KENTUCKY ASSOCIATION OF MAPPING PROFESSIONALS

BY-LAWS

Ratified: 18 November 2002
Amended: 20 November 2012
  Amended: 6 June 2015
  Amended: 13 April 2018
Article I. Additional Benefits of Corporate Members

(Reference Article II, Section 4 of the KAMP Constitution)

Corporate members shall be entitled to:

1. A link or advertisement on the KAMP Website.
2. Have access to KAMP member contact information.

Article II. Annual Dues

(Reference Article II, Section 10 of the KAMP Constitution)

The annual dues of KAMP membership will be as follows,

1. Regular Membership: $25.00 per year.
2. Corporate Membership: $75.00 per year.
3. Student Membership: $5.00 per year.

Article III. Membership Terms

(Reference Article II, Section 9 of the KAMP Constitution)

The membership year shall begin January 1 of each year and end December 31 of the same year. Members who have paid dues for the membership year shall be entitled to all appropriate privileges and publications of KAMP. Dues will be managed by KAMP Identification Numbers assigned to each member. Provisions for the payment of dues are as follows,

(1) New Members: Membership dues are due at the time application is made. Dues paid before the annual meeting go into effect immediately and cover membership for the current membership year. Dues paid at the annual meeting and before December 31 will go into effect immediately and cover the following membership year beginning on January 1.

(2) Existing Members: Membership dues are due before December 31 each year. Membership dues paid at the annual meeting and before December 31 of the current membership year shall go into effect January 1 of the following year.

(3) Members who do not renew their membership by December 31 for the upcoming membership year shall be removed from current membership status. The renewing member will be immediately reinstated for the remainder of the current membership year once dues are paid in full.
Article IV. Amendments

(Reference Article III, Section 1 of the KAMP Constitution)

These By-laws may be amended by vote of the Executive Board as provided by Article III, Section 1 of the Constitution.

Article V. KAMP Sponsorship and Compensation of Conference Attendees

(Reference Article III, Section 5 of the KAMP Constitution)

When an Association member(s) in good standing is invited to attend, address, or make a presentation to a conference, meeting or symposium on GIS, cartography, photogrammetry, or a related geospatial field, the Executive Board may, at its discretion, allocate funds to the attendee(s) under the following conditions:

(1) The member(s) must be attending and/or addressing the conference exclusively as an official representative(s) of the Kentucky Association of Mapping Professionals.

(2) If the member(s) is attending the conference, but not making a presentation, funds shall not be allocated for more than the conference registration fee(s).

(3) If the member(s) is addressing or making a presentation to the conference on behalf of the Kentucky Association of Mapping Professionals, the Executive Board may, at its discretion, pay some or all of the conference registration fees and travel expenses incurred by the attendee(s).

(4) Any request for KAMP sponsorship must be submitted in writing for the approval of the Executive Board thirty (30) days prior to the event. The request must include documentation of the invitation, a description of the nature of the conference and a justification for the outlay of KAMP funds. Furthermore, if the member(s) is addressing or making a presentation to the conference on behalf of KAMP, the presentation, speech or paper must also be submitted for the review of the Executive Board.

(5) For any single conference, the Executive Board shall not appropriate funds for more than three (3) attendees.

(6) Funds allocated under this plan shall require a two-thirds majority vote of the Executive Board.

Article VI. Rules for Voting

(Reference Article III, Section 4 of the KAMP Constitution)

The following rules apply to all votes taken at meetings of the Executive Board and by members eligible and voting at the annual meeting and any special meetings:
(1) Procedural motions, actions such as calling the question and adjournment, and substantive motions, which include By-laws, election of officers and resolutions shall require a majority vote of the quorum to pass.

(2) Should a vote on any procedural motion or proposed amendment to the Constitution end in a tie, the motion or amendment shall be deemed defeated. Voting rules for constitutional amendments are stipulated in the Article VII of the KAMP Constitution.

(3) No vote by proxy shall be permitted in any election or with regard to any motion put before KAMP.

(4) All other rules regarding voting and meeting conduct shall be governed by Robert’s Rules of Order provided that said Rules are not in conflict with KAMP’s Constitution or By-laws.

Article VII. Number of Directors

(Reference Article IV, Section 1 of the KAMP Constitution)

The number of Directors on the Executive Board shall be 6.

Article VIII. Annual Meeting

(Reference Article III, Section 3 of the KAMP Constitution)

The annual meeting will be held in conjunction with the Kentucky GIS Conference or during the last quarter of the fiscal year.

Article IX. Election Procedures

(Reference Article VI, Section 4 of the KAMP Constitution)

Election of officers shall be conducted in accordance with the following procedures:

(1) The President shall appoint each year a Nomination Committee of no less than three (3) members in good standing. The Nomination Committee shall be responsible for soliciting and selecting candidates for KAMP officers and conducting the officer election at the annual meeting.

(2) Neither the President nor the President-Elect of the Association may serve on the Nomination Committee.

(3) Prior to the annual meeting, the Nomination Committee shall select at least one regular member in good standing, but no more than three members, as candidate(s) for each office of President-Elect, Secretary and Treasurer, and at least one candidate for each Director position being filled, but no more than twice the total number of Directors being elected. No member may be recommended as a candidate for more than one position. However, a member may be nominated for more than one position when nominations are being accepted from the membership present at the annual meeting.
(4) Members of the Nomination Committee may not be selected by the Committee as a candidate for any office. Nomination Committee members may, however, be nominated for any office, provided they are qualified to hold said office, when nominations are being accepted from the membership present at the annual meeting.

(5) Members of the Nomination Committee who accept a nomination for office at the annual meeting shall resign immediately from the Nomination Committee. The President shall then appoint a member in good standing who has not been nominated for any office to fill the vacancy on the Nomination Committee.

(6) Members of the Nomination Committee shall make every effort to choose well-qualified candidates for each office. But, in the interest of free and open elections, the membership should not consider any candidate as having been endorsed by either the Executive Board or the Nomination Committee.

(7) The Nomination Committee shall report their selections at the annual meeting and accept additional nominations for each office from the membership present. The names of all nominees shall be listed on a ballot in alphabetical order for each office. The name of nominees from the floor will be written on the ballot. Candidates nominated from the floor must be present at the meeting for their nomination to be accepted by the Nomination Committee.

(8) If a candidate who is already on the ballot is nominated from the floor for a different position, successive elections shall be carried out – individually, for those positions in which the person is a simultaneous candidate. The order of the successive elections will be from the highest ranked office to the lowest.

(9) The Nomination Committee shall conduct the election by distributing ballots to each member eligible to vote and in attendance at the annual meeting, collecting completed ballots, tabulating the votes and reporting the results to the President. The President shall then announce the results to the membership. No votes by proxy will be permitted.

(10) All nomination and election procedures shall be conducted in an honest and forthright manner. Ballot contents and tabulations shall be regarded as confidential information and be known only to the members of the Nomination Committee. Final election results shall also be regarded as confidential information and be known only to members of the Nomination Committee and the President up until the President announces the election results to the membership.

(11) By majority vote the Executive Board may order a review of the ballots and examine their contents in closed session. The Executive Board shall have the authority to correct any tabulation mistakes discovered, install duly elected officers (as needed) and pursue appropriate disciplinary actions (if any). Beyond such activities Executive Board members shall be obligated to keep ballot contents, tabulations and election results confidential.
Article X. Standing and Special Committees

(Reference Article V, Section 1, of the KAMP Constitution)

The President shall appoint Committee Chairpersons at the beginning of each fiscal year. Each Committee Chairperson shall be responsible for submitting a budget to the Budget and Audit Committee for the current fiscal year by March 1 of the same year. All committee recommendations will come before the Executive Board for final approval.

Standing committees of KAMP are as follows:

• **Awards Committee**: shall be responsible for supervision of the awards program of KAMP. The Committee shall assure that the membership is made fully aware of opportunities for recognition through announcements. It shall establish and carry out the procedures of soliciting and receiving recommendations from the membership, reviewing qualifications and selecting candidates for the different KAMP awards to be given at the annual meeting. It will prepare announcements to the membership.

• **Education and Professional Development Committee**: shall be responsible for all education-related programs of KAMP, including coordination of workshops and other professional development activities. It shall provide leadership, guidance and assistance to education-oriented activities within KAMP, including publications, technical programs at the annual Kentucky GIS conference and special projects. This Committee shall also be responsible for the dissemination, promotion and awareness of information toward the attainment of certification status in KAMP membership.

• **Membership Committee**: shall be directly responsible for the activities of KAMP regarding membership. It shall promote KAMP membership, contact prospective members and former members in an effort to ever increase and retain membership. The committee will work in conjunction with the Treasurer to verify the accuracy of member contact information and membership status. The treasurer is an ex-officio member of the committee.

• **Communications Committee**: shall be responsible for supervising the design, development and maintenance of KAMP’s Website and social media sites. It shall be responsible for KAMP publications and archive of all published materials. It shall also be responsible for recommended publication and Web presence policies to the Executive Board as deemed necessary. The secretary shall serve as an ex-officio member of the committee.

• **Kentucky GIS Conference Planning Committee**: shall be responsible for planning the annual Kentucky GIS Conference in its entirety, working in concert with the Education and Professional Development and Membership Committees. The president-elect shall serve as the chair of this committee.

• **Scholarship Committee**: shall be responsible for the supervision of the KAMP Scholarship Program. The Committee shall assure that KAMP membership and the geospatial community at-large in the Commonwealth of Kentucky are made aware of the scholarship opportunities. It shall establish and carry out the procedures of soliciting and receiving recommendations, reviewing qualifications and selecting candidates for the KAMP scholarships. The president shall
serve as an ex-officio member of the committee.

- **Budget and Audit Committee**: shall meet during the final quarter of the fiscal year to develop a budget for the following fiscal year and perform an audit of the association’s finances and assets. The treasurer shall serve as an ex-officio member. The committee shall consist of two additional board members and two KAMP members in good standing.

- Other special Committees can be created and dismissed at the discretion of the Executive Board.

**Article XI. Awards**

Award nomination and selection shall follow the following guidelines:

(1) The Awards Committee shall be made up of no less than three members.

(2) If a member of the Awards Committee is nominated for an award they may choose to withdraw their membership from the Awards Committee or they may remain on the committee and withdraw their name from award consideration.

(3) The Awards Committee shall forward one award nominee name for each KAMP Award to the Executive Board for approval.

(4) The Executive Board reserves the right to change award recipients.

**Article XII. Fellow of KAMP**

The designation as “Fellow of KAMP” (hereinafter referred to as “Fellow”) is one of the highest honors that the Kentucky Association of Mapping Professionals bestows upon a member.

Selection as Fellow honors the achievements of the individual who has demonstrated exceptional service to KAMP through his or her involvement in GIS, geography, mapping, surveying, cartography or an allied subject through professional contributions, leadership roles, philanthropy, publications, teaching, mentoring or research.

Candidates for fellowship must be nominated, and then approved by the Executive Board, as outlined below:

(1) Requirements for Consideration: an individual nominated for Fellow must have a minimum of ten (10) years in good standing as a KAMP member. The individual is not required to have ten (10) years of consecutive membership. An individual nominated for Fellow shall have served at least one full term (as defined by Article IV. Section 1 of the KAMP constitution) on the KAMP Executive Board. The individual nominated for Fellow shall have demonstrated track record of significant contributions in the fields of GIS, geography, mapping, surveying, cartography, or an allied subject.

(2) Nomination: any KAMP member in good standing may nominate another individual for consideration as Fellow. Self-nominations are not allowed.
(3) Handling of Nominations: The KAMP Executive Board is responsible for the development and approval of a nomination form.

(4) Approval of Fellow: Approval of a new Fellow shall require a three-quarters (¾) vote of approval by the KAMP Executive Board. This shall be a roll call vote.

(5) Number of Fellows per Year: A year is defined as a calendar year. With the exception of the first year in which Fellow of KAMP status is awarded, the KAMP Executive Board may approve in subsequent years a maximum of 2 Fellows per year. The KAMP Executive Board is not required to approve a new Fellow each year.

(6) Recognition of Fellows: New Fellows are to be presented and recognized at the annual meeting (Article VI. Section 1 of the KAMP constitution), except under extenuating circumstances as determined by majority vote of the KAMP Executive Board.

(7) Removal of Fellow: Should the need arise to revoke an individual’s status as Fellow, a unanimous vote shall be required by the KAMP Executive Board. Revocation of Fellow status may be based on, but not limited to, the following reasons: ethics violations, abuse of officer powers, or conduct detrimental to the industry, the profession, the Commonwealth, or to KAMP. The removal process shall be conducted by a roll call vote.

**Article XIII. KAMP Scholarship**

Funds for the KAMP Scholarship shall be managed in the following way:

(1) Funds so designated for scholarship purposes shall be earmarked for the KAMP Scholarship Fund.

(2) The KAMP Scholarship Committee shall determine the recipients and amounts for each scholarship awarded.

(3) Scholarship recipients and amounts shall be approved by the Executive Board before funds are dispersed.

**Article XIV. Notification of Meetings**

*(Reference Article III, Section 3, and Article VI, Section 3 of the KAMP Constitution)*

All official meetings and committee meetings called to be conducted by teleconference or otherwise, shall be announced to the membership sufficiently in advance.

**Article XV. Approval of Expenditures**

*(Reference Article III, Sections 1 and 5, and Article V, Sections 1 and 4 of the KAMP Constitution)*
All Association expenditures shall require the approval of the President and Treasurer. The Executive Board may review and approve or reject all fund disbursements.

Article XVI. Fiscal Year

The Association’s fiscal year shall begin January 1 of each year and close December 31 of the same year.