

North Central Association of RC&D Areas



Member Handbook

May 2003

Illinois, Indiana, Iowa, Michigan, Minnesota, Ohio, Wisconsin

North Central Association of RC&D's Member Handbook

I. Copy of Current By-Laws (2/1/2003) See Appendix for a Copy.

II. Statement of Purpose (March 18, 1988 Minutes)

“To communicate ideas and needs through planned programs at regular or special meetings, creating a service to the state RC&D's to better accomplish their goals.

To create a platform from which to launch projects of regional and national importance.

To sponsor representation to Washington D.C. to carry the RC&D message.

To foster cooperation with other public and private organizations, including other regional RC&D associations.

III. Standing Committees

By-Laws	Iowa
Budget	Treasurer's Home State
Legislative	As assigned by President of NCA of RC&D's
Newsletter	Minnesota
Awards	Ohio
Resolutions	Wisconsin

IV. Policy Statements:

1. Annual Meeting

A. Executive Committee Responsibilities

They will provide guidance to the host committee. They are responsible for the agenda and the business meeting.

B. Host Committee Responsibilities

They will set the agenda for training and social events with guidance from the Executive Board. Select the city and facility within the host state.

C. Financing

The host committee is responsible for financing the annual meeting through registration fees, donations and other sources of funds that are appropriate. In the event that there is a profit from the meeting, it shall be distributed as follows; one half to the North Central Association and one-half will go to the state association hosting the meeting.

D. Location

The site for the annual meeting will be rotated from state to state alphabetically.

2. Budget Policy

A. Budget

The budget committee will be comprised of the Treasurer, and two others appointed by the Treasurer from his state. The Budget committee will prepare and present a budget and dues recommendation at the the North Central Board Meeting before the Annual Meeting. The budget and dues will be approved at the Annual Meeting.

3. National Association of RC&D Areas, Inc.

A. Membership by individual councils will be encouraged. National dues will be sent via the Secretary-Treasurer of the North Central Association of RC&D Areas.

4. Newsletter

- A. Frequency, two times per year (October and May)
- B. Deadlines, 60 day lead time requested
- C. Distribution, names as submitted by each RC&D Area.
- D. Editing and Publishing, Giziibii RC&D, Bemidji Minnesota

5. Resolutions

The Resolutions Committee will review resolutions submitted to them. Those that are appropriate will be sent to the State Association Presidents/Chairperson for the State Associations to discuss, then to the Board of Directors for action. Copies of approved resolutions will be returned to the President/Chairperson of each state association and to other proper recipients. Resolutions that require concurrence from another organization shall be submitted to them for approval, after board action. A copy of all resolutions will be submitted to the National Association of RC&D Areas, INC.

6. Awards

A. Procedures

Applications will be submitted in the format established by the Awards Committee. The Awards Committee is responsible for making arrangements to select the winners. Trophies or prizes will be procured by the committee.

B. Nomination Due Date

All nominations will be submitted to the Awards Committee by December 1 prior to the annual meeting.

C. Award Categories

1. Outstanding Individual Award
2. Outstanding Group Award
3. Outstanding Project Award
4. Outstanding RC&D Coordinator Award
5. Outstanding Employee Award

D. The region winners will be submitted for the National RC&D Contest.

7. Federal Budget Policy

The North Central Association of RC&D's does not approve or encourage an RC&D Council to ask Congress for a line item in the Federal RC&D Appropriations Bill.

8. Expansion of Area Coverage by the RC&D Program

The North Central Association of RC&D's supports covering the entire United States with RC&D Areas where local people desire to participate. The Federal RC&D authorization of new areas should be granted only when adequate funds are appropriated. State or local funds are encouraged when available.

9. Relationship with NACD

The North Central Association of RC&D's will support NACD and coordinates legislative efforts effecting RC&D's. We will also share program agendas and ideas.

10. Director/Member Expenses

- A. Expenses of a member attending a regional meeting are the responsibility of the local RC&D area.
- B. Expenses of a state director(s) or their designated representative, to attend regional meetings and other expenses as a result of their office are the responsibility of their state associations.
- C. Expenses of the national board representatives from the North Central region to attend national RC&D board meetings are the responsibility of the regional association.
- D. Vouchers must be submitted for reimbursement of regional expenses.

11. Relationship with National NRCS/RC&D Office Staff

The State Conservationist of the state where the President of the North Central RC&D Association resides will have primary responsibility to provide assistance. They can request assistance from the RC&D Specialist through the National RC&D Office.

Updated 01/29/2003