

**NEW MEXICO  
CONSERVATION DISTRICT EMPLOYEES  
BY-LAWS**

**Amendment No. 2**

**Revised and Approved March 29, 2018**

**ARTICLE I - Name**

The name of this organization will be the New Mexico Conservation District Employees (NMCDE).

**ARTICLE II - Purpose**

The purpose of this association will be as follows:

1. To strengthen local soil and water conservation districts of the State of New Mexico.
2. To provide assistance and information to conservation' districts, their governing boards, and their employees.
3. To provide a system of communication whereby district employees may effectively exchange information and ideas which will result in better coordination and effectiveness of district programs throughout the State of New Mexico.
4. To foster ethical practices and encourage excellence in the fulfillment of duties of district employees, promote professional improvement, instill pride, and encourage dedicated service to employers.
5. To establish and support an educational training program for all district employees.
6. To provide input into the activities of conservation partners and other cooperative entities and to increase the contribution of conservation districts and their programs.
7. To encourage and maintain a stable and harmonious working relationship between districts, employees, supervisors, and cooperating agencies.

**ARTICLE III - Nature**

This Association shall be a nonpartisan, non-political, and non-profit organization. Its function shall be to develop, strengthen, and promote the Soil and Water Conservation District programs in New Mexico. Coercion by any person in an attempt to use this Association for any other purpose, such as collective bargaining, is prohibited.

## **ARTICLE IV - Activities**

1. To conduct an employee's annual meeting and training session at locations and dates to be determined by a majority of the voting membership at least sixty days in advance of the proposed meeting date.
2. To survey the district employees to determine their education needs and desires.
3. To conduct educational seminars periodically and maintain an educational program in relation to district employees' responsibilities, district policies and law, and other areas as determined from the survey.
4. To establish a liaison between the New Mexico Association of Conservation Districts (NMACD), New Mexico Coalition of Conservation Districts (NMCCD), New Mexico Department of Agriculture (NMDA), the New Mexico Soil and Water Conservation Commission (NM SWCC), the Natural Resources Conservation Service (NRCS), the National Conservation District Employees Association (NCDEA), and members of the New Mexico Conservation District Employees' Association.
5. To encourage attendance of conservation district employees at the NMACD, NMCCD and the National Association of Conservation Districts (NACD) meetings and committee meetings.
6. To assist with an orientation program for new conservation district employees.
7. To inform district employees of events and activities.

## **ARTICLE V - Membership and Dues**

Any person who is an employee of a conservation district or under a conservation district's direction on a part-time or a full-time basis, or is an affiliate employee of NRCS shall be eligible for membership in this Association. Each active member who has paid their annual membership dues will be eligible to vote in all affairs of the association or serve as elected officials of the Association.

Associate Member – Any person, firm, agency, organization or corporation assisting or concerned with conservation district programs may be an Associate non-voting member.

Dues rates for the following year shall be approved by the majority of the members present at the annual meeting. The board may set varying rates for voting versus associate non-voting members. The membership year will be from July 1 to June 30.

## **ARTICLE VI -Board of Directors and Officers**

1. The association shall be managed by a board of four officers, six regional representatives, and one member-at-large who will serve as directors.
2. The board directors shall be elected by the members of the association at the annual meeting. Each board director shall serve for a two (2) year term.
3. A President, Vice-President, Secretary, and Treasurer will be elected by the association membership at each even-numbered year during the annual meeting of the association. Officers shall serve for a two (2) year term. Each Officer is limited to serve two (2) terms in the same office.
4. Any vacancy in an officer's position or in the board of directors will be filled by appointment by the NMCDE board.
5. The officers will have the power to act in the name of the association between board meetings.

## **ARTICLE VII - Amendments**

Amendments to these by-laws may be made at the annual meeting of this Association by a simple majority vote of voting members in attendance. Proposed amendments to the By-Laws shall be presented in writing to the voting members thirty days in advance of the annual meeting.

## **ARTICLE VIII - Conflict of Interest**

No contract, agreement, or other transaction may be entered into between a member of the NMCDE Board of Directors or NMCDE Officers with another organization, company, individual, etc., that provides financial or other benefits to NMCDE Board Members or Officers without a two-thirds majority vote of the NMCDE membership. Approval of any such transaction must be for the primary benefit to the NMCDE, and full disclosure of the relationships between the NMCDE Board or Officers and the other party to the transaction must be made prior to approval of the transaction. All such transactions must be in accordance with applicable federal, state, or local laws and regulations and in accordance with IRS rules and regulations pertaining to non-profit associations such as NMCDE.

No member of the Board of Directors or Officers of the NMCDE shall engage in or be involved in any business transaction or personal activity that is a conflict of interest or gives the appearance of a conflict of interest concerning their roles as Board of Directors or Officers of NMCDE.

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Signature NMCDE President

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Signature NMCDE Treasurer