

Maine Prescribed Fire Council By-Laws

ARTICLE I Mission

Section 1. The mission of the Maine Prescribed Fire Council is to serve as a venue for fire and land management practitioners, state and federal agencies, academic institutions, tribes, coalitions, non-governmental organizations, and interested individuals, to collaboratively promote the responsible use of prescribed fire as a land and natural resource management tool for conservation and restoration in Maine.

ARTICLE II Objectives

Section 1. The Maine Prescribed Fire Council's purpose is to:

- Promote the use of prescribed fire as a management tool in Maine.
- Promote the development and utilization of prescribed fire practices to achieve desired environmental and ecological resource management goals.
- Serve as a resource exchange and provide training on prescribed fire and its application.
- Disseminate technical information on prescribed fire.
- Promote research in the art and science of prescribed fire.
- Anticipate prescribed fire issues and concerns and identify courses of action.
- Provide a communication forum in which all interested parties participate and share in the benefits of information exchange generated by the Council.
- Promote public understanding of the benefits of prescribed fire.

ARTICLE III Participation

Section 1. The Maine Prescribed Fire Council, hereafter referred to as the "Council," is an informal coalition of members.

Section 2. Council members shall be any agency, agency bureau, organization, corporation, group or institution with interest and objectives that coincide with Article I. A member or proxy from each entity shall be designated to serve as a representative at Council meetings.

ARTICLE IV Officers

Section 1. Members of the Council shall select the officers at the annual winter meeting in January, striving for consensus and falling back on a simple majority vote as the minimal method of decision-making. The officers will make up the Executive Committee of the Council shall include Chair, Vice-chair, Administrative Coordinator, Treasurer, and a member at large.

Section 2. The term of the office for the Chair, Administrative Coordinator, Treasurer and a member at large will be for two years. The term of office for the Vice-chair will be two years followed by a term as Chair. The two-year term will be from the date that the office is assumed. There will be no limit on successive terms of service.

Section 3. Resignation and Removal: Any officer may resign by presenting written notice to the Steering Committee. An officer may be removed from office by agreement through consensus.

Section 4. Vacancies: If an officer position becomes vacant for any reason during the officer's term, the Council shall decide, by striving for consensus, and falling back on a simple majority vote as the minimal method of decision making, to appoint a replacement to complete the remainder of that officer's term.

Section 5. Duties: The Chair of the Council is responsible for setting agendas for the Council, appointing committees as needed, scheduling general Council meetings, running said meetings, communicating with committees between meetings, and ensuring that all resolutions approved by the Council are acted upon. The Vice-Chair shall fill in for the Chair if needed. The Administrative Coordinator and/or another officer shall support the Chair, track participation in the Council, record the minutes of Council meetings, and distribute those minutes to the Council. The Treasurer shall organize the management and reporting of the Council's finances (if warranted), including but not limited to; bank account maintenance, financial transaction oversight, budgets, financial policies, and financial reports.

ARTICLE V Meetings

Section 1. At least two Council meetings will be held annually. Meetings should be scheduled either prior to or after "burning season" (spring or fall). Scheduling will be coordinated among Council members to maximize participation.

Section 2. Notices of Council meetings shall be provided to representatives prior to all such meetings. A meeting agenda will be provided at least one week prior to scheduled meetings.

Section 3. Decisions will be reached based on consensus. If consensus cannot be reached, decisions will be reached based on a majority vote with more than 50% of the Council present. Committee members or their proxies shall be necessary to constitute a quorum for the transaction of business

Section 4. Telephone, Web-based and Similar Meetings: Committee members may participate in and hold a meeting by means of conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear and/or actively communicate with each other. Participation in such a meeting shall constitute presence at the meeting.

ARTICLE VII Amendments

Section 1. These By-Laws may be amended by a majority of the Council.

Adopted 4/29/2019

APPENDIX

Membership

The Council is currently composed of the following members:

Maine Army National Guard
Maine Department of Inland Fisheries & Wildlife
Maine Forest Service
National Park Service
The Forest Stewards Guild
The Nature Conservancy
U.S. Fish & Wildlife Service
USDA Forest Service – Massabesic Experimental Forest
USDA Forest Service – White Mountain National Forest

- On 10/31/2019 the National Coalition of Prescribed Fire Councils officially accepts the founding of the Maine's Prescribed Fire Council.