

# Constitution of the Western Forest Insect Work Conference

## Article I Name

The name of this organization shall be the Western Forest Insect Work Conference.

## Article II Objects

The conference is organized exclusively for charitable, educational, religious, or scientific purposes within the meaning of section 501(c)(3) of the Internal Revenue Code (*added October 20, 1992, Penticton, BC*).

The objects of this organization are (1) to advance the science and practice of forest entomology, (2) to provide a medium of exchange of professional thought, and (3) to serve as a clearing house for technical information on forest insect problems of western North America (*amended March 29, 2005, Victoria, BC*).

## Article III Membership

Membership in this organization shall consist of forest entomologists and others interested in the field of professional forest entomology. Official members shall be those who pay registration fees.

## Diversity Statement

WFIWC truly values the diversity of its members. We welcome and encourage participation by all individuals regardless of age, cultural background, ethnicity, field of work, gender, gender identity, politics, professional status, national origin, race, religion, sexual orientation, socioeconomic status, and any other diversity characteristics valued by individuals or society at large.

WFIWC strongly cultivates an open culture built on mentorship, mutual respect, tolerance, and professionalism. Together, we vigorously denounce and stand against discrimination, isolation, prejudice, group-think, and other forms of counter-productive cognitive biases. Our common goal is to ensure an environment of inclusion, dignity, and respect where all members feel comfortable participating at all times.

## Article IV Officers and Duties

The Officers of this organization shall be:

(1) A Chair to act for a period of two meetings, whose duties shall be to call and preside at meetings and to provide leadership in carrying out other functions of this organization.

(2) An Immediate Past Chair, who shall assume office immediately upon retiring as Chair without further election; whose duties shall be to fill the chair at any meeting in the absence of the Chair; to act until the election of a new Chair.

(3) A Secretary to act for a period of two meetings whose duties shall be to keep a record of Executive Actions, record minutes of Executive Committee and conference business meetings, to maintain committee correspondence, and to send out notices and reports (*amended February 28, 1967, Las Vegas, NV; September 15, 1989, Bend, OR; March 29, 2005, Victoria, BC*).

(4) A Treasurer, who is a nonvoting member of the Executive Committee, to act for an indefinite term, whose duties shall be to keep a record of funds collected and disbursed, to issue monies for approved purposes, to maintain a record of members, committees, and officers, and to provide mailing lists and/or labels as needed. The Treasurer will provide financial records for inspections by a two-member Executive audit team, comprised of the Chair and Immediate Past Chair annually prior to the Executive Committee meetings (*amended September 15, 1989, Bend, OR and March 5, 1998, Jackson, WY*).

(5) An Executive Committee of six members consisting of Chair, Immediate Past Chair, Secretary, Treasurer, and three Counselors elected from the membership. Terms of office for the three Counselors shall be staggered and for a period of three meetings each. The duties of the Committee shall be to carry out actions authorized by the Conference; to authorize expenditures of funds, and to establish policies and procedures for the purpose of carrying out the functions of the organization. The Conference registration fee will be set by the Local Arrangements Committee in consultation with the Secretary, Treasurer, and Chair (*amended March 4, 1965, Denver, CO and September 15, 1989, Bend, OR*).

The officers shall be elected at the Annual Meeting. Their periods of office shall begin at the conclusion of the meeting of their election.

The Chair shall have the power to appoint members to fill vacancies on the Executive Committee occurring between meetings. The appointment to stand until the conclusion of the next general meeting.

It is the responsibility of a Counselor, should he or she be unable to attend an executive meeting, to appoint an alternate to attend the executive meeting and to advise the Chair

in writing accordingly. The alternate shall have full voting privileges at the meeting to which he or she is designated.

## **Article V Meetings**

The objectives of this organization may be reached by holding at least an annual conference and such other meetings as the Chair, with the consent of the Executive Committee, may call. The place and date of the annual meeting shall be determined by the Executive Committee after considering any action or recommendation of the conference as a whole. The secretary shall advise members of the date and place of meetings at least three months in advance.

## **Article VI Proceedings**

A record of proceedings of the conference shall be maintained and copies provided to members in such form as may be decided as appropriate and feasible by the Executive Committee. The organizers of the annual meeting are responsible for the preparation and distribution of the proceedings (*amended March 29, 2005, Victoria, BC*).

## **Article VII Amendments**

Amendments to the Constitution may be made by a two-thirds vote of the total conference membership attending any annual meeting.

## **Article VIII Article of Dissolution**

Upon the dissolution of the Conference, the Executive Committee, shall after paying or making provisions for the payment of all the liabilities of the Conference, dispose of all the assets of the Board exclusively for the purposes of the Conference in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under section 501 (c)(3) of the Internal Revenue Code of 1986 (or as the Executive Committee shall determine). Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principle office of the Board is then located, exclusively for such purpose or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes (*Article added October 20, 1992, Penticton, BC*).

Notwithstanding any other provision of these articles, Western Forest Insect Work Conference, shall not carry on any other activities not permitted to be carried on by (a) an organization exempt from Federal income tax under section 501 (c) (3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue law) or (b) an organization contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code of 1986 (or

corresponding provision of any future United States Internal Revenue law) (*added February 10, 2000, Portland, OR*).

Prepared by Richard Washburn  
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