

VERMONT RECREATION PARK ASSOCIATION BYLAWS

As Amended May 20, 1997, March 17, 2000, May 25, 2000, and May 18 2007

ARTICLE I Membership

- Section 1. Membership in the Association shall be designated as follows: professional/employee, agency, student, friends of recreation and parks, honorary and life, retired, board/commission, and commercial.
- Section 2. Professional/employee Membership in this Association shall be open to any professional/employee who works full-time or part-time in the field of parks, recreation, *or* leisure services.
- Section 3. Agency Membership in this Association shall be open to any department that wants to have three or more persons belong to VRPA. The intent of this category is to provide reduced costs for multiple individual memberships from within the same department. Within the Agency membership category individuals will further be designated as professional/employee, friend, or board/commission members.
- Section 4. Student Membership in this Association shall be open to all persons attending post high school professional and training institutions preparing for any phase of recreation and parks.
- Section 5. Friends of Recreation and Parks Membership in this Association shall be open to any person who is interested in and wishes to support the purposes and the work of this Association and the recreation and park movement.
- Section 6. Honorary and Life Members in this Association shall be elected by this Association. They shall be persons, lay or professional/employee, who have made outstanding contributions to the recreation and park movement. A candidate must receive a two-thirds vote of the membership in good standing voting at any meeting.
- Section 7. Retired Membership in the Association shall be open to any person who was a professional/employee of this Association and who has now retired from recreation and park work.
- Section 8. Board/Commission Membership shall be open to municipal park and/or recreation board and committees and other organization or agencies interested in receiving services and supporting this Association.
- Section 9. Commercial Membership shall be open to any person who provides a product or service to the recreation and park industry.
- Section 10. Any questions regarding qualifications for membership shall be resolved by the membership committee with appeal rights to the executive committee.

- Section 11. 1). Annual dues shall be set by the Executive Committee.
2). A reduction may be allowed for part of a year.
- Section 12. Any member who fails to pay annual dues after a three-month grace period shall be removed from the membership of this Association and shall forfeit all rights and privileges. Rights and privileges can be fully restored upon renewal and payments of dues for the current year.
- Section 13. Members and non-members may apply for certification to the professional certification board as established under the Voluntary Certification Plan of VRPA.

ARTICLE II

Duties of Officers

- Section 1. The President of this Association shall act as presiding officer of the regular, annual, and executive committee meetings. He shall serve as the official representative of the association when called upon to do so. He shall represent the association on the Council of Affiliate Presidents of the National Recreation and Park Association.
- Section 2. The President-Elect shall assume the duties of the President in his absence. The President-Elect shall plan the education programs for the Quarterly Meetings.
- Section 3. The Secretary shall be responsible for keeping accurate records of the business of this association; coordinating the sending of proper notices of all meetings to the membership; and shall perform other duties as directed by the President or the executive committee.
- Section 4. The Treasurer shall be responsible for receiving and holding in a legal bank, trust company or savings and loan company all funds of the Association; disbursing funds only as authorized by the executive committee of the membership; and shall perform other duties as directed by the President or the executive committee.
- Section 5. The Regional Council representative shall represent the Association on the Regional Council and shall perform such duties as prescribed in the constitution and bylaws of those bodies.
- Section 6. All officers shall assume their duties at the annual meeting of the Association and shall serve until expiration of their term as stated in the constitution, except Regional Council representatives whose terms shall begin immediately following the close of the annual National Recreation and Park Congress which succeeds the Association's annual meeting in the year of election as provided in the constitution and bylaws of the Regional Council.

ARTICLE III

Executive Committee

- Section 1. The Executive Committee shall conduct all business of this Association except that conducted at the annual meeting or any other regular meeting of the membership.
- Section 2. The Executive Committee shall fill all unexpired terms of members of the committee as vacancies occur except a vacancy in an Interest Section Chairmanship. The vacancy of an Interest Section Chairmanship shall be filled as provided in the bylaws of that respective Section.
- Section 3. The Executive Committee shall meet a minimum of once prior to each regular quarterly meeting of the Association or more frequently if deemed necessary.

ARTICLE IV

Standing Committee

- Section 1. The Executive Committee shall conduct all business of this Association except that conducted at the annual meeting or any other regular meeting of the membership.
- Section 2. The Executive Committee shall fill all unexpired terms of members of the committee as vacancies occur except a vacancy in an Interest Section Chairmanship. The vacancy of an Interest Section Chairmanship shall be filled as provided in the bylaws of that respective Section.
- Section 3. The Executive Committee shall meet a minimum of once prior to each regular quarterly meeting of the Association or more frequently if deemed necessary.
- Section 4. The Newsletter Committee shall promote this Association, its aims and objectives, programs and activities, and inform the membership in regard to pertinent information in the field of recreation and parks. It shall publish and distribute a publication on a quarterly basis to the entire membership.
- Section 5. The Legislative committee shall make studies of state and municipal statutes and ordinances in regard to recreation and parks and make recommendations as needs arise.
- Section 6. The Awards committee shall develop programs for recognition of outstanding professionals and lay leaders and organizations who have made significant contributions to the recreation and parks movements in Vermont.
- Section 7. Professional Certification Board shall develop and implement the certification plan for recreation and park resources and leisure service personnel in Vermont in conformance with the certification plan of the National Recreation and Park Association.

ARTICLE V

Interest Sections

- Section 1. Any member in good standing of this Association may belong to a section in addition to the Association.
- Section 2. All members of the Sections must be members in good standing of the Association.
- Section 3. Each Interest Section shall establish a set of bylaws by which it will operate to include the Section Chairman as a representative to the Executive Committee. The Section Chairman, except in the case of a section composed of board members, shall be a professional member of the Association.
- Section 4. To organize an Interest Section, any group of ten (10) association members may petition the Executive Committee by letter containing the signature of the ten petitioners and a copy of its bylaws which must be compatible with the constitution and bylaws of the Association. The Executive Committee shall act upon such petitions.
- Section 5. Section Activities will be financed in a manner approved by the Executive Committee of the Association. All funds accrued by Sections shall become a part of the treasury of the Association. No section may have a treasury of hold separate funds.

ARTICLE VI

Nomination and Election Eligibility and Procedures

- Section 1. All members in good standing of this Association shall have equal voting privilege in the business of this Association.
- Section 2. The Nominating Committee shall submit a slate of officers and representatives to the Regional Council to the membership by return mail ballot at least 30 days prior to the annual meeting. The ballot shall provide opportunity for write-ins.
- Section 3. Nominees for officers and representatives to the Regional Council receiving a majority vote shall be elected.

ARTICLE VII

Meetings

- Section 1. The Association shall hold a minimum of three regular meetings during any one year in addition to the annual meeting.
- Section 2. The annual meeting shall be held once a year. (typically) in the (Fall or) Spring, exact date and location determined at the discretion of the Executive Committee.
- Section 3. Regular meetings will be held on a quarterly basis at the call of the President or the Executive Committee.

- Section 4. Three members of the Executive committee and 10 percent of the remaining membership in good standing shall constitute a quorum for the transaction of the business of this Association at any meeting.
- Section 5. Special meetings may be called by the President, Executive Committee, or upon written petition of a majority of the membership in good standing.
- Section 6. Meetings of the Executive committee may be called by an Office of the Association.
- Section 7. All parliamentary business not covered by the constitution and bylaws of this Association shall be governed by the Roberts Rules of Order.

ARTICLE VIII

Business Year of the Association

- Section 1. For the purpose of conducting all business of the Association, including, but not limited to finances, membership, and annual reports, the official business year shall be 1 May to 30 April.
- Section 2. There shall be a grace period for renewal of membership for a period of three (3) months before loss of rights and privileges, as stated in Article I, Section 10, of Bylaws.

ARTICLE IX

Amendments

These bylaws may be amended by a three-fourths vote of the members in good standing present and voting at any meeting of this Association provided written notice of such amendments and a copy thereof shall have been mailed to the members in good standing at least two weeks prior to such meeting.