



Jacksonville Reef Research Team, Inc.

Tax Identification Number: 59-2889442

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Article I. Corporate Name, Purpose and Objectives

Section I. Corporate Name

This corporation shall be known as Jacksonville Reef Research Team, Inc. This corporation is a Florida Not For Profit Corporation. This organization shall be incorporated so that it can contract in its own name, to protect its members, officers, and directors from personal liability, and to provide an organizational format that will allow pursuance of its purposes and objectives as set forth herein.

Section II. Purpose

The Jacksonville Reef Research Team is a non-profit organization consisting of a group of specially trained, volunteer research divers and members. The primary purpose of the Jacksonville Reef Research Team is to observe, collect, document, and record scientific data for use in further enhancing our marine habitats.

We are committed to assisting science in the building of reefs with suitable man-made objects, using the tools of diving, research, and education. Additionally, we will study the dynamics of these habitats in relation to the naturally occurring environment and report our findings. Appropriate agencies will interpret the data we report to determine the value and impact these structures have in relation to local economic, environmental, and recreational activities.

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Through community outreach and conservation practices, we will demonstrate to the public the value of protecting all reefs, natural and man-made. Additionally, our aim is to create a better communication and understanding among all resource users.

Section III. Objectives

- To dedicate ourselves to the furtherance of conservation, good sportsmanship and cooperation with and for federal, state and local agencies, as well as other worthwhile groups and projects.
- To promote fellowship among marine enthusiasts by outings and other educational, social and recreational programs with the goal of promoting ecotourism.
- To provide assistance to the public and scientific community by providing scientific data concerning reef enhancement productivity and to locate and evaluate sites for future artificial reef placement locations.
- To create an opportunity for divers to utilize their skills and experience for the benefit of public interest and stewardship.
- To educate the public on the utilization of artificial reefs offshore and develop a workable relationship with the scientific community.
- To study the development of reefs developed with suitable man-made objects.
- To support the communities of northeast Florida, and others seeking our support, in their management of artificial reef resources.
- To support governmental agencies and academic institutions in obtaining data for marine resource management.

Article II. Membership

Section I. Eligibility

Membership is open to any person, subject to provisions set forth in the Bylaws, who will abide by the laws of the organization and who expresses a desire and willingness to be dedicated to the stated purpose.

The applicant shall be provided with a copy and will have read and agreed to the Bylaws of this corporation. The applicant shall execute a statement that he/she has read and agreed to the Bylaws and will be bound by them.

Section II. Membership Levels

Team Member

- Does not have to be a SCUBA diver.
- Has an interest in supporting the team in meeting its objectives.
- Has completed the JRRT Orientation Course.
- Has attended at least three meetings/events in the last 12 months.
- Has voting and elective privileges.
- Can be appointed to the Executive Board.

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Artificial Reef Research Diver (ARRD)

- Is 18 years of age or older.
- Has completed the Jacksonville Reef Research Team training program.
- Has completed an annual fish identification review.
- Has attended a minimum of three meetings/events in the previous 12 months.
- Has logged 2 dives in the previous 12 months (some instances may be waived by the Dive Safety Officer / Dive Control Board)
- Has voting privileges.
- Can be appointed to the Executive Board.
- Has priority for team dive events

Training Diver

- Has completed the JRRT Orientation Course.
- Has begun or enrolled in Jacksonville Reef Research Team's artificial reef research training program.
- May participate in team events with secondary priority for team dive events.
- Has attended a minimum of three meetings/events in the previous 12 months.
- Has voting privileges.
- Can be appointed to the Executive Board.

Guest Diver

- Guests may participate in team events and dives. Guest divers must have an Active member sponsor on the dive that will be responsible for the guest diver's conduct and safety. AARDs and Training Divers will have primary priority for team dive events sign-up and guests will have secondary priority.

Interested Citizen / Friend of Team

- May attend meetings, voice opinions, and ask questions.
- May participate in non-dive events.
- May contribute to the team in time and/or money.

Inactive Member

- Has not met diving and/or meeting requirements within the previous 12 months.
- Voting and elective privileges are suspended.
- Participation on team dives requires approval of the Dive Control Board.

Section III. Membership Dues

At this time no membership dues are associated with being a member of the Jacksonville Reef Research Team.

Article III. Officers and the Executive Board

The officers of the corporation shall be a President, Vice-President, Secretary, and Treasurer.

Section I. Officers and Duties

Duties of the President

- The President shall be the Chief Executive Officer and shall have general and active management of the business and affairs of the team, subject to the directions of the Executive Board.
- Preside over all meetings.
- Represent and promote the team at events, meetings, business contracts and other functions.
- Assist all other officers in the performance of their duties.
- Vote only when one vote is necessary to break a tie.
- Sign checks that come from corporate funds.
- Approve all expenses not included in the annual budget.
- Maintain the professionalism of the team.
- Delegate tasks as necessary.

Duties of the Vice-President

- Perform the duties of the President in his/her absence.
- Assist in any other manner which the President deems necessary.
- Assist all other officers in the performance of their duties.

Duties of the Secretary

- Have custody of and maintain all team records, except the financial records.
- Record the minutes of all general meetings and Executive Board meetings.
- Perform other duties as may be prescribed by the Executive Board or President.
- Send out notices of all regular and special meetings.
- Maintain a communication distribution list.
- Track membership.

Duties of the Treasurer

- Collect all money due to the team.
- Make all payments from corporate funds when so asked by the Executive Board.
- Sign checks that come from corporate funds.
- Be responsible for filing all required U.S. Internal Revenue Service returns for the corporation at the end of the fiscal year (fiscal year ends May 31).
- Be responsible for submitting applicable state and federal filings.
- Manage all corporate funds and financial records, keep full and accurate reports of disbursements and render accounts at each team meeting and whenever else required.
- Advise the team on financial matters.
- Submit all expenses not in the annual budget to the President.

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- Perform such other duties as may be prescribed by the Executive Board or President.

Section II. Elections

The Team Members, AARDs, and Training Divers shall elect all officers. Candidates for office must be active and in good standing for ninety (90) days prior to nominations. Nominations must be held at least thirty (30) days prior to elections. All officers shall be elected on the first meeting night in May of each year. Voting will be by secret ballot.

Officers shall be installed in June and shall hold this office for one year or until their successors are elected and qualified. Officers shall serve without pay.

In the event that a presiding Officer relinquishes his/her position or is found to be unfit for office, nominations shall be held at the next regular meeting with election and induction at the following meeting.

Section III. Executive Board Members

The members of the Executive Board are the current President, Vice President, Secretary, Treasurer, Outgoing President, Dive Safety Officer, Chief Scientist, Public Relations Coordinator, and Training Coordinator. The Executive Board shall have no more than nine (9) but no less than five (5) members. Vacancies in the Executive Board shall be filled through appointment by the Officers.

The Executive Board will:

- Review material for publication
- Approve official statements on questions of public policy
- Approve any statement representing the viewpoint of the Team.
- Approve the annual budget
- Approve all expenses not in the budget over \$250.00
- Approve all requests for grants, bids, and contracts
- Mentor members in leadership roles

Executive Board meetings will be held at various locations and times. The location and time will be sent to all Executive Board members by the Secretary at least one (1) week prior to the meeting unless immediate action is required. Meetings of the Executive Board shall be held as the Executive Board deems necessary, and at other times upon the call of the President. The presence of a majority shall be necessary at any meeting to constitute a quorum to transact business.

Article IV. Team Meetings

Section I. Meeting

The regular meetings of the corporation shall be held monthly. The President or Executive Board may call a special meeting at any time by providing a notice to all interested parties at least five (5) days in advance. Meetings will be held at various locations and times.

Section II. Meeting Procedures

A team meeting may consist of:

- Speakers
- Reading and approval or revisions of the Minutes of the previous meeting
- Executive Board and committee reports
- Old business
- New business
- Dive reports
- Committee reports

Article V. Code of Conduct

Upon a complaint of conduct on the part of any member which might reflect unfavorable on the organization as a whole, said member will be given a hearing. The member will be heard before the Executive Board, which in turn will report its findings to the team with its recommendation. The team will listen to the findings and the member in order to decide upon a course of action. All voting members will complete a secret ballot to decide termination of membership. Upon termination all team property shall be surrendered to an officer immediately.

Upon the infraction of any dive rule, as set forth by the Diving Safety Manual, or willful action dangerously or causing harm to another person, or themselves while diving, that member may be subject to dismissal from the team. Said member must have the right to be heard on his/her own behalf, per the complaint of conduct procedure outlined above.

Article VI. Bylaw Amendments and Revisions

These Bylaws may be amended or revised. Any alteration of the Bylaws shall be presented at a regular team meeting. At the following regular meeting, a vote will be held to adopt the alteration to the Bylaws by a majority.

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Article VII. Effective Date

These Articles shall become effective on 20 March 2013.

Original bylaws under organization name “Scubonauts Not-For-Profit Reef Research Team.”

Revision dates:

February 2013

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CERTIFICATION, INSPECTION, AND AGREEMENT OF BYLAWS

The Bylaws of the Jacksonville Reef Research Team are duly adopted, as pursuant to Article VI.



President

20 March 2013
Date

Print Name: Sue Wilcox



Secretary

20 March 2013
Date

Print Name: Jessica Grimm

MEMBER AGREEMENT

I hereby certify that as a voting member, I, _____, of the Jacksonville Reef Research Team, Inc., a not for profit Florida corporation, have read and fully understand these bylaws. I agree to abide by the bylaws as set out and stated in this document ratified by the Officers and a quorum of voting membership of the Jacksonville Reef Research Team, Inc.

Member Signature: _____

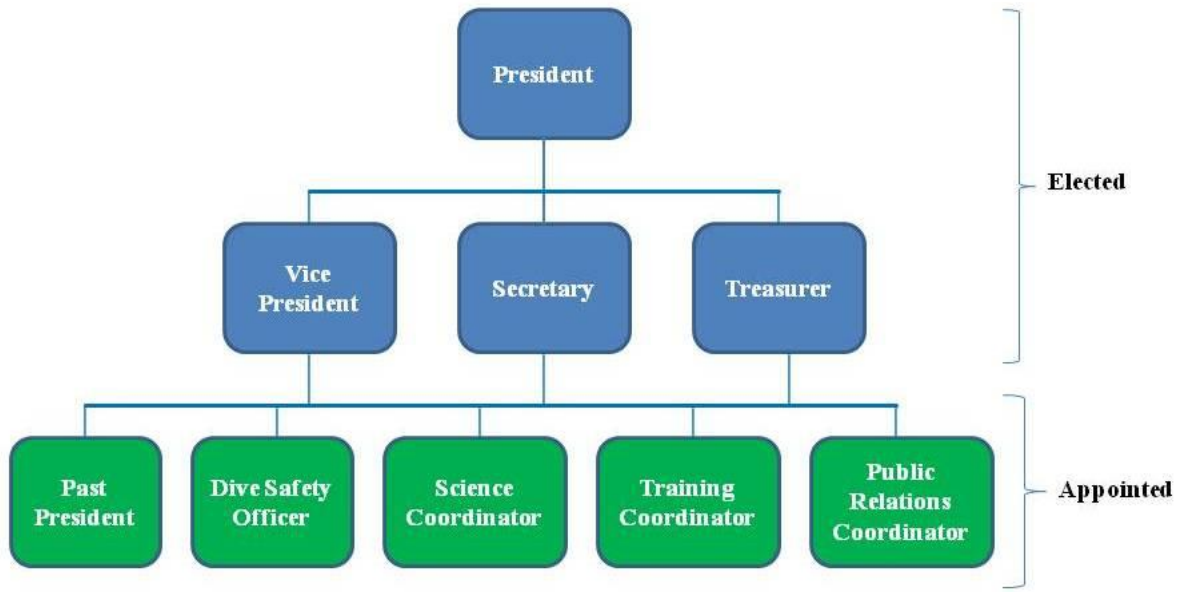
Print Name: _____

Date: _____

*** DETACH THIS PAGE AND RETURN TO SECRETARY**

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JRRT Organizational Chart



Created January 2013