



*Donovan Carpenter, President*

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## DISTRICT MEETINGS

District 1: November 3<sup>rd</sup>, Stratford Theater, Stratford SD.

**District 2: November 7<sup>th</sup>, Mitchell Vo-tech Amphitheater, 1800 E. Spruce St, Mitchell  
1<sup>st</sup> driveway east of railroad at Technology Center, NW corner of building**

District 3: November 6<sup>th</sup>, 1200 Izaak Walton Club House, Izaak Walton Rd, Pierre

**District 4: November 5<sup>th</sup>, 8221 South Hwy 16, Mystic Ranger District Office, Rapid City**

DRAFT	2014 District Weed and Pest Meetings	DRAFT
8:30 - 9:00	Registration	ASDW&PB
9:00 - 9:30	Introductions and Agency reports	ASDW&PB
9:30 - 10:15	Round table SDDOT GFP FSA others	SDDA
10:15 - 10:30	Break	Break
10:30 - 11:00	2014 Research topics	SDSU
11:15 - 11:45	Bio-control Nothing new but what is being worked on	SDDA
11:45 - 12:00	Grants and Other Funding	SDDA
12:00 - 2:45	Lunch and Business meeting	ASDW&PB
	Minutes	
	Weed & Pest Commission Report	
	Supervisors Avocation Report	
	State Association Report	
	Old Business	
	New Business	
	<b><u>Merger discussion</u></b>	
	Elections	
	Chairman	
	Vice Chairman	
	Secretary	
	Commission Nominees District 3	
	Meeting site 2014	
2:45 - 3:00	Break	Break
3:00 - 3:30	Does every weed need to be sprayed?	SDSU
3:30 - 4:00	New Weeds to Watch for EDRR	SDDA

## Reports due in Pierre

The annual Inspection Report is due in Pierre by November 1<sup>st</sup>.

The Annual Reports and Fiscal Reports are due in by January 31<sup>st</sup>.

The Pierre office is already receiving request for weed and pest acreage numbers so please get the inspection reports in as soon as possible.

Remember: to be eligible for a Competitive Grant you must have all your reports in by the deadline.

### **Weed & Pest Fund Grant Requirements for FY2016 are:**

- a. Counties must have prior year's annual reports, tours and summaries filed with the Department of Agriculture by February 1, 2015.
- b. County Weed & Pest Supervisor and/or a county representative must attend at least one training session per year if provided by the department. (1 county personnel must attend)
- c. County Weed & Pest Supervisor and a county representative or board member must attend the annual weed and pest conference. If the representative isn't a board member, they must be a resident of the county. (2 county personnel must attend) (See note below\*\*)
- d. County Weed & Pest Supervisor and county representative or board member must attend a district weed meeting. (2 county personnel must attend)
- e. 50/50 cost share is required
- f. A husband and wife will not be considered two representatives from a county

#### **\*\* NOTE \*\***

- If only one person (supervisor or designee) attends the conference they are qualified to receive grant funds.
- If a grant is awarded, the breakdown of funds will be:
  - Full amount of the grant will be awarded if the county meets all the requirements, including 2 attendees at the Conference
  - One half of the full amount of the grant will be awarded if the county meets all the requirements, but has only 1 attendee at the Conference
- If in the event that a certain county or counties doesn't receive/qualify for funding, the remaining funds will be divided amongst the remaining counties that have met the requirements and to divide that funding equally to the nearest \$100, without exceeding spending authority.

### **Promotion Items**

**If your county is in need of promotion items, get your order to Gary before November 1 and they will be delivered to your district meeting. Gary will bill you after district meetings.**

### **RAFFLE FOR SCHOLARSHIP**

The scholarship committee has once again purchased a rifle to be raffled off to help fund the scholarship program. Chances will be available at the district meetings and until all are sold.

### **NEW BYLAW DRAFT**

Please find, below and on following pages, the rewrite of our bylaws to include SISMA, Supervisors, Board Member and others. The committee has met several times and has come up with this proposal. Please review and come to the district meetings with suggested changes to improve it in writing. We will be discussing it and accepting written and oral suggested changes. A very strong vote at our early spring conference asked this to happen. After District meetings the committee will meet again and finalize the draft to be voted on in February at conference.

## CONSTITUTION AND BY-LAWS

### ASSOCIATION OF SOUTH DAKOTA COUNTY-WEED AND PEST BOARDS

*(Association name change may be considered, but would have to go through state legislation to reflect the change)*

#### PREAMBLE

This association is established to bring closer together, for mutual helpfulness, the County Weed and Pest Boards ~~membership and its associate members~~. The purpose of the Association is to exchange ideas, experiences, opinions and information and discuss and plan, means of securing more adequate and effective Weed and Pest Programs through research, education, organization, enforcement and coordinated effort. This association is organized exclusively for charitable, educational, religious or scientific purposes within the meaning of section 501(c)(3) of the Internal Revenue Code.

The original Constitution and By-laws of this association were adopted at the annual meeting of the association held March 22, 1955 at Mobridge, South Dakota. The Constitution and By-laws were revised and adopted at the annual meetings held in Aberdeen, South Dakota, March 13, 1975; Mitchell, South Dakota, March 8, 1983; Brookings, South Dakota, February 22, 1993; Mitchell, South Dakota, February 23, 1994; Rapid City, South Dakota, February 2009; Aberdeen, South Dakota, February 2010; and Rapid City, South Dakota, February 20, 2015. At the annual meeting held in Rapid City, South Dakota, February 20, 2015 the South Dakota Association of Weed & Pest Supervisors (established in 1992) and South Dakota Invasive Species Management Association (established in 2010) have agreed to dissolve both organizations to allow one comprehensive South Dakota weed & pest association.

The Association ~~Secretary-Treasurer~~ Executive Secretary is instructed to have the Constitution and By-laws printed and made available to all members. The Association requests a copy be included in future printings of the Noxious Weed and Declared Pest Control Handbook. The Association of South Dakota County Weed and Pest Boards recognize all people without regard to race, religion, sex or national origin and is an Equal Opportunity Employer.

#### MISSION STATEMENT

To promote awareness and encourage control of noxious weeds and pests in South Dakota by distributing educational resources to tribes, government agencies, landowners and the general public.

#### ARTICLE I- NAME

The name of this organization shall be the Association of South Dakota County Weed and Pest Boards.

#### ARTICLE II- MEMBERSHIP

##### ~~Section 1- Eligibility~~

~~Individual County Weed & Pest Boards and Associate members shall be the membership upon payment of dues.~~

##### Section 2 1- ASSOCIATE FULL MEMBERS

Associate Full Membership shall be open to all governmental bodies, groups, organizations, agencies, companies, and individuals concerned with weed & pest management in the state of South Dakota who have paid their dues in full.

##### Section 2 – ASSOCIATE MEMBERS

Associate members shall be any governmental bodies, groups, organizations, agencies, companies, and individuals who wishes to join the association and pays associate membership dues. Associate members cannot vote and are

not eligible to serve on the board of directors. Associate members may serve on committees and have the floor at any meeting of the association. County Weed & Pest Programs are not eligible to be associate members.

### ARTICLE III- OFFICERS AND DUTIES

#### Section 1 - Officers

The officers of this association shall be president, 1<sup>st</sup> vice-president, and 2<sup>nd</sup> vice-president. The outgoing president shall receive the title of Past President (non-voting). ~~and secretary-treasurer. The officers shall be nominated and elected from the list of County Weed & Pest Board Members filed with the State Weed and Pest Commission during the last business year, except the Secretary-Treasurer need not be a member of a County Weed & Pest Board.~~ Officers can only be members that represent county weed and pest programs.

#### Section 2- Duties

- (a) The President shall preside at all meetings and shall appoint such committees as they determine necessary to carry on the activities of the association.
- (b) In the absence of the president the order of assumption of duties of the President shall be 1<sup>st</sup> Vice-President, 2<sup>nd</sup> Vice-President.
- (c) ~~The Secretary-Treasurer~~ Executive Secretary shall keep minutes of all meetings, correspondence of the association and shall keep a record of all assets and liabilities of the association. This office shall be responsible to collect dues and other monies and give a proper accounting report at the annual meeting or as directed by the executive board.
- (d) The Past President shall serve as an active advisor to the ~~Association Executive Board~~ Board of Directors and Executive Committee. They shall enjoy all the rights and privileges of other board and committee members, except voting.

#### Section 3 - Terms of Office

Officers of the Association of South Dakota County Weed & Pest Boards shall be elected at the annual meeting for a term of one year beginning with the annual meeting at which they are elected. Officers shall assume the duties of their office at the close of the Weed and Pest Conference at which they were elected or are scheduled to succeed to the next highest office. If a vacancy exists during the year, the position may be filled by appointment by the President for the balance of the term.

#### Section 4 - Succession of Office of President

The election of officers at the 1984 annual meeting shall be for all offices. In subsequent elections only 2<sup>nd</sup> Vice President ~~and Secretary-Treasurer~~ shall be elected annually. The offices of President and 1<sup>st</sup> Vice President shall be filled by the outgoing 1<sup>st</sup> Vice President and the 2<sup>nd</sup> Vice President respectively. The second Vice President must be a ~~county board member at the time of the annual meeting prior to moving up to first Vice President~~ current member in a district that is not represented by the incoming President and 1<sup>st</sup> Vice President.

#### Section 5 - EXECUTIVE SECRETARY

(a) The Executive Secretary shall be employed by the Association upon approval of Executive Board and Board of Directors. The Executive Secretary shall be dismissed by the Executive Board, upon approval by the Board of Directors. Compensation to the Executive Secretary shall be established annually by the Executive Board and Board of Directors. The Executive Secretary shall attend all meetings of the membership, Board of Directors, and attend all District Meetings. Full and complete records of the minutes of such meetings shall be kept and distributed in a timely manner. They shall perform such other duties as defined in the position statement. (b) The Executive Secretary shall receive and care for all

the funds of the Association, shall keep an accurate account of the funds received and disbursed, and shall be required by the Executive Board and Board of Directors to give bond in such amount as the Executive Board and Board of Directors may determine. The Executive Secretary shall prepare reports regarding the funds and property of the Association, whenever required to do so by the Executive Committee or the President, making available all records necessary for an Association audit.

#### ARTICLE IV - VOTING

##### Section 1 - Number of Votes

Each ~~County Weed & Pest Board~~ full membership ~~and associate members~~ or designee shall have one vote, if present at the vote.

(a) The method of voting will be decided upon by ~~a majority of the members in attendance~~ the president at the meeting for all matters except election of officers with shall be by ballot.

(b) A person must be present and may only cast one vote.

#### ARTICLE V - ELECTIONS

##### Section 1 - ~~Election Date~~ Officers

Elections of executive officers of this association shall be held at the annual meeting by the membership present.

##### Section 2 - ~~Nominating Committee~~ Board of Directors

~~The nominating committee consisting of the secretary of each district or their designee shall meet prior to the annual meeting with one member designated as chairman. This committee shall select two names for each Association officer vacancy as a slate of candidates.~~ Election of District Representative and their alternate to serve on the Board of Directors shall be held at the district meeting by the membership present. District Representatives must be from a county weed & pest program. Alternates that move into the District Representative will fulfill the remaining of the current term. Election of (1) Industry Representative and (1) Governmental Representative on the Board of Directors will be held at the annual meeting by the membership present. Initial terms the Board of Directors elected in 2015 will be staggered as follows: District 1 Representative (2 year), District 2 Representative (1 year), District 3 Representative (2 year), District 4 Representative (1 year), Industrial Representative (2 year), Governmental Representative (1 year).

~~The chairman shall also A call for nominations from the floor and upon close of nominations; a ballot vote election shall follow. The candidate receiving a plurality number of votes shall be declared elected. In case of a tie vote, a second ballot shall be given and if still a tie vote, the chairman- winner shall be decided the vote by a flip of a coin. The nominating committee Members or others designated by the chairman shall be the official election canvas or tellers. Results of the election are to be recorded in the official meeting minutes. All nominees shall be official County Weed & Pest Board Members in their respective counties during the past calendar or current calendar year, except the Secretary-Treasurer who need not be an official board member- current members of the association, with the exception of the Governmental Representative.~~

##### Section 3. State Weed & Pest Control Commission

~~This committee shall review district nominees selected-~~ Members present at the district meeting shall submit names for State Weed & Pest Control Commission appointment consideration. If three nominees have not been submitted for each vacancy ~~the~~ board of directors shall select as many additional eligible nominees as required to comply with SDLC 38-22-3.

#### ARTICLE VI - EXECUTIVE BOARD AND BOARD OF DIRECTORS

##### Section 1 - Executive Board

The officers of this association shall be the executive board. It shall be the duty of the executive board to represent the association in all matters occurring during the interim between annual or special meetings.

## Section 2 - Board of Directors

To assist the executive board in carrying out the business of the association there shall be ~~an executive committee a~~ board of ~~four~~ six members. Industry Representative, Governmental Representative, and four county weed & pest program members representing the four districts of the state as follows: One representative from District 1 shall reside within the counties of Beadle, Brookings, Brown, Clark, Codington, Day, Deuel, Edmunds, Faulk, Grant, Hamlin, Hand, Hyde, Kingsbury, Marshall, McPherson, Roberts or Spink counties; one representative from District 2 shall reside within the counties of Aurora, Bon Homme, Brule, Buffalo, Charles Mix, Clay, Davison, Douglas, Hanson, Hutchinson, Jerauld, Lake, Lincoln, McCook, Miner, Minnehaha, Moody, Sanborn, Turner, Union or Yankton ; one representative from District 3 shall reside within the counties of Bennett, Campbell, Corson, Dewey, Gregory, Haakon, Hughes, Jackson, Jones, Lyman, Mellette, Potter, Stanley, Sully, Todd, Tripp, Walworth or Ziebach; one representative from District 4 shall reside within the counties of Butte, Custer, Fall River, Harding, Lawrence, Meade, Pennington, Perkins, or Shannon. The ~~members~~ district representatives and alternate of the board of directors shall be elected at the annual district meetings. The Industry and Government Representative of the board of directors shall be elected at the annual meeting. ~~A member of the executive committee shall serve for one year or until his successor is elected and qualified.~~ Representatives of the board of directors shall be eligible to serve three two year terms if elected and must be off two years to be eligible for election to the board of directors or serve as an area alternate again.

## Section 3 - District Meetings

Each Weed & Pest District shall hold an annual meeting. The place for the district meeting is to be the decision of the elected District officers, unless decided in the district business meeting by the majority vote. ~~In as much as possible, district rules will be the same as the State Association Constitution and By-Laws except any member may be a district officer. There shall be elected in each district a chairman, vice chairman and secretary. The District Executive Secretary shall send a copy of the District meeting minutes to the Association Secretary association membership. The chairman or his designee shall be the director to the State Association Executive Committee. Districts responsible for nominees for appointment or reappointment of a State Weed & Pest Control member shall select names to be considered for appointment by the Governor. These names shall be submitted to the State Association before the annual meeting to be considered along with nominations from the floor to compile a list of eligible nominees of at least three names for each appointment. The Association secretary treasurer executive secretary shall present the approved list to Secretary of Agriculture of South Dakota for presentation to the Governor of South Dakota for his/her consideration as per SDCL 38-22-3.~~

## Section 4 - Voting

Full members may only vote for district representative in their home district, but may ~~only~~ vote for officers, Industry and Government Representative, commission nominees ~~in their home district~~ at the annual meeting.

## ARTICLE VII – MEETINGS

### Section 1 – Annual Meetings

The annual meeting of the association shall be held during the annual State Weed & Pest Conference.

### Section 2 – Special Meetings

Special meetings (which may be conference calls or other electronic means) may be held at the call of the President, who shall give a minimum of 3 day notice of the meeting.

## ARTICLE VIII –AMENDMENTS

This constitution may be amended or new articles and sections added by the voting members at any annual meeting of the association by a two-thirds (2/3) vote of the members voting or at a special meeting called for the purpose of changing the Constitution and where all ~~County Weed & Pest Boards and associate~~ members received a ~~written~~ 7 day notice giving time and place of the special meeting and stating the purpose.

## ARTICLE IX – BY-LAWS

### Section 1 – Transaction of Business

All business of this association shall be transacted at the annual meeting or at duly called special meetings.

### Section 2 – Quorum

Members present at any duly called meeting shall constitute a quorum to transact business for the association.

### Section 3 – Order of Business

The order of business shall be that advocated in “Roberts Rules of Order”.

### Section 4 – Per diem and Expenses

Members of this association shall serve without salary. The Executive Committee and Executive Board may be approved for compensation for lodging, salaries and meals for duly called annual or special meetings and legislative duties along with necessary traveling expenses. Compensation rates will be identical to South Dakota authorized travel allowances, out of association treasury funds when approved. Expenses for attending the annual meeting shall be county expense except for the Executive Board meeting prior to annual meeting. Travel to other meetings by the Executive Committee will be compensated for out of association treasury funds when approved. Other charges such as telephone and supplies will be paid by the association when submitted for approval. Travel by district chairmen and Vice presidents to other meetings must be pre-approved by association president prior to travel. Request for payment shall be submitted in accordance with other provisions of this section and approve by the President. ~~Secretary-Treasurer~~ Executive Secretary shall be allowed necessary office expenses and also be compensated an annual fee.

### Section 5 – Records

All records of this association shall be retained for a period of seven years in suitable storage facilities. Records older than this shall be screened by the executive board and pertinent records shall be retained for posterity. Official original copies of minutes shall be retained in a minute book provided by the association. One copy of each meeting’s minutes shall be published in the next Association newsletter. The annual treasurers report shall be presented at the annual meeting of the association and upon approval by the auditing committee and the membership be made a part of the official meeting minutes. This association shall make a summarization of meetings and an official treasurer’s report to the State Weed & Pest Commission at their annual meeting.

### Section 6 – Dues

Dues of this association shall be set at the annual meeting for the current year. If there is no corrections the amount of dues, they shall remain the same as the past year and be assessed toward each full and associate member. Dues are to be paid to the association ~~treasurer~~ executive secretary.

### Section 8 – Money Depositories

The executive board shall approve the institutions in which the association monies are to be deposited and authorize the proper check forms for the disbursements of funds or payment of approved expenditures.

### Section 9 – Other Activities & Events

