



INDIANA DISTRICT EMPLOYEE ASSOCIATION BY-LAWS

Adopted December 12, 1985.

Amended

December 2, 1986
December 2, 1987
November 28, 1989
December 3, 1991
January 10, 1996
January 13, 1998
January 12, 2000
January 5, 2004
October 23, 2006
October 7, 2008
October 14, 2010
June 18, 2012
June 30, 2014
October 2, 2019
October 5, 2023

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Article I - Name

The name of the organization will be the Indiana District Employee Association (IDEA).

Article II - Objectives

Section 1: Enhancement

To enhance Indiana Soil and Water Conservation District (SWCD) Employees.

Section 2: Work Ethic

To encourage and promote excellent work ethic among all District Employees, SWCD Supervisors and the Indiana Conservation Partnership.

Section 3: Professional Development

To promote professional development of all District Employees in the areas of Administration, Education, Technical Assistance, Communications & Partnerships.



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Article III - Policies

This Association will:

Section 1: Membership and Services

Offer membership and services to all District Employees on a non-discriminatory basis in accordance with USDA guidelines.

Section 2: By-laws

Uphold the by-laws of the Indiana District Employee Association (IDEA).

Section 3: Partnership Participation

Encourage IDEA members to participate in Indiana Conservation Partnership (ICP) functions, as well as encourage ICP to participate in IDEA functions.

Section 4: Collective Bargaining

Prohibit the use of this Association for collective bargaining.

Section 5: Internal Controls & Annual Audit

The IDEA Board of Directors has set forth internal controls for the handling of financials. The internal controls can be revised by the IDEA Board of Directors. An annual financial audit will be conducted before March 31 of the following year.



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Article IV - Membership and Dues

Section 1: Members and Associate Members

Any Employee of an Indiana Soil and Water Conservation District who is supportive of the objectives and policies of the IDEA may be a member upon payment of annual dues. Any other interested person or organization may be an associate member by paying dues.

Section 2: Voting Rights

Each paid member shall be entitled to one (1) vote at the Annual Business Meeting per motion. Associate members may not vote.

Section 3: Dues Amount

The dollar amount of dues must be approved by the membership and can be changed by a majority vote of the member after a thirty-day notice prior to the Annual Business Meeting. Dues will be used to support the objectives of the IDEA. Current years dues are requested to be paid by May 31st.

Section 4: National Conservation District Employee Association

IDEA will be a supporter of the National Conservation Employee Association (NCDEA) and will pay annual dues.



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Article V - Officers and Directors

Section 1: Region Directors

The IDEA will be managed by a Board of Directors comprised of one (1) director elected from each region. The elections of Directors shall be held within each region prior to the IDEA Annual Business Meeting. The Director of each region is responsible for holding the election. In the event a region does not elect a Director then an interim Director will be appointed by the Board of Directors until a permanent Director has been elected.

Section 2: Directors Term Limits

Each Director will serve a 4-year term.

Directors may serve two (2) consecutive terms and may be re-elected after a one (1) year absence from the Board of Directors. If no other candidate is available, the one-year absence ruling can be waived.

- Exhibit 1

Section 3: Assistant Directors

Each Region Director may appoint an Assistant Region Director from another SWCD within their Region. This position will have voting authority at Board Meetings in the absence of the Region Director. Both the Region Director and Assistant may attend Board Meetings.



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Section 4: Regions Map

This map is part of the by-laws and may be amended as needed by the Board of Directors.

- **Exhibit 1**
Is an Indiana map showing the IDEA Regions.

Section 5: Executive Board of Directors

The IDEA officers, which will make up the Executive Board will be President, Vice-President, Secretary and Treasurer. Officers will serve a one (1) year term. Officers are selected from the Board of Directors prior to the IDEA Business Meeting for the upcoming year.

Section 6: Quorum for Directors Meetings

Business can be conducted by the directors if at least five (5) regions are present. A simple majority of those present is required to pass motions. Directors or Assistant Directors must be present to vote.

Section 7: Executive Officer Vacancy

If any Executive office becomes vacant for any reason, the remaining Directors will elect a successor who will hold the office for the unexpired term.



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Article VI – Meetings

Section 1: Annual Business Meeting

IDEA will conduct an annual business meeting at the Fall Conference.

Section 2: Directors Meetings

Region Directors will meet at least six times annually. Additional meetings will be called at the discretion of the President.

Article VII – Committees

Section 1: Formation and Member Selection

Committees will be identified by the Board of Directors as needed. All committee chairs will be appointed by the President and must be an IDEA Region Director or Assistant Region Director. Members of the committee can be any IDEA member or associate member.

Article VIII – Amendments

Section 1: Change Requirements and Effective Date

Amendments to these by-laws may be approved at the annual business meeting by a two-thirds (2/3) vote of the members present. Amendments become effective immediately following the vote.



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Section 2: Notice for Recommending Changes

Proposed amendments, changes, or additions to the by-laws will be sent to all IDEA members thirty (30) days prior to the IDEA Annual Business Meeting.

Article IX - Dissolution

Section 1: Dissolution due to low membership

If the total membership is less than (10) for three (3) consecutive years, the IDEA will be dissolved.

Section 2: Funds transfer upon dissolution

Upon dissolution of the Indiana District Employee Association, a final audit will be conducted of the financials and the Treasurer will disburse equally any funds of the IDEA to the SWCD's with current paid members.

Article X - Adoption of by-laws

The foregoing by-laws of the Indiana District Employee Association were officially adopted at a meeting held on December 12, 1985.

Amended:

December 2, 1986
December 2, 1987
November 28, 1989
December 3, 1991

January 10, 1996
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