

**ASSOCIATION OF NATURAL RESOURCES ENFORCEMENT
TRAINERS, INC**

BY-LAWS

Article I – Name

- A) The name of the organization shall be the Association of Natural Resources Enforcement Trainers.
- B) The name shall be abbreviated as ANRET

Article II – Membership

- A) Membership shall consist of any Natural Resource Enforcement Agency wishing to subscribe to the goals and objectives of the Association.
- B) An annual agency membership fee of \$250.00 (US Funds) shall be assessed each year. This fee is due and payable no later than at the registration of the Annual Conference. Membership fees shall be required of a natural resource enforcement agency wanting to remain in good standing whether attending or not attending the Annual Conference.
- C) Each member agency shall have one vote. Each agency shall designate one individual to serve as their representative during the business meetings.
- D) A Lifetime Member, by approval of the Board of Directors, shall be an honourably retired agency representative in good standing from a member natural resource agency and shall be exempt from membership dues.
- E) An Associate Member, by approval of the Board of Directors, shall consist of any person either corporate or individual that is willing to subscribe to the goals and objectives of the Association. An Associate Member has no voting rights in the association. The membership fee is \$250.00 (US Funds) and includes the receipt of all materials that were presented at the annual conference
- F) Membership in the Association lapses if the annual dues are more than one year in arrears
- G) Membership includes receipt of all materials presented at the annual conference and the Members only password to the website.

Statutory Reference: Sections 181.18 and 181.20, Wis. Statues.

**ASSOCIATION OF NATURAL RESOURCES ENFORCEMENT
TRAINERS, INC**

BY-LAWS

Article III – Board of Directors

- A) The affairs of the ANRET shall be managed by a Board of Directors (BOD). The BOD shall consist of five Officers - President, Vice-President, Treasurer and the Immediate Past President and an Executive Secretary.
- B) The offices of President, Vice-President and Treasurer shall be elected by the membership.
- C) The office of Immediate Past President shall be held by the last President holding office and until such time as a new President is declared at an Annual General Meeting.
- D) The office of Executive Secretary shall be appointed through a selection process. The BOD will call for applications, and will review those applications received and decide upon the successful candidate.
- E) The BOD shall exercise all lawful powers authorized in the by-laws, operations manual, and articles of incorporation and enumerated in Chapter 181, Wis.Statutes.

Statutory Reference: Sections 181.18 and 181.20, Wis. Statutes.

Article IV – Officers and Duties

President:

The President shall

- (i) preside as chair person at all meetings of the Association,
- (ii) appoint all special committees and their members and
- (iii) approve all warrants drawn on the funds of the Association.
- (iv) Assist the VP on committees

Vice-President::

The Vice-President shall

- (i) assist the President,
- (ii) preside at any meetings in the absence of the President,
- (iii) chair the Research & Development Committee and report the Committee's findings to the membership on an annual basis and,

ASSOCIATION OF NATURAL RESOURCES ENFORCEMENT TRAINERS, INC

BY-LAWS

- (iv) examine ways and means of standardising/coordinating law enforcement training among the members by reviewing training material and reporting to the general meeting any new techniques, the average method of training, and the areas of deviation in training.

Treasurer:

The Treasurer shall

- (v) notify membership of dues receivable,
- (vi) deposit the same in the name of the Association,
- (vii) issue warrants for expenses incurred by the Association when properly approved by the President,
- (viii) approve warrants for the annual meeting and conference, but shall not exceed a total amount set by the Board of Directors.
- (ix) report the financial standing of the ANRET to the general meeting,
- (x) maintain a financial record for the purpose of audit by any or all of the membership,
- (xi) transfer the appropriate funds to the agency hosting the conference for each year within three months after the Conference,
- (xii) mail notices of the Annual Conference by December 31st of each year and
- (xiii) provide all records to the Audit Committee at least one month (30 calendar days) prior to the annual business meeting for the purpose of an audit review.

The Immediate Past President:

The Immediate Past President shall

- (i) serve on the Board of Directors and
- (ii) provide advice and guidance to the President.

Executive Secretary

The Executive Secretary shall

- (i) report to and serve at the discretion of the BOD
- (ii) record the Minutes of the general meeting
- (iii) file an annual report no later than June 30th of each year to the OFFICE OF THE SECRETARY OF STATE, (30 W. Miffin, Madison, WI 53707),

ASSOCIATION OF NATURAL RESOURCES ENFORCEMENT TRAINERS, INC

BY-LAWS

- (iv) maintain a list of members of ANRET,
 - (v) Distribute the Minutes of the meeting to all members in good standing no later than 3 months after the conclusion of the annual meeting,
 - (vi) Maintain the Annual Conference materials and past conference photos,
 - (vii) Maintain a file on each Research and Development project.
 - (viii) Provide the web master with current information for the ANRET web page,
 - (ix) Review articles for publication written on behalf of ANRET,
 - (x) Act as Treasurer when requested to do so by the BOD and
 - (xi) Undertake additional duties as required by the BOD.
- A) The Officers shall assume their duties following completion of the meeting at which they are elected and shall continue in office until their successors are chosen by election at a regular meeting.
- B) Should an officer be unable to complete their term, the President will call a meeting of the BOD to determine an appointment to fill the vacated office. If the office is that of the President, then the Vice President will assume the office of President.

Statutory Reference: sections 181.25 and 181.26, Wis. Statues.

Article V – Election of Officers

- A) An election of Officers shall be held during the business meeting portion of the Annual Conference
- B) The office of the President, Vice President and Treasurer shall be held by a representative of a member agency and will be elected by a majority of the membership present at the annual meeting for a term of 2 years.
- C) An agency representative must be in good standing for more than one year to be able to stand for office
- D) Whenever possible, the membership of the BOD should reflect the international nature of the ANRET's membership.

Statutory Reference: section 181.25, Wis. Statues.

ASSOCIATION OF NATURAL RESOURCES ENFORCEMENT TRAINERS, INC

BY-LAWS

Article VI – Standing Committees

- A) The Research & Development (R&D) Committee, the Audit Committee and the By-laws Committee will be appointed for a term of one year by the President.
- B) Each Committee will have a minimum of three members of good standing.
- C) New committees may be appointed as required by the Board of Directors from direction of the membership
- D) Each committee should reflect the international nature of the ANRET membership

Audit Committee:

The Audit Committee will

- (i) review all financial records of ANRET and
- (ii) report to the general membership their findings.

Research & Development (R&D) Committee:

The R&D Committee, at the discretion of the President will

- (i) review any subject which, in the view of ANRET, needs to be standardized or
- (ii) have new techniques developed with regard to maintaining the objectives of ANRET.

The Vice President will report the Committee's findings to the membership at the Annual Conference.

By-Laws Committee:

The By-laws Committee will

- (i) propose amendments to the by-laws and
- (ii) update the by-laws as required.

**ASSOCIATION OF NATURAL RESOURCES ENFORCEMENT
TRAINERS, INC**

BY-LAWS

Article VIII – By-Laws

- A) The by-laws shall be reviewed annually.
- B) A member in good standing may submit a recommendation to make a change to the by-laws and that recommendation shall be submitted to the chair of the by-laws committee. Any proposed amendment(s) to the by-laws must be sent to the chair at least 60 working days before the annual business meeting. The by-laws committee shall review the recommendation(s) received and present the recommendation(s) to the Board of Directors prior to the annual business meeting. The recommended change(s) shall be presented to the membership for review.
- C) Amendment(s) must be approved by at least 2/3 majority of the Associations membership present at the scheduled business meeting at the Annual Conference.
- D) The initial by-laws of the association shall be adopted by the Board of Directors after the date of incorporation.

Statutory Reference: Section 181.13, Wis. Statutes.

Article IX – Meetings

- A) The membership present at each Annual Conference shall determine the location of the next meeting.
 - i) 51% of the membership present at the business meeting portion of the annual meeting must approve the location of the next meeting.
 - ii) Member agencies will be notified at least six months prior to a regular meeting of the dates and location of such meeting.
- B) The President at his/her discretion may call a special meeting to conduct and approve official business of the association
 - i) Member agencies shall be notified of the special meeting at least one month prior to the special meeting.
 - ii) Only the voting agency representative may be required to attend the special meeting
 - iii) Where appropriate member agencies may attend a special meeting in person or through telephone-conferencing.

**ASSOCIATION OF NATURAL RESOURCES ENFORCEMENT
TRAINERS, INC**

BY-LAWS

- C) The President at his/her discretion may call a meeting of the Board of Directors to discuss business of the association.
 - i) Minutes of the Board of Directors meeting shall be kept.
 - ii) The Minutes of the Board of Directors meeting shall be presented to the membership at the Business Meeting for information of the association members and for discussion and where appropriate for further action by the members of the association.

- D) A quorum of 60% of the BOD must be present to conduct and approve the official business of ANRET.

Statutory Reference: Sections 181.14, 181. 15, 181.16, 181.17, Wis. Statues.

Article X - Documents

Minutes and Workshop material will be sent to all members, life members and associate members in good standing.

Statutory Reference: Section 181.27, Wis Statues.