

# South Dakota Park and Recreation Association CONSTITUTION

(As amended, September ~~26~~20, ~~2012~~2017)

## Preamble

We, the members of The South Dakota Park and Recreation Association, do ordain and establish this constitution for the park and recreation personnel within the geographic boundaries of the state of South Dakota.

## ARTICLE I – Name

SECTION 1. This organization shall be known as the South Dakota Park and Recreation Association.

SECTION 2. The South Dakota Park and Recreation Association may affiliate with any organization or agency which actively promotes parks and recreation in South Dakota.

SECTION 3. The South Dakota Park and Recreation Association is a non-profit organization.

## ARTICLE II – Purpose

SECTION 1. The purpose of this association shall be to improve, through mutual association and activities, the park and recreation programs throughout the state of South Dakota. To this end the following specific objectives shall be included.

- A. To stimulate and further a broad interest in parks and recreation and in the preservation and development of all park and recreational resources located in South Dakota.
- B. To aid in the upgrading of the status of park and recreation personnel by encouraging the establishment of adequate certification governing the employment of such personnel so as to insure a continuity of purpose and efficiency.
- C. To develop cooperation and understanding among park and recreation leaders at all levels and in all public, private, commercial, industrial and other organizations.
- D. To serve as a clearing house for the dissemination of information concerning the activities and interests of the association and of its affiliated groups.

- E. To aid in the development of parks and recreation programs and the utilization of all present potential and future recreational resources available with the state of South Dakota.
- F. To cooperate with all city, county, state and federal agencies, as associations and organizations concerned in furthering the park and recreation movement.
- G. To provide and encourage high standards of professional qualifications, ethics, and training.
- H. To encourage study and research on matters of professional and park interest.

**ARTICLE III – Membership**

SECTION 1. Membership in this association shall consist of those persons and organizations meeting the requirements as provided herein after or in the bylaws.

**ARTICLE IV – Officers**

SECTION 1. The officers of the association shall be president, president-elect, and secretary-treasurer. Officers terms will be for one year with the exception of the secretary-treasurer position which will be a two-year term.

SECTION 2. If any vacancy occurs during the year, the president has the authority to appoint a member to fill the vacancy for the balance of the year, or term.

**ARTICLE V - Executive Board**

SECTION 1. There shall be an executive board consisting of the officers, the immediate past president, chairmen of all standing committees, NRPA Representative, and two members-at-large. The members-at-large will be nominated and elected for two-year terms at the annual meeting. Their terms shall not terminate the same year.

**ARTICLE VI - Representative to National Recreation and Park Association**

SECTION 1. **ARTICLE VI - Representative of South Dakota Parks and Recreation Association**

When necessary an election will be held at the annual meeting/conference for representatives of South Dakota Parks and Recreation Association for the Midwest Regional Council and the National Recreation and Park Association. The member or members so elected must be members of

The National Recreation and Park Association. The NPRA Representative will be nominated and elected for a term of three years at the annual meeting.

## ARTICLE VII – Committees & Groups

SECTION 1. The President, with the approval of the elected officers, shall appoint for his/her term of office the Chairpersons of the following committees: ~~Nominations and Awards~~ Awards and Elections; Activities; Memberships; Communication; Aquatics; Maintenance School; Constitution/Legislation; ~~Cemetery~~ Parks, Forestry and Open Spaces; Community Recreation Centers; Municipal League; Student; Therapeutic Recreation; and Scholarships and Special Projects.

SECTION 2. Such committees may be appointed or dissolved by the president as may be deemed necessary in the interests of the association.

SECTION 3. Provision shall be made in The South Dakota Park and Recreation Association whereby branch groups can be formed as a branch of this group whenever there are enough members interested in forming a branch. The duly selected chairman of the appointed branch group shall automatically become a member of the executive board.

SECTION 4: Committee chairpersons shall hold this position for no more than three years at which time it will be open to all members for interest. If no interest is shown for this position the current chairperson is welcome to stay for another three years. There will be a three year rotating schedule of committee chairperson terms: as follows:

Year one = Communications<sub>1</sub>; Membership<sub>1</sub>; Municipal League

Year Two = Awards and Elections<sub>2</sub>; Maintenance School<sub>2</sub>; Scholarships and Special Projects<sub>2</sub>; ~~Certification and Registration~~

Year Three = Activities<sub>3</sub>; Aquatics<sub>3</sub>; Community Rec Centers<sub>3</sub>; Constitution/Legislation<sub>3</sub>; Parks, Forestry and Open Spaces

## ARTICLE VIII – Amendments

SECTION 1. This constitution may be amended at the annual meeting if two thirds of the association members present desire to amend the constitution - provided thirty days written notice of such amendments is given to the members entitled to vote.

# BY-LAWS

(As amended, September 1994, September 1996, September 1998, September 2008, September 2012, September 2017)

## ARTICLE I – Membership

Membership in The Association shall be designated ~~as professional individual associate, agency associate, contributing, student and honorary~~ by the following categories:

- ~~A. Professional membership shall consist of any persons actively engaged in parks and/or recreation in the state of South Dakota on a full-time basis. They are entitled to all privileges of membership.~~
- ~~B. Individual associate membership shall consist of any persons interested in parks and/or recreation but do not qualify for individual professional membership. They are entitled to all privileges of membership except they may not hold office.~~
- ~~C. Contributing membership shall consist of any commercial or profit making organization interested in promoting parks and recreation in the state of South Dakota. Members are entitled to all privileges of membership except they may not vote or hold office.~~
- ~~D. Student membership shall consist of any student in any accredited institution of learning having an interest in South Dakota Parks and Recreation. Members are entitled to all privileges of membership except they may not hold office.~~

~~E. Annual dues are:~~

<del>Professional</del>	<del>\$20.00</del>
<del>Individual Associate</del>	<del>\$15.00</del>
<del>Contributing</del>	<del>\$75.00</del>
<del>Student</del>	<del>\$7.50</del>
<del>Class I communities of 5,000+ population</del>	<del>\$250/year</del>
<del>Class II communities of 500 – 4,999 population</del>	<del>\$50/year</del>
<del>Class III communities of less than 500 population</del>	<del>\$25/year</del>
<del>State and Federal agencies</del>	<del>\$1,000/year</del>
<del>Universities, including faculty and students</del>	<del>\$100/year</del>
<del>HSC &amp; Therapeutic Recreation organizations</del>	<del>\$50/year</del>
<del>Business Dues</del>	<del>\$100/year</del>
<del>Honorary</del>	<del>None</del>

F.A. \_\_\_\_\_ Annual dues are payable at the annual meeting each year, and are effective through Dec. 31 of the following year.

G.B. \_\_\_\_\_ The executive board may, as its discretion and by at least a two-thirds vote of the entire board, suspend or expel any member for conduct detrimental to the interests or welfare of The Association; provided, however, that 30 days written notice of such proposed action shall be given the member involved, and an opportunity for a hearing, if desired by the member, shall be afforded before action is taken.

H.C. \_\_\_\_\_ Any member in good standing transferring from another state society to the state of South Dakota shall upon presentation of his membership, be granted the rights and privileges qualified for in the South Dakota Association with further payment of dues for the current annual period.

Honorary life membership in the association may conferred upon a person who has made outstanding contributions in the park and recreation field. Candidates will be nominated by the executive board and elected at the annual meeting by two thirds of the membership present. An honorary member is entitled to all privileges of membership.

I.D. \_\_\_\_\_

## **ARTICLE II - Duties of Officers**

The duties of officers will be as common usage indicates.

- A. The president of The Association shall act as presiding officer of both The Association and the executive board.
- B. The president-elect shall preside at official meetings in the absence of the President. When acting in the place of the president she/he has all the powers, duties, privileges, and responsibilities of the president. The president-elect shall serve as liaison for the annual conference between the executive board and the conference host.
- C. The secretary-treasurer of the association shall keep a careful and authentic record of the proceedings of the organization. The secretary-treasurer takes notes so that the exact wording of a motion or motions pending before the association may be furnished; prepares a roll of members and calls it when necessary; calls the meeting to order in the absence of the presiding officers; preserves all records, reports and documents of The Association except those specifically assigned to the custody of others; provides the president at the beginning of each meeting with a detailed order of business, including unfinished business, committees which are to report and any announcements to be made; brings to each meeting a copy of the constitution, bylaws and standing rules of The Association, together with a list of the members of all the standing and

special committees; performs other duties referred to him/her from time to time by the president and the executive board; and shall make such other expenditures as may be authorized. The secretary-treasurer shall conduct association business under a fiscal plan approved by the executive board and shall have the authority to approve and execute disbursements of association funds. The funds shall be kept in a bank authorized by the executive board.

### **ARTICLE III - Duties of the Executive Board**

- A. It shall be the duty of the executive board to carry out the instructions of The Association and to take official action between meetings of The Association.
- B. The executive board shall make an annual report to the association. This report is to be presented at the annual meeting and shall include a report of all finances.

### **ARTICLE IV - Duties of Standing Committees**

The president shall appoint as many qualified members as necessary to carry on the work of the committee. In addition, the chairman is required to submit an annual report of the activities of the committee. No person shall be appointed to a committee without first securing their consent.

Committee chairpersons shall hold this position for no more than three years at which time it will be open to all members for interest. If no interest is shown for this position the current chairperson is welcome to stay for another three years. There will be a three year rotating schedule of committee chairperson terms.

Year one; Communications; Membership; Municipal League.

Year two; Awards and Elections; Maintenance School; Scholarships and Special Projects.

Year three; Activities; Aquatics; Community Recreation Centers; Constitution and Legislation; Parks, Forestry and Open Spaces.

### **ARTICLE V – Meetings**

- A. Time and place of the annual meetings shall be affixed by the Executive Board. A ten year rotation is in place in case a city does not step up to host the event. See the list below. The host will be responsible for coordination of all plans with the President-Elect. The host is responsible for arranging the program, housing, meeting rooms, indoor/outdoor exhibit areas, meals, snacks, A-V equipment, land transportation for special speakers, and handling all aspects concerning exhibitors. The host is expected to stay within the budget and submit to the President-Elect a final report including finances within two weeks of the annual meeting.

Looking at a rotation for State Conferences – 10 years out

Spearfish  
Mitchell  
Sioux Falls  
Aberdeen  
Brookings  
Custer or Rapid City  
Yankton  
Watertown  
Huron  
Pierre

- B. Meetings of the executive board shall be at the call of the president. There shall be at least three meetings per year in addition to the annual meeting. Board members shall have the ability to use conference calling and other technology to conduct association business.
- C. The quorum of the meetings of this association shall be as follows:
  - (1) 50% of executive board members represent a quorum at executive board meetings, and
  - (2) 25% of active members in good standing represent a quorum at annual or special meetings.

#### **ARTICLE VI - Nomination and Election Procedure**

- A. Terms of officers: Terms of office for newly elected officers and representatives shall begin on January 1 of the year following the annual meeting/conference. A president-elect shall be elected annually. Each president-elect shall serve a three-year term. The first year as president-elect, the second year as president and the third year as past-president. The secretary-treasurer shall be elected for a two-year term.
- B. The nominating committee shall prepare a slate of officers and shall submit the slate to the secretary at least three weeks prior to the annual meeting. The nominating committee shall nominate two for each office. No person shall be nominated by the committee without first securing his or her consent.
- C. Election of officers shall be held at the annual meeting. The president may invite nominations from the floor.

- D. The vote shall be by usual procedures and the person or persons receiving the majority number of votes shall be declared elected. In case of a tie the executive board will decide the candidate by a majority vote.
- E. Election of officers shall be by secret ballot.
- F. In the event that an election of officers can not happen at the annual meeting, the election may be conducted through electronic balloting of the active association membership.

#### **ARTICLE VII – Publications**

- A. A newsletter and report shall be published as authorized by the executive board.

#### **ARTICLE VIII - Dissolution of Organization**

- A. In the event that the officers and membership of The Association shall decide to cease function and dissolve the organization, it shall be the duty of the president and executive board to disburse all of the funds, assets and holding of The Association existing at that time. All funds, assets or other holdings of The Association will be divided and donated on an equal basis to all colleges and universities in the State of South Dakota offering majors in the field of parks and recreation for the purpose of providing scholarships to students enrolled in those curriculums.

#### **ARTICLE IX – Amendments**

These bylaws may be amended by a two-thirds vote of the members present and voting at any annual meeting of The Association, providing thirty (30) days notice shall be given.