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OPERATIONAL GUIDELINES
NIAGARA FRONTIER CHAPTER OF NEW YORK FOREST OWNERS ASSOCIATION, INC.

Article I

Section 1 The Niagara Frontier Chapter shall have the following purposes:

- (a) Promoting, protecting and representing the interests of owners of forest lands in New York State.
- (b) To promote public education and understanding of forest stewardship in accordance with the policies of the New York Forest Owners Association, Inc. (NYFOA)

Article II

Section 1 The office of the Chapter shall be that designated by NYFOA as their office.

Article III

Section 1 Membership shall be those members in good standing of NYFOA residing or owning forestland in The area designated Niagara Frontier by NYFOA.

Section 2 Dues are determined and payable to NYFOA as determined by their policies and Board.

Section 3 Members expelled by NYFOA by their policies are automatically expelled from the Chapter.

Article IV

Section 1 The Chapter shall be managed by the Steering Committee whose number may be fixed from time to time by actions of the Steering Committee. The number of Committee members may be increased or decreased by a majority vote of the entire Committee. No decrease in numbers shall shorten the term of any Steering Committee members then in office.

Section 2 The first Steering Committee shall consist of the former members of the Board of Directors and shall hold office until their successors have been duly elected and qualified, or until his/her prior death, resignation or removal. Steering Committee members are to be elected by the Board. Steering Committee terms shall be for 2 years except that one half of the first Steering Committee shall serve for 1 year. Members may serve for two subsequent terms. Terms shall commence January 1st and December 31st.

- Section 3**
- (a) Any Committee member may be removed by a vote of two thirds of the Board at a meeting called for that purpose.
 - (b) A Committee member may resign from office at any time by written notice. The resignation shall be effective when received by the Steering Committee and acceptance shall not be necessary.

Section 4 A Committee member elected to fill vacancy caused by death, resignation or inability to serve shall be elected to hold office for the unexpired term of his/her predecessor. Three successive unexcused absences by a Member from meetings shall be interpreted as inability to serve.

Section 5 Meetings of the Committee shall be held at the time and place fixed by the Committee; special Meetings may be called by the Chair or request from a majority of the Committee.

Section 6 A majority of the Committee present shall constitute a quorum. A majority of the members present at a meeting, whether or not a quorum is present, may adjourn the meeting to another time and place. The vote of a majority of the Committee present at the time of vote, if a quorum is present, at such time, shall be an act of the Committee.

Section 7 Members of the Committee may participate in a meeting by conference telephone call allowing all persons participation to hear each other at the same time.

Section 8 The Chair of the Committee shall preside at all meetings, or in his/her absence the Vice-Chair shall preside, and in his/her absence any other Member chosen shall preside.

Section 9 The Committee may designate from their members an executive committee, standing committee and

other special committees which may have such powers as the Committee may delegate.

Section 10 The Committee shall elect a representative to the NYFOA Board of Directors. He/she shall serve for a period of time specified by the Committee.

Article V

Section 1 The Committee may elect or appoint a Chair, Vice-Chair and Past Chair from their own members and a Treasurer and Secretary. No Chair may serve more than 2 consecutive terms,

Section 2 Each officer shall hold office January 1 to December 31, and until his/her successor has been elected and qualified.

Section 3 Any officer may be removed with or without cause be a vote of 2/3 majority of the Committee.

Section 4 The Chair shall have general supervision of the officers of the Chapter and shall keep the Committee informed about the activities, and advise such action likely to increase the usefulness of the Chapter.

Section 5 The Treasurer shall receive and disburse funds of the Chapter and submit a written financial statement at the end of the fiscal year and when requested by the Committee.

Section 6 The Secretary shall attend all meetings of the Committee and shall keep minutes of the proceedings.

Article VI

Section 1 The Steering Committee may appoint any number of advisors to the Chapter, to act singly or as a committee. Each advisor shall hold office at the pleasure of the Committee.

Article VII

Section 1 Neither the Chapter nor any member representing the Chapter or NYFOA may participate or intervene in any activity for or in opposition to any candidate for appointment or election to any public office.

Section 2 No part of the net earnings of the Chapter shall inure to the benefit or be distributed to members, officers, or individuals except for reasonable expenses for services rendered.

Section 3 In the event of dissolution of the Chapter assets will be distributed to NYFOA or an organization with similar objectives if NYFOA is no longer active.

Article VIII

Section 1 These Operational Guidelines may be amended, altered or repealed, and new Operational Guidelines may be made at any meeting of the Steering Committee provided that any notice of such meeting include the amendment, alteration, or repeal of the Guidelines.

DATED THIS 24th DAY OF DECEMBER 2005

SIGNED R. DAN PRESTON
STEERING COMMITTEE CHAIR