



BYLAWS
of the
BIG SAND LAKE ASSOCIATION

- ARTICLE: I: NAME
The name of the organization shall be the Big Sand Lake Association (“BSLA”).
The BSLA shall be a nonprofit, non-stock organization.
- ARTICLE: II: PURPOSE
The purpose and objectives of the BSLA are to:
Section 1. Promote and maintain the environmental, economic, and recreational protection of Big Sand Lake;
Section 2. To work in conjunction with federal, state, and local agencies, public and private, to maintain the quality of Big Sand Lake;
Section 3. To promote the fishing resources of Big Sand Lake for the benefit of its residents; and
Section 4. To support education and provide information relating to the protection and quality of the Big Sand Lake area and its wildlife to the Membership.
- ARTICLE: III: MEMBERSHIP
Section 1. Membership in the BSLA shall be open to all interested parties who share a concern for the purpose of the BSLA.
Section 2. There shall be two classifications of membership:
A. Membership: Members of this *voting classification* shall receive one vote per property.
B. Associate Membership: Membership of this *nonvoting classification* shall be available to non-property owners, adult children of BSLA members, frequent and occasional visitors to Big Sand Lake, regular website viewers, and all who care about Big Sand Lake to support the activities of the BSLA.
- ARTICLE: IV: DUES
Section 1. Annual Dues
A. Annual Dues shall be set by the Board of Directors (“Board”).
B. Annual Dues are payable by the date of the annual meeting of the BSLA to remain a voting member in good standing with the BSLA.
- ARTICLE: V: OFFICERS and DIRECTORS
Section 1. The BSLA may elect up to 16 Board Directors (“Directors”).

- Section 2. The officers of the BSLA shall be a President, Vice President/President Elect, Secretary and Treasurer.
- Section 3. A slate of Board Directors and Officers shall be elected at the annual meeting by a simple majority.
- Section 4. The immediate Past President shall serve on the Board as a voting member for a period of one year immediately following their Presidency.
- Section 5. Duties
- A. The President
 - a. shall preside at all annual, board, and special meetings of the BSLA at official functions,
 - b. appoint Directors as standing committee chairs, and
 - c. may appoint special committees by direction of the board.
 - B. The Vice President/President Elect
 - a. Shall, in the absence of the President, fulfill the duties of the President.
 - b. Shall fulfill other duties as designated by the Board.
 - c. Shall serve as President Elect.
 - d. If the Vice President/President Elect is unable to serve at President, the Nominating Committee shall propose a replacement slate of candidates for the office of Vice President/President Elect.
 - C. The Secretary
 - a. Shall record and maintain minutes of all annual, board and special meetings of the BSLA and
 - b. Shall manage all routine correspondence of the BSLA.
 - D. The Treasurer
 - a. Shall maintain all revenues of the BSLA and shall disburse expenditures in accordance with procedures as designated by the Board or the President.
 - b. Shall present a yearly report of income and expenditures at the annual meeting of the BSLA.
 - c. Shall present an operating budget to be approved by the Board not less than thirty (30) days before the BSLA annual meeting.
 - d. Shall present the operating budget for the next fiscal year at the BSLA annual meeting.
 - E. Directors shall fulfill all duties as directed by the President or Board.

- Section 6. Term of Office
- A. Directors shall serve a term of three (3) years and may serve two additional three (3) year terms.
 - B. The President shall serve only one two (2) year term.
 - C. Former Directors may be elected to subsequent terms that commence at least one full year after completion of their most recent term.

ARTICLE VI: MEETINGS

- Section 1. The BSLA shall meet at least annually during the summer. An electronic meeting of the Membership may fulfill the obligation and be carried out according to the means of remote communication listed in Section 4.
- Section 2. The Board shall meet at least four (4) times during the year.
- Section 3. Special meetings may be called at the discretion of the Board or at the request of 10% of the Membership. Special meeting of the Board may be called by the President.
- Section 4. Participation in Meetings by Means of Remote Communication
- A Director may participate in a board meeting by means of conference telephone or, if authorized by the Board, by such other means of remote communication In each case through which that Director, other Directors so participating, and all Directors physically present at the meeting constitutes presence at the meeting.

ARTICLE: VII: STANDING COMMITTEES

- Section 1. Finance Committee
- This committee shall be composed of the President, Vice President/President Elect, and Treasurer. They shall prepare a budget to be approved by the Board and presented to the Membership.
- Section 2. Nominating Committee
- The President shall appoint a Chair and name two (2) additional members. This committee shall provide a slate of Directors to be voted upon by the Members.
- Section 3. Big Sand Lake Charitable Fund Advisory Committee
- A. This committee shall recommend the approval of all grants from the Charitable Fund, as required by the Northwest Minnesota Foundation.
 - B. In addition, the Charitable Fund Committee shall monitor the performance of the Charitable Fund, and report annually to the Board and Membership about the performance of the Charitable Fund.
 - C. The Charitable Fund Advisory Committee will also conduct periodic fundraising activities to grow the Charitable Fund.

- Section 4. Membership Committee
This committee shall be responsible for all aspects of membership. They shall develop methods to increase membership for each membership classification.
- Section 5. Water Quality Committee
This committee shall be responsible for monitoring Big Sand Lake water quality, aquatic invasive species infestation activity, fisheries, and Hubbard County Coalition of Lakes Association membership and representation.
- Section 6. Fisheries and Wildlife Committee
This committee will facilitate member input regarding fisheries and wildlife, facilitate information sharing between BSLA and the Department of Natural Resources, and inform the BSLA membership of regulatory updates.
- Section 7. Communications Committee
This committee shall facilitate areas of BSLA communication. This shall include, but not be limited to, the BSLA master binder, newsletters, social media, BSLA mailings, etc. The Communications Committee Chair will also be responsible for the keeping, the updating, and the communication of information within the BSLA master binder.
- Section 8. Social Committee
This committee shall be responsible for all social events for the Membership.

ARTICLE: VIII: ADDRESS
The BSLA shall maintain a post office box in Park Rapids, Minnesota, 56470.

ARTICLE: IX: VOTING AND QUORUM

Section 1. A quorum shall consist of twenty percent (20%) of the Membership.

Section 2. A quorum of the Board shall consist of one-third (1/3) of the Directors then serving.

ARTICLE: X: PARLIAMENTARY PROCEDURE
All meetings of the BSLA and the Board shall be conducted in accordance with Robert's Rules of Order, unless otherwise specified by these laws.

ARTICLE: XI: AMMENDMENTS TO THE BYLAWS
These bylaws may be amended at any meeting of the BSLA, provided that written notice is given to the Membership at least fifteen (15) days in advance of the meeting at which action is to be taken.

ARTICLE: XII: DISSOLUTION
The BSLA may be dissolved by a two-thirds (2/3) vote of the Membership, either at a meeting or through mail balloting. If dissolution is favorably acted upon, all just debts shall be paid out of the funds of the BSLA, and all remaining funds, if any, shall be returned, prorated, to the Membership.

ARTICLE: XIII: LIABILITY

Section 1.

It is understood that the BSLA assumes no responsibility or liability for the well-being of any member or representative of a member attending, managing, or participating in meetings or any other functions of the BSLA.

Section 2.

No Officer or Director, former Officer or Director, nor any other authorized agent of the BSLA shall be liable in any manner to the BSLA, the Membership, or any person or group for any loss or damage sustained as a result of action taken or omitted to be taken by said Officer, Director, or agent in good faith, if she/he exercised or used the same degree of care and skill as a prudent person would have exercised or used under the circumstances in the conduct of her/his own affairs.

Approved: June 10, 1989
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Amended: July 5, 2003
Amended: July 10, 2010
Amended: June 21, 2025