has been presented to each Club not less than thirty days prior to the annual meeting.
2. Any amendments to these Bylaws are subject to approval by the member Clubs in accordance with this Article and shall be provided in writing to the national bass organization to which the Federation is affiliated.

**THIS IS THE END OF THE CONSTITUTION AND BY-LAWS
OF THE INDIANA BASS FEDERATION**