

BY-LAWS

North Idaho Mycological Association

ARTICLE I

PURPOSE OF THE ASSOCIATION

The North Idaho Mycological Association (NIMA) is formed to encourage and assist the study of fungi among its members, to help advance mycological knowledge and understanding, to represent the interests of amateur mycologists before governmental agencies and the public, and to serve the community as a reference source for information about mushrooms and other fungi.

ARTICLE II

AFFILIATION

NIMA is affiliated with the North American Mycological Association (NAMA). Members are encouraged to join NAMA, which offers reduced dues for members who also are members of affiliated societies.

ARTICLE III

MEMBERSHIP

Membership is open to any person with an interest in mycology. Categories of membership are:

- Individual Member: 18 years of age or older; entitled to one vote.
- Family Member: husband and wife and any children under 18 years of age living with them, enrolled as a family with same total dues as an individual member. Husband and wife will each have one vote.
- Junior Member: member in own right, less than 18 years age; entitled to one vote.
- Honorary Member: granted membership status in perpetuity by unanimous vote of members at any meeting. May vote and hold office; not obligated to pay dues.
- NAMA Associate Member: Any member of the classes listed above who maintains

also a membership in the North American Mycological Society.

ARTICLE IV

DUES

Dues will be assessed for each calendar year. They will be payable by 10 April, except that NAMA Associate Members must remit dues to reach the NIMA treasurer by 15 February if they wish to be listed in the NAMA roster of members for that year. Members will be dropped from the NIMA active roll, and from circulation of the newsletter, if dues are not paid by 10 April, but will be reinstated upon payment of dues later that year or in a subsequent year.

New members joining after October 1st will be paid up through the end of the

succeeding calendar year.

Revisions of established dues will be by 2/3 vote of a quorum of members, and will be effective as announced in the association's newsletter. Dues for individual and for family memberships will be equal. Dues for junior members will be set at approximately half of those for individual and family members.

Any assessments beyond annual dues will require unanimous consent of the active members of the association.

ARTICLE V OFFICERS

The officers of NIMA will consist of a president, a vice president, a secretary, a treasurer, and an advisor. Each will serve an annual term, except for the advisor, who will serve permanently or until resignation, unless relieved by vote of three of the other officers.

Officers will be elected annually for the ensuing year by a majority vote of the active members present at the November general meeting. of each year. A slate of candidates will be nominated by committee in September and published in the October newsletter. Elections will be held and new officers installed at the November meeting. Nominations from the floor will be in order at the October and November meetings. In the event of death, resignation, or inability to perform the duties of any office, the board of directors will select a successor for the unexpired term.

Duties of officers are described in attachment I to these by-laws. These duties may be amended at any time by vote of a majority of the board of directors or vote of members constituting a quorum at any meeting.

ARTICLE VI BOARD OF DIRECTORS

The officers, the field trips coordinator, and the immediate past president form the board of directors. The board will develop and approve the administrative and functional policies of the association. The board will meet prior to the end of January of each year to plan the activities for that calendar year and to consider other matters as proposed by any member. The board also may meet at other times during the year at the call of the president. Other committee chairs will be requested to attend board meetings as the president considers appropriate.

ARTICLE VII MEETINGS, QUORUMS, VOTING

Meetings: the general meetings of the association normally will be held on the first Thursday of each month during the months of March through June and September through November. Changes to this schedule and the times and places of meetings will be announced in the association's newsletter, if time permits, or by telephone. Special meetings will be called at the discretion of the president. The association also will schedule field trips, which are not considered meetings. Members wishing to invite guests to the field trips may do so. Guests may not attend more than

one field trip without becoming a member.

Quorum: for all business of the association, those active members present at any meeting will constitute a quorum, provided that the meeting is a general meeting, as defined above, and that the time and place for the meeting has been announced in the newsletter, or that a special meeting has been announced in the newsletter at least five days prior to such meeting.

Voting: a simple majority of members present as a quorum will be sufficient to pass any motion, except as may be otherwise specified in these by-laws.

ARTICLE VIII COMMITTEES

The president will appoint all committee chairs. Standing committees and two annual ad hoc committees are listed below. These are committees of one, although appointees are encouraged to seek and use the assistance of others in performing their functions. Additional ad hoc committees may be created by the president or by vote of the membership.

Responsibilities of committees are described in Attachment 2 to these by-laws. These responsibilities may be amended at any time by majority vote of the board of directors:

STANDING COMMITTEES

Field Trips Coordinator	Facilities
Cleaning, Cooking, and Keeping (Mycophagy)	Newsletter/Recorder
Hospitality	Librarian

ANNUAL AD HOC COMMITTEES

Nominating	NAMA Trustee
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ARTICLE IX SPENDING AND OBLIGATION AUTHORITY

Expenditures for any purpose of the organization up to the amount of \$50 may be authorized by the president or by the vice president acting in the absence of the president. Expenditures or obligations in excess of this amount require authorization by majority vote of the board of directors or majority vote of members constituting a quorum as defined in Article VII above. Additionally, the chair of the Hospitality Committee is authorized to draw upon organization funds up to the amount of \$25 each year for the purchase of supplies and equipment.

ARTICLE X DISSOLUTION

In the event of dissolution of the association, all assets remaining to its credit

will be distributed by the board of directors within six months, as they deem best.

ARTICLE XI RULES OF ORDER

Deliberations of the association will be conducted in general conformance with Roberts Rules of Order.

ARTICLE XII AMENDMENTS AND REVISIONS

The by-laws may be amended, altered, or repealed at any meeting of the association by a two-thirds vote of approval by the members present as a quorum.

The membership must be notified at least one meeting in advance of a proposed change. This notification must contain the views of the board of directors concerning the desirability of the proposed change.

ATTACHMENT I TO NIMA BY-LAWS DUTIES OF OFFICERS

•President: (1) to call to order and conduct the meetings of the association, in manner prescribed by the rules of order; (2) to call any special meetings that he/she considers appropriate, after consulting with other officers to the extent practicable; (3) to authorize expenditures in accordance with Article IX of these by-laws. (4) to oversee and coordinate the functions of other officers and committee chairs to ensure the efficient and responsible conduct of the association's activities, with special reference to the planning of programs, arranging for meeting places, conduct of field trips, and the recruitment and hosting of guest lecturers.

•Vice President (1) to serve as acting president in the absence or incapacity of the president, for the purposes of calling or conducting meetings and overseeing and coordinating functions of other officers and committee chairs; (2) to authorize expenditures in the same manner as the president in the absence of the president.

•Secretary: (1) to record and keep the minutes of meetings; (2) to serve as custodian of the association's records, except for those specifically assigned to others, such as the treasurer's accounts and the records of fungal collections; (3) to keep a register of members, as certified by the treasurer, and to call the roll when required; (4) to conduct the correspondence of the association when requested.

•Treasurer: (1) to receive dues and other funds which may be paid to the association, and to hold such funds on deposit in the name of the association, issuing checks against these deposits upon legitimate request pursuant to Article IX of these by-laws; (2) to receive dues from NAMA Associate Members for NAMA membership, and to forward these to the appropriate NAMA official in timely fashion; (3) to prepare a current membership list after 15 April of each year and to furnish this list of paid up members, with names, addresses, and phone numbers, to all members further, to keep this list updated as required, and to inform other officers of the revisions thereto; (4) to report to the membership at the third general meeting of each year, at the final meeting of each year, and at such other times as he/she or the president determines appropriate, on the activity and status of the association's account; (5) to recommend changes to dues or other financial proceedings when considered appropriate.

•Advisor: (1) to contribute scientific mycological expertise to association activities, especially in matters such as identification of fungi, field trips, planning of programs, recruitment of guest lecturers, and liaison with professional mycologists; (2) to act as principal toxicology consultant in relations with doctors, hospitals, and other members of the health services community.

The advisor will performe be the member of the association considered best informed on mycological matters.

ATTACHMENT 2 TO NIMA BY-LAWS COMMITTEE FUNCTIONS AND RESPONSIBILITIES

•Field Trips Coordinator: proposes or determines dates, times, and places for scheduled field trips, and notifies members through publication in the newsletter or by other means. Responsible for supervision of car pooling for field trips, briefing of field trip participants on procedures, and setting of schedule for stops and for conclusion of group activity during field trips (either performing these functions or ensuring that some other person is responsible for them). Each member is responsible for assisting field trip activities, to the extent possible, by serving on occasion as trip leader or by locating and suggesting field trip sites.

•Cleaning, Cooking, and Keeping (Mycophagy): advises members on techniques of preparing and preserving edible fungi and herbarium specimens. Contributes recipes for newsletter, NIMA cookbook, or other media. Organizes cooking demonstrations or group cookouts of mushrooms. Acts as coordinator for meetings where members contribute prepared foods.

•Hospitality: assures that refreshments and essential picnic type dining supplies (when appropriate) are available at meetings. Compiles and maintains a roster of members who volunteer to provide snacks or refreshments at upcoming meetings. Procures supplies as required from a "donations" container, or from the association's general funds if necessary. Maintains equipment for preparing and serving refreshments and ensures that the equipment is present at meetings

•Facilities: makes arrangements for meeting sites in accordance with the schedule and the programs established by the board of directors. Ensures that the place of meeting is open, that required equipment is set up in advance of need, and that the facilities are properly cleaned and secured after meetings. Keeps or ensures the safekeeping of audio-visual equipment belonging to the association,

•Newsletter/Recorder: writes, publishes, Hand circulates *Spores and Stipes*, the NIMA newsletter, one edition preceding each regular meeting. Arranges exchange of newsletters with other mushroom societies, and circulates exchange copies to members. Maintains record file of past *Spores and Stipes* editions. Collects and maintains records of fungus collections brought to meetings or found on field trips, and publishes occasional lists of these records in the newsletter. Keeps herbarium specimens of significant collections. Acts as publicity director on occasion, as for submitting notices of meetings for inclusion in local papers.

•Librarian: maintains inventory of mycological books, videotapes, and papers (e.g., taxonomic keys) owned by the association. Brings materials to meetings for use by members. Circulates on loan to members those items designated for that purpose. Sells or distributes any books acquired by the association for such purposes and remits any proceeds to the treasurer.

•Nominating (ad hoc): three members appointed by the president to prepare a list of nominees for offices in the ensuing year. Report is presented to membership at the October general meeting.

•NAMA Trustee (ad hoc): one member, appointed at the discretion of the president from among members, if any, who are planning to attend the NAMA foray for that year. The trustee is empowered to vote on behalf of the association on questions raised in NAMA trustee meetings.