

Tongue River Watershed Alliance Operating Guidelines

Name and Location

The name of the association shall be *Tongue River Watershed Alliance*. The organization's principal office shall be located within Montana, at 270 South Prospect Street, Forsyth, MT 59327.

Mission Statement

The *Tongue River Watershed Alliance* is a collection of landowners, tribal members, and citizens of the community with a common goal of protecting and improving the land, water, and resources of the watershed.

Purpose and Goals

The purpose of the Association is:

- a. To educate landowners and the public on natural resource issues.
- b. To inventory and document changes in the resources base.
- c. To develop solutions to problems, which will protect agriculture and not damage but strive to improve the natural resources within the area.
- d. To work with Federal, State, Tribal, and County agencies to coordinate watershed improvement activities in a feasible and economical manner.
- e. To work with agencies and other organizations to help secure funding to improve the natural resources in the watershed area.
- f. To work with neighboring association on common problems in bordering and overlapping areas.

Membership

The membership consists of individuals and groups who live in and have a vested interest in the watershed and support the purpose of the *Tongue River Watershed Alliance*. One vote is allowed per membership. Members must be present to vote. Federal and state agencies may serve in an advisory capacity only.

While most issues presented at the meetings of the Association shall be decided by general consensus, if a counted vote is necessary, all members present at the time of voting shall be entitled to vote. A majority of the members attending shall constitute a valid vote on the issues at said meeting.

Association Organization

Board of Directors: There shall be elected by the general membership a Board of Directors consisting of 10 members that shall serve a two-year term with three of the directors being elected in alternating years. Board members must have a land and/or vested interest in the watershed.

Stateline to Birney: 2

Birney to Brandenburg: 2

Reservation: 2

Brandenburg to Miles City: 2
Miles City: 1 Urban Representative
T & Y: 1

The Board of Directors shall meet as often as necessary to coordinate work and overlapping areas of interest of the various committees and conduct any other business that is necessary to complete the tasks and missions as established by the general membership. If any director is unable to attend a board meeting, they may appoint another member from their district to attend the meetings.

Chairman

There shall be a chairman elected annually from the Board of Directors. Duties shall include: conducting meetings, working with the coordinator, board of directors, and committees to meet the membership's goals.

Vice Chairman

There shall be a Vice Chairman elected annually from the Board of Directors. The Vice Chairman shall assist the Chairman when necessary and act on behalf of the Chairman upon their absence.

Coordinator

There shall be a coordinator who will be employed through the Rosebud Conservation District. The coordinator works closely with and receives directions from the Chairman. Duties include:

- The organizations of all meetings, agenda, minutes, and mailings
- Writing grants, completing expense reports, quarterly reports, and final reports
- The organization of educational programs and tours
- Working with contractors and landowners on projects
- Photographing watershed projects for monitoring purposes

Technicians

Technicians will be hired by the board of directors and employed through the Rosebud Conservation District and supervised by the chairman and coordinator.

Committees

Committees shall be formed as needed to address specific issues or problems relative to the watershed. The committees shall be established by the Board of Directors to carry out the will and direction of the membership of the Watershed Alliance and will continue at the will of the Membership. Each committee shall report to the board of directors.

Meetings

There shall be meetings of the general membership as often as is practical and necessary. Notification of the meetings shall be by phone, mail, or email. The agenda for the meeting shall be set by the chairman and the coordinator. Minutes shall be taken by the

coordinator and posted on the website at rosebudcd.org, emailed, or made available at the following meeting.

Additions to and Amendment of By-Laws

These by-laws may be changed at any time by recommendation of the board of directors and vote of the general membership. A majority of the members attending shall constitute a valid vote of the membership.