

CONSTITUTION

KANSAS ARBORISTS ASSOCIATION

AS AMENDED JANUARY 2007

I. NAME

Kansas Arborists Association

II. PURPOSES

- A. To stimulate interest in the planting and preservation of shade and ornamental trees.
- B. To improve tree preservation through good arboricultural practices.
- C. To cooperate in the conservation of trees and in the beautification of the countryside.
- D. To initiate and encourage scientific investigations into the various problems encountered in the practice of tree preservation and to cooperate in making the results available.
- E. To sponsor an annual meeting devoted to the exchange and presentation of information that will aid in the improvement of the practice of tree preservation and arboriculture.
- F. To encourage the display and demonstration of materials or equipment used in the practice of arboriculture by manufacturers or distributors.
- G. To administer the certification of arborists as provided for in Section V of the Bylaws of the Kansas Arborists Association.

III. MEMBERSHIP

- A. Membership shall consist of individuals or corporations. Corporate membership will be available for businesses, municipalities or governmental agencies.

- B. Charter Membership
 - 1. Those individuals registered at the organizational meeting held in the Wareham Hotel on the evening of January 17, 1957, are charter members.
- C. Honorary Life Membership shall be bestowed by a majority vote of the Board of Directors.
- D. Termination of membership
 - 1. Any membership may be suspended or terminated for just cause. Sufficient cause for such suspension or termination shall be (1) nonpayment of dues; (2) violation of any of the provisions of the Constitution and Bylaws or any agreement, rule, or practice properly adopted by the Association; or (3) any other conduct prejudicial to the interests of the Association. Such suspension or termination shall be by two-thirds vote of the Board of Directors after due notice and opportunity for hearing.
- E. Reinstatement of Membership
 - 1. Any member dropped for non-payment of dues may be reinstated by payment of current years dues.

IV. OFFICERS

- A. Officers of this association shall be a President, a Vice President, a Secretary-Treasurer. The President and Vice President shall be chosen by the Board of Directors from within its membership for terms of one year. The Secretary-Treasurer shall be appointed by the Board of Directors.
- B. The Board of Directors shall consist of nine members elected for terms of three years by a majority of the membership of the Association present at the Annual Meeting, except for the first year when three members shall be elected for one year, three members for two years, and three members for three years. Failure to attend at least one meeting of the Board of Directors each year will result in suspension from the Board of Directors.
- C. Members may not serve more than two consecutive terms on the Board of Directors (6 years). Additional terms may be served after the member has not served on the board for one (1) year.

- D. The President, Vice President, and Secretary-Treasurer will serve as an Executive Committee with powers to act on such matters requiring immediate attention between meetings of the Board of Directors.
- E. Replacement of Board of Director members during the year will be accomplished by contacting the member receiving the fourth highest number of votes during last election. They will be selected to serve the remaining term of the member to be replaced. If the member receiving the fourth highest votes is unable to serve, the Board of Directors will appoint a replacement member to the Board.

V. DUTIES AND POWERS OF OFFICERS AND BOARD OF DIRECTORS

A. OFFICERS

1. PRESIDENT

- a. The President shall act as presiding officer at all meetings of the Association and the Board of Directors. The President shall convene the Board of Directors whenever the affairs of Association demand or on the written request of any three members of such Board. The President will appoint all committees. The President or their appointed representative will attend the Kansas Horticulture Society and Kansas Agriculture Council meetings. The President in cooperation with the Board of Directors will determine what matters will come before the Association.

2. VICE PRESIDENT

- a. The Vice President shall assist the President and, in the event of their absence or disability, shall perform regular duties of the President. The Vice President shall arrange the program for the annual meeting and appoint local committees on arrangements, subject to the approval of the Board of Directors. Local arrangements must be coordinated with the Secretary-Treasurer.

3. Secretary-Treasurer

- a. The Secretary-Treasurer shall handle all routine business of the Association subject to the approval of the Board of Directors.
- b. The Secretary-Treasurer shall receive and disperse funds as ordered by the Board of Directors and shall be authorized to

endorse for deposit or collection checks, drafts, or notes. The Secretary-Treasurer shall receive such remuneration for services or travel expenses as approved by the Board of Directors. The Secretary-Treasurer will make reports as directed by the Board of Directors.

B. BOARD OF DIRECTORS

1. The Board of Directors shall have general supervision of the affairs of the Association and be empowered to act for the Association at and between its annual meetings. The designation of place and time of the annual meeting, the filling of vacancies which may occur in any elective office of the Association, unless otherwise provided for, and the supervision of its financial affairs shall be the duties of the Board of Directors.
2. It shall approve all just bills, but in no case shall the Board of Directors obligate the Association financially beyond the available funds in the treasury. It shall direct the Secretary-Treasurer in the discharge of his duties as herein provided and shall arrange for an annual audit of the books of the Association within 30 days prior to the annual meeting. It shall handle such other Association affairs that may be brought to its attention.
3. An elected KAA board member may be removed if they fail to attend at least one board meeting each year of their term. This is in addition to the meeting held during the Shade Tree Conference. This will require action by a quorum of the other KAA board members.

VI. MEETINGS

- A. There shall be an annual meeting of the Association at such time and place as may be designated by the Action of the Board of Directors.

VII. AMENDMENTS

- A. This Constitution may be amended at any annual meeting of the Association by a two-thirds vote of the membership present and voting, provided such amendments have been approved by the Board of Directors, and notice has been sent to all members by the Secretary at least one month in advance of the annual meeting, at which time proposed amendments will be voted on, a quorum being present. The proposed amendments must be clearly given in such notice, and voting by mail or authorized proxy will be permitted.

VIII. BYLAWS

- A. There shall be adopted as required such bylaws as are deemed essential to the development of good procedure in the Association. They shall not be at variance with Constitution, but shall be subordinate to it and shall be altered or amended to accord therewith.

BYLAWS

I. Dues and Privileges of Membership

- A. The annual dues for an active membership will be twenty dollars (\$20.00) for individual members and seventy-five (\$75.00) for corporation membership.
- B. Each active membership will have a voting power of one.
- C. Corporate members will have a voting power of one.
- D. Dues paid after October 1 will be applied to the following years membership.
- E. Membership will be dropped on members delinquent after April 1.

II. Fiscal Year

- A. The fiscal year of the Kansas Arborists Association will coincide with the calendar year.

III. Meetings

- A. Meetings of the Association and the Board of Directors will be conducted according to Robert's Rules of Order.

IV. A QUORUM shall consist of five members of the Board of Directors or three-fifths of the paid membership.

V. Certification of Arborists

1. Successful completion of the KAA Arborist Training Course or a university course in arboriculture. Other training may be acceptable subject to board approval.
2. Remove notary requirement.
3. Implement 3 categories of certification.

- A. Certified Commercial Arborist – Would require 2 years practicing experience.
 - B. Certified Municipal Arborist – Would require 2 years practicing experience.
 - C. Governmental/Education Arborist – Would require “4 - 5 years of practical experience applying and promoting sound arboricultural practices”.
4. Other combinations of education and experience may be acceptable by action of KAA Board.
 5. Require two signatures by a certified arborists, one must be in the same category as the one being applied for.
 6. Implement formal certification application review (One other signature). May require field inspection.
 7. CEU requirements and dues notice must be paid by April 15th or membership / certification will be revoked. **Individuals that lapse must reapply.**
 8. Certification will be administered by the Board of Directors of the Kansas Arborists Association. The Secretary-Treasurer will keep all records, process applications, handle fees, and perform all other appropriate duties.
 9. Training courses will be co-sponsored by the Kansas Arborists Association and Kansas State University. Such courses will be offered annually and will cover subject areas appropriate to the practice of arboriculture.

VI. Continuing Certification

- A. Mandatory recertification will be for a one-year period thereafter, following the year of initial certification, and will be attained by the following procedure.
 1. Current membership in the Kansas Arborists Association, adhering to all guidelines as presented in the Kansas Arborists Association By-Laws Section V.
 2. Additional CEU requirement – To attend either KAA Shade Tree Conference or Field Day every year.
 3. During the year the application is made for recertification due to lapse, and within a one-year period of time, the recertifying member must attend two of the approved events offered, and sign documentation during the event to signify the completion of the

requirement. Approved events are defined as: Arborist's Training, Advanced Training, either day of the annual Shade Tree Conference, and/or the annual (summer) Field Day.

- VII. De-certification must be for proven cause. Cause is defined as fraudulent or unethical practice as defined in the Arborists Code of Ethics, or failure to maintain the standards for certification as set forth in Section V, Paragraph A, of these Bylaws. Upon receipt of a written complaint against a certified arborist, the Board of Directors will investigate to determine the validity of the complaint. If, upon a majority vote, the Board determines that the complaint is valid, a hearing will be called and the arborist against whom the complaint is lodged and the person making the complaint will be called to testify. Such hearings will be held in an atmosphere of fairness and openness with all parties being given all reasonable opportunity to present their cases. Upon hearing all testimony, the Board will vote, and a unanimous quorum vote will be required for de-certification.

After eighteen months from the date of de-certification, the de-certified arborist may request in writing a re-certification hearing before the Board of Directors. The Board must, within sixty days, grant such a hearing at which the arborist will present evidence that he has for the preceding eighteen months or more met every standard for certification. At this hearing, the burden of proof will be on the arborist; and at the conclusion of his testimony, the Board will vote. A unanimous affirmative quorum vote will be required; and if so made, the arborist will be re-certified with all rights and privileges.