

INTERNATIONAL WILDLIFE CRIMESTOPPERS, INC.
CONSTITUTION AND BY-LAWS and MISSION STATEMENT

APRIL 27, 1998

ARTICLE I - NAME

The name of this association shall be International Wildlife Crimestoppers, Inc.

ARTICLE II - MISSION

International Wildlife Crimestoppers' Mission Statement is simple: We Are Dedicated to Stopping ALL Poaching. We are a non-profit membership organization created by wildlife resource officers dedicated to reducing the illegal taking of the world's fish and wildlife resources through the global exchange of information with anti-poaching organizations. We strategically partner with effective like-minded organizations that support sustainable use of our natural resources. With special emphasis on youth education, we provide public education on the difference between sustainable use and poaching, creating a force multiplier for law enforcement charged with protecting the world's natural resources.

ARTICLE III - OBJECTIVES

The objectives of the association shall be:

1. To encourage the collection and exchange of information on wildlife poaching crimes from member agencies and organizations.
2. To provide information and education for the members and the public on reporting and preventing wildlife poaching crimes.
3. To encourage and promote close cooperation between civilian organizations and wildlife law enforcement agencies to recognize and reduce violations through the use of crimestopper programs.
4. To assist in developing training programs and funding ideas for programs for the apprehension of violators of wildlife crimes.

ARTICLE IV – NON-PROFIT STATUS AND DISSOLUTION

1. The purposes for which the association is organized are exclusively charitable, religious, and educational within the meaning of section 501(c) (3) of the Internal Revenue Code of 1954 or the corresponding provision of any future United States Internal Revenue Law.
2. The Association shall continue to function until it is officially voted out of existence by a two-thirds (2/3) majority of the membership. In the event of dissolution, the residual assets of the association will be turned over to one or more natural resource organizations which themselves are exempt as organizations described in Sections 501(c)(3) and 170(c)(2) of the Internal Revenue Code or to the Federal, State, or local government for exclusive public purpose.
3. Notwithstanding any other provision of these articles, this association shall not carry on any other activities not permitted under Section 501(c) (3) of the Internal Revenue Code of 1954 or the corresponding provision of any future United States Internal Revenue law.

ARTICLE V – MEMBERSHIP

1. Requirements for Full Membership

Any agency or organization whose primary responsibility is the collection and passing on of information relating to violations of laws and regulations resulting in the immediate loss of fish, wildlife, or habitat in their state, province or country is eligible to apply for membership and will become members upon payment of the annual dues.

2. Members Defined for Full Membership

All authorized employees, or retired employees, of a member agency or organization will be considered as members of the association; however, for the purposes of conducting business and voting, each member shall appoint one person to act as the voting representative for that agency or organization. In any voting question that arises with the association, each member shall have one vote and that vote is to be cast by the member representative.

3. Associate Members

Individuals or businesses, which were granted Associate Member status before July, 2018, are “grandfathered” as an Associate Member. An Associate Member will have no voting rights, nor hold an elected office.

4. Honorary Members

Any member, official, or individual, who has demonstrated meritorious service to the furtherance of Association’s mission through significant and ongoing participation in the Association’s activities and responsibilities, may be nominated by any member and presented to the membership for an affirmative vote by the majority of members. Such persons may not hold an elected office, have no voting rights, and shall be exempt from annual dues.

5. Advisory Members

Advisory Members are an integral part of the Association bridging the gap between government member agencies and outside government supporters of wildlife conservation and function in an advisory capacity to the Association. The activities of an Advisory Member may include and are not limited to recommendations and assistance with marketing, promotion initiatives, raising funds, recruiting sponsors, grant research, and providing in-kind support from outside the Association. The position has no administrative or programmatic authority and is advisory only with no Association voting rights. Advisory Members serve on a volunteer basis and are exempt from dues. Advisory Members shall receive no compensation for their services other than costs incurred for implementation of required duties as detailed in the following objective, upon prior approval by the Executive Director and Executive Assistant.

The primary objective of Advisory Members is to support the goals and policies of the Association by:

- a. Providing and enlisting the expertise from the wildlife conservation community in support of Association’s mission.
- b. Assessing specific initiatives of the association. Resulting suggestions are designed to improve specific areas. Suggestions will be presented in writing to the Executive Director.
- c. Assisting in the recruitment of various corporate and non-governmental supporters in order to market and promote the Association’s mission.

An Advisory Member may resign from the position by giving written notice to the Executive Board. If an Advisory Member is unable to perform duties requested by the Executive Board, such board has the right to terminate the Advisory Member after a majority vote of the Executive Board. Such determination will be delivered to the board member(s) by written notice, signed by all Executive Board members. Advisory Members shall report monthly to the Executive Director on all pending and future activities, affecting the Association. A compilation of an annual report will be submitted to the Association’s Executive Director in January each year for inclusion in the Association’s annual newsletter.

6. Lifetime Associate Members

Individuals, who were granted Lifetime Associate Member status before July, 2018, are “grandfathered” as Lifetime Associate Members. This membership was conferred upon individuals who have supported the organization at an extraordinary level of work or financial contributions. Grandfathered Lifetime members may participate in all activities, are not eligible to vote, and are not required to pay annual membership dues or conference registration

7. Dues

The dues for full membership shall be two hundred dollars \$300.00 (US) per member agency or organization. . Dues for individual associate members, who have been grandfathered into the Association or approved by the Executive Board, shall be thirty-five dollars \$35.00 (US). Dues are payable annually by April 1 to the Executive Assistant of the Association. Failure to pay these dues prior to the annual meeting automatically cancels membership in the Association. Reinstatement shall require payment of the current year’s dues.

ARTICLE VI – EXECUTIVE BOARD OFFICERS

1. Officers

The Executive Board of International Wildlife Crimestoppers, Inc. shall consist of:

- Executive Director – voting member; and shall serve a five-year term, appointed by the Executive Board, and approved by at least a two-thirds vote by the general membership. The Executive Director will report directly to the Executive Board.
- Assistant Executive Director – voting member; and shall serve a five-year term, selected by and reports to the Executive Director, and approved by the Executive Board.
- President – voting member; and shall serve a one year term immediately following a one year term as 1st Vice President.
- 1st Vice President – voting member; and shall serve a one year term immediately following a one year term as 2nd Vice President. After serving a one year term, the 1st Vice President shall move to the chair of President and reports to the President.
- 2nd Vice President – voting member; and shall serve a one year term upon being elected to the office of 2nd Vice President. After serving a one year term, the 2nd Vice President shall move to the chair of 1st Vice President and reports to the President.
- Executive Assistant, a voting member, appointed by the Executive Director and approved by the Executive Board, and will report to the Executive Board.
- Immediate Past President – voting member; and shall serve a one year term upon completing a one year term as President. (confers with any and all Executive Board members)

A candidate for these offices must be an authorized employee or retired employee in a member agency or organization. With the exception of the Executive Assistant, Executive Director, and Assistant Executive Director, officers shall serve one term and may not succeed themselves in the same office. A list of candidates for the office of 2nd Vice President shall be compiled and presented to the membership by the Nominating Committee at the annual meeting and shall be elected by a majority vote of the member representatives. The Nominating Committee shall be selected by the President and will consist of at least three members.

The Executive Board may initiate action on issues of importance to the association subject to ratification of a majority of the members either by telephone, E-mail or at the annual meeting.

Candidates for the position of Executive Assistant will be selected by the Executive Director and presented for a vote at the annual meeting. The incumbent Executive Assistant will not vote during the voting process. The Executive Assistant shall work and be compensated under a

contract negotiated with the Executive Director, and approved by the Board. The contract shall be subject to renewal on an annual basis.

Duties of the Executive Board members are presented outside these by-laws in the association's duties, procedures and guidelines.

ARTICLE VII – BOARD OF DIRECTORS

1. One representative from each agency or organization shall represent their agency on the Board of Directors. Membership in the Board of Directors will be used to fill positions on the standing committees.

ARTICLE VIII – MEETINGS

1. The Annual Meeting

The association shall hold at least one annual meeting in each calendar year at a location to be selected by the President. The date and location of such annual meeting shall be transmitted to the membership at least six (6) months prior to the meeting date.

2. Expense of the Annual Meeting

It is the intention of the association that the expense of the annual meeting is, as far as possible, covered by the participants of the meeting in the form of a registration fee and from donations and sponsors. However, should the fees not be sufficient to meet the reasonable expenses of holding the meeting, then the balance left shall be paid from the Association treasury.

3. Special Meetings

The Executive Director is authorized to call special meetings throughout the year as needed to conduct business.

ARTICLE IX - COMMITTEES

1. Standing Committees shall be established to monitor issues of interest to the Association during the year. Members may serve a minimum two-year term on the committee of assignment. The President shall appoint members to the following standing committees:
 - a. Legal – Shall monitor statutory or judicial actions that would be of interest to the members and report the same at the annual meeting or by such other notice if determined that the issue is of immediate concern or interest to the members.
 - b. Nominating – Shall prepare the slate of new officer(s) for the annual meeting vote. The President shall appoint a chairperson and a minimum of two members to the Nominating Committee prior to the annual conference. The Nominating Committee shall seek nominations from active members for the offices of 2nd Vice President, and Regional Director.
 - c. Audit/Finance – Shall annually review the finances and investments of the Association. The committee shall present its findings to the membership at the annual conference. The committee shall prepare a written report of its findings to the 2nd Vice President and Executive Assistant for record retention.
 - d. Regional Director – Shall maintain communication with states/provinces in their established region concerning association issues.
 - e. Special Ad Hoc Committees – As needed for a particular issue.
2. Committee Chair and Members

The President shall name the Chair of all committees and, after consultation with the Chair, shall name the members of each committee. The Chair is responsible for the activity of the committee

throughout the year and is further responsible for presenting a written report of its accomplishments at the annual meeting.

ARTICLE X - EXPENDITURES

Expenditures of association funds for items other than operating expenses shall require a written proposal outlining the project and providing a projected cost. Such proposals may be approved by the Executive Board subject to ratification by a majority of the member agencies or organizations through a phone or E-mail poll taken by the Executive Assistant or by a vote at the annual meeting. If an immediate business decision in the best interest of the Association is necessary, for expenses other than regular operating, such proposals may be approved by the Executive Board. When no expectation of expediency exists, then the decision may be approved by the Executive Board upon ratification by the member body.

Upon approval from the Executive Board, solicitations for grants, donations and similar items may be made in the name of the Association for merchandise, gifts or funds from non-members of the association for purposes that meet the mission of the association.

ARTICLE XI - AMENDMENTS

1. Submittal and Approval

Any changes or amendments to this Constitution and by-laws may be proposed by any member, but must be submitted in writing to the Executive Assistant. The Executive Assistant shall then ensure that every member receives the proposal in writing. Such changes or amendments may be approved by the Executive Board subject to ratification by a majority of the member agencies or organizations through a phone or E-mail poll taken by the Executive Assistant or by a vote at the annual meeting.