

CONSTITUTION AND BYLAWS
for the
COALITION FOR CONSERVATION
and
ENVIRONMENTAL EDUCATION (C2E2)

Revision approved April 1, 2008
Revisions approved November 27, 2007
Revisions approved November 7, 2001
Revision approved October 11, 2000
Approved May 29, 1997

ARTICLE I. NAME, VISION AND MISSION

The name of this organization shall be the "Coalition for Conservation and Environmental Education," (C²E²) hereinafter referred to as the Coalition.

VISION

"Developing a public that is knowledgeable, committed and motivated to take a balanced, active approach for a quality environment."

MISSION

Members of the Coalition agree to encourage, coordinate, improve and support environmental education in North Dakota to "prepare stewards of all ages with skills to evaluate issues; make informed choices; act responsibly; and take steps to maintain a sustainable, quality environment for present and future generations.

ARTICLE II. PURPOSE AND OBJECTIVES

PURPOSE

The Coalition facilitates communication, cooperation, collaboration, and coordination among the varied environmental education programs in the state. The Coalition serves the shared interests of public and private agencies and organizations, business, teachers and individuals distributing and using environmental education materials. In order to conserve, improve or utilize the environment of our State for the benefit of all, we do hereby agree to encourage, coordinate, improve and support environmental education in North Dakota.

The Coalition promotes citizen awareness and concern for the conservation and wise use of all natural resources and integrates educational efforts by:

- A. Providing information relative to natural resources in North Dakota.
- B. Developing an interest in and appreciation for local and global natural resources.
- C. Increasing a culturally sensitive understanding of the diversity and interdependence of people, animals, minerals, plants, soils, water and air.

- D. Helping citizens understand that everyone has a responsible role in the wise use and conservation of resources.

OBJECTIVES

- A. Provide information and available resources to promote environmental education.
- B. Support venues for sharing environmental education materials, ideas and leadership.
- C. Improve information regarding the organizations' environmental education programs and events.
- D. Develop joint training opportunities to facilitate the development and coordination of environmental education.
- E. Encourage participation of a representative from EE stake holders in the Coalition for Conservation and Environmental Education.
- F. Use the “North Dakota Environmental Education Strategic State Plan” as a guide to measure progress towards common goals. Determine changes needed in the “living document” as circumstances change and opportunities arise. Update and make the plan available to schools, agencies and organizations with a stake in EE on the web site.

ARTICLE III. MEMBERSHIP

The Coalition shall be composed of state and federal agencies; educational institutions and organizations; professionals, civic and social organizations; and any other groups or individuals with an interest in supporting environmental education in North Dakota. Persons who are interested in and wish to support the objectives of the Coalition may attend meetings, however, voting privileges become effective only after a membership fee is received. No person shall be compensated or reimbursed for activities.

Coalition membership may be terminated by:

- 1. Resignation submitted to the Executive Committee.
- 2. Action of the Executive Committee in case the member agency, institution, organization, group or individual is no longer in existence or has not participated or paid membership dues for at least two years.
- 3. Recommendation of the Coalition membership and affirmative vote of two-thirds of the Coalition members present and voting at any regular meeting of the Coalition.

ARTICLE IV. OFFICERS

The Executive Committee shall consist of a president, vice-president, and secretary/treasurer. The president, or other Executive Committee members in descending order, shall preside at all meetings of the Coalition. The officers shall have full voting privileges. The secretary/treasurer shall keep minutes of all Coalition meetings, maintain records of attendance at all meetings, and safeguard all documents. The secretary/treasurer will also make financial reports as directed by the Coalition. The Coalition may establish such additional officers as it deems appropriate. All Coalition officers shall be elected from the paid membership of the Coalition. At each regular fall meeting, a new Secretary/Treasurer will be elected and preceding officers will move up one position – example from Secretary/Treasurer to Vice-President and from Vice-President to President. New officers will resume duties at the next regular spring meeting.

The Executive Committee's responsibilities include:

- 1. Conduct the business of the Coalition between meetings.
- 2. Plan and coordinate the activities of the Coalition.
- 3. Represent the Coalition at activities and events.

4. Maintain, encourage and support the teams as may be established.
5. Prepare an annual financial report.
6. Report the Executive Committee's activities to the Coalition.

In the event of a vacancy of an elected officer, the position will remain vacant until the next regular Coalition meeting when an individual shall be elected. In the event of a vacancy in the presidency, the vice-president shall succeed the president.

EX-OFFICIO MEMBERS

The Coalition may appoint a maximum of four ex-officio members to the Coalition. Ex-officio members may be appointed for an unlimited number of terms. Ex-Officio members do not have voting privileges.

ARTICLE V. TEAMS AND TEAM FUNCTIONS

Teams may be determined by the membership to advance the mission of the Coalition. Team membership is voluntary. Members may serve on more than one team and serve until the team has accomplished its goal(s). Some teams may be on-going. Teams report their activities to date to the Coalition at regular meetings, and should submit a final report upon completion of their task(s). Each team will elect their own chair. The Executive Committee will monitor the progress of all teams.

ARTICLE VI. MEETINGS

The Coalition shall meet at least two times each year. One meeting will be held in the fall. The other meeting will be held in the spring. One of the two regular meetings shall be held in Bismarck, ND. Other meetings of the Coalition may be called at the request of at least ten Coalition members or by the Executive Committee.

The Executive Committee shall develop an agenda and may distribute it 30 days in advance of each meeting and no less than one week prior to the meeting.

A majority vote of the Coalition members present at any regular or special meeting of the Coalition shall be necessary to elect members to the Executive Committee or pass any motion affecting the Coalition.

The Coalition will not discriminate on the basis of race, sex, creed, color, age, national origin, individual handicap or veteran status in any aspect of services.

ARTICLE VII. COMPENSATION OF MEMBERS

No member shall be compensated or reimbursed for activities.

ARTICLE VIII. FISCAL YEAR

Fiscal Year: The fiscal year of the Coalition shall be from July 1 to June 30 of each year.

Revenue: The Coalition may generate monies from sources including, but not limited to the following:

1. Membership dues.
2. Subscriptions for newsletters and other services.
3. Sales of publications of materials endorsed, approved or produced by the Coalition.
4. Grant awards or donations.

Any monies generated will be held in an account accessible to the Executive Committee officers of the Coalition. Executive Committee officers shall have the authority to spend reasonable and appropriate amounts of money for Coalition activities. A yearly statement of income and expenditures will be made available to the membership at the fall annual meeting.

Debt: The Coalition may not borrow or create debt.

ARTICLE IX. AMENDMENTS

The Constitution and Bylaws of the Coalition may be amended by a two-thirds majority vote of the voting members present at any regular meeting provided all members are notified of the proposed amendment in writing prior to the meeting.

This revised Constitution and Bylaws are hereby adopted by the Coalition for Conservation and Environmental Education this 1st day of April, 2008.

Christina Hargiss, President, C²E²

Marilyn Snyder, Secretary/Treasurer, C²E²