

# Missouri Water Environment Association CONSTITUTION

## *Article I*

### **NAME**

I.1 The name of this corporation shall be the Missouri Water Environment Association, Incorporated, hereinafter designated as the Association.

## *Article II*

### **WATER ENVIRONMENT FEDERATION**

II.1 The Association shall be a member of the Water Environment Federation, hereinafter designated as the Federation, and shall participate in the activities of that organization. It is the intent that the Constitution and ByLaws of this Association shall be in harmony with the Constitution and ByLaws of the Federation.

## *Article III*

### **OBJECTIVES**

III.1 Advance the fundamental knowledge of the water environment, its basic qualities, and physical laws governing its interaction with other aspects of the environment and with the aesthetic, economic, and biological needs of the earth's inhabitants.

III.2 Advance the knowledge and technology in the design, construction, operation, and management of water quality systems and facilities.

III.3 Increase the knowledge and understanding of the earth's water environment, and encourage and promote action necessary for its enhancement.

III.4 Develop and implement effective delivery mechanisms to rapidly disseminate knowledge concerning the water environment to members and other interested parties.

III.5 Promote sound policy in matters relating to the water environment.

III.6 Improve the professional status of all personnel engaged in any aspect of protecting and improving the earth's water environment.

III.7 Strengthen and build alliances with organizations throughout the world, incorporating members of all professions dedicated to the preservation and enhancement of water quality and water resources.

III.8 Stimulate public awareness of the relationship of water resources to the public welfare and the need for pollution prevention and resource recovery, as well as the preservation, conservation, and reuse of water resources.

III.9 Serve the international community of water environment professionals.

*Article IV*  
**FRANCHISE**

- IV.1 The service area of the Association shall consist of the State of Missouri.

*Article V*  
**MEMBERSHIP**

- V.1 The membership of the Association shall consist of persons and organizations interested in any of the objectives of the Association, and having such qualifications as are prescribed in the ByLaws for the various grades of membership.
- V.2 The term “eligible voting member,” as defined in the ByLaws, shall include all persons having the rights and privileges of Individual Members.

*Article VI*  
**EXECUTIVE COMMITTEE**

- VI.1 The affairs of the Association shall be managed by the Executive Committee under such rules as the Executive Committee may determine, subject to the specific conditions of this Constitution and ByLaws.
- VI.2 The Executive Committee shall consist of (a) the Association’s current officers, (b) the two most recent past presidents who are active members of the Association, and (c) the Association’s current Assistant-Secretary and the Assistant-Treasurer, if these two positions are filled at any given time when action by the Executive Committee is required and the Secretary or Treasurer are not available.

*Article VII*  
**OFFICERS**

- VII.1 The officers of the Association shall be President, President-Elect, Vice-President, a Delegate (or Delegates) to serve on the Board of Control of the Federation, a PWOD Regional Council Representative, a Secretary and a Treasurer.
- VII.2 All officers shall be eligible voting members. The PWOD Regional Council Representative shall be PWOD Member.
- VII.3 The Assistant Secretary and the Assistant Treasurer, if the positions are filled, shall have proxy voting rights, should the Secretary or the Treasurer be absent.

*Article VIII*  
**AMENDMENTS**

- VIII.1 Amendments to the Constitution and ByLaws may originate in the Executive Committee, or through it on petition of 20 percent of the eligible voting members. All proposed Amendments shall be submitted in writing to the Executive Committee. The Secretary shall mail notices and the complete text of an Amendment, on the instruction of the Executive Committee, to each voting member at least (30) days before it is to be voted on or completed ballots are due.
- VIII.2 Amendments may be voted on at an Annual Meeting or by letter ballot. A two-thirds majority of

votes cast is required for passage.

VIII.3 An Amendment approved by the Association membership shall take effect immediately.

*Article IX*  
**LIMITATION OF ACTIVITIES**

- IX.1 The Association is organized exclusively for educational and scientific purposes within the meaning of section 501 (c) (3) of the United States Internal Revenue Code of 1954 (or corresponding provisions of any future United States Internal Revenue Law).
- IX.2 No part of the net earning of the Association shall inure to the benefit of or be distributable to its members, Executive Committee, officers or other private persons except that the Association shall be authorized and empowered to pay reasonable compensation for services rendered.
- IX.3 No substantial part of the Association shall be the carrying on of propaganda or otherwise attempting to influence legislation and the Association shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.
- IX.4 Notwithstanding any other provisions of these articles, the Association shall not carry on any other activities not permitted to be carried on by (a) a corporation exempt from Federal Income Tax under section 501 (c) (3) of the Internal Revenue Code of 1954 (or corresponding provision of any future United States Internal Revenue Law) or (b) by a corporation, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law).
- IX.5 In the event of dissolution of the Association, The Executive Committee shall, after paying or making provisions of the payment of all of the liabilities of the Association, dispose of all the assets of the Association exclusively for the purposes of the Association in compliance with Chapter 355 RSMo., or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or corresponding provisions of any future United States Internal Revenue Law), as determined by the Executive Committee and ratified by the general membership. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the Association is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

# BYLAWS

## *Article 1*

### **MEMBERSHIP CLASSIFICATIONS, QUALIFICATIONS, AND PRIVILEGES**

#### 1.1 Membership Classes

- 1.1.1 Individual Member
- 1.1.2 Group Member
- 1.1.3 Dual Member

#### 1.2 Individual Member

##### 1.2.1 Qualifications

1.2.1.1 Any individual interested in the advancement of knowledge relating to the objectives of Water Environmental Federation (WEF or Federation).

##### 1.2.2 Privileges

1.2.2.2 Shall have all the rights and privileges granted by the WEF including the right to vote and to hold office as provided for in this Constitution and Bylaws.

#### 1.3 Group Member

##### 1.3.1 Qualifications

1.3.1.1 Any group or organization interested in the advancement of knowledge relating to the objectives of the WEF.

##### 1.3.2 Privileges

1.3.2.1 Shall have all the rights and privileges granted by the WEF, including the right of its authorized representative to vote as provided for in this Constitution and Bylaws.

#### 1.4 Dual Member

##### 1.4.1. Qualifications

1.4.1.1. A dual member shall be Active Member in good standing of any other Member Association of the Federation.

##### 1.4.2. Rights and Privileges

1.4.2.1 A Dual Member shall have all the rights and privileges of an Active Member except for voting and holding office.

#### 1.5 Student Chapters

##### 1.5.1. Qualifications

1.5.1.1 Any student Chapter, consisting of at least five persons, may be granted charter membership in the Federation by majority vote of the Association provided:

1.5.1.1.1. Its objectives are in harmony with the purposes of the Association and the Federation;

1.5.1.1.2. The Constitution and ByLaws of this applicant chapter have been certified by the Association as being in harmony with those of the Association and of the Federation; and

1.5.1.1.3. The Student Chapter has been recommended for membership to the Federation by the Association.

##### 1.5.2. Organization and Privileges

1.5.2.1. The Student Chapter will be issued a Federation charter following recommendation by the Association and approval by the Federation Board of Control.

1.5.2.2. The Student Chapter shall govern the number and character of its meetings. At least one meeting shall be held each school year.

- 1.5.2.3. A Counselor for the Student Chapter shall be appointed or elected by the Association. The Counselor shall be an Active or Professional Wastewater Operations Division Member of the Association and the Federation and shall be an advisor to the Student Chapter.
- 1.5.2.4. All offices and members of the Student Chapter shall be Student Members of the Association and of the Federation.
- 1.5.2.5. The Student Chapter shall submit an annual report to the Student Activities Committee of the Association at the Annual Meeting of the Association.
- 1.5.3. Authority
  - 1.5.3.1. A Student Chapter shall have authority to only act on its own behalf and shall have authority to incur obligations for the Student Chapter Only.
- 1.5.4. Withdrawal and Termination
  - 1.5.4.1. A Student Chapter may withdraw from the Association and the Federation at the end of any school year after giving appropriate written notice of its intentions to both the Association and the Federation.
  - 1.5.4.2. The Association may revoke the charter of any Student Chapter, if, after the Chapter has been afforded an opportunity to be heard, the Association judges it to be in the best interest of the Association and the Federation to do so.
- 1.6. Local Chapters
  - 1.6.1. Qualifications
    - 1.6.1.1. A Local Chapter may be formed in a municipality or metropolitan area to further the basic objectives of the Association as stated in the Constitution.
    - 1.6.1.2. A Local Chapter shall apply for recognition to the Association's Executive Committee who will ensure that its objectives are in harmony with the Association. The Executive Committee shall send an official notice of recognition to the Local Chapter.
  - 1.6.2. Organization and Privileges
    - 1.6.2.1. The Local Chapter shall govern the number and character of its meetings.
    - 1.6.2.2. All officers and members of the Local Chapter shall be members of the Association, or members of other Federation Member Associations geographically proximate to the Local Chapter.
  - 1.6.3. Authority
    - 1.6.3.1. A Local Chapter shall have authority to only act on its own behalf and shall have authority to incur obligations for the Local Chapter only.
  - 1.6.4. Termination
    - 1.6.4.1. The Local Chapter may terminate at any time based on the decision of its members. At the time of termination of the Local Chapter, the Association will withdraw its recognition of that chapter.

## *Article 2*

### **2. DUES**

- 2.1. Payment of Dues
  - 2.1.1. For each Individual, Group and Dual Member, the annual dues shall be determined by the Executive Committee and shall include the current dues for each class of membership as established by the Board of Control of the Federation.
  - 2.1.2. Annual dues will be billed directly to Association Members by the Federation Executive Director. Dues shall be payable within one (1) month after a Member's anniversary date.

## 2.2. Publications Included in Dues

2.2.1. All members certified to the Federation by the Association shall be entitled to such publications of the Federation as may be approved by its Board of Control for the appropriate membership class. All members shall be entitled to the publications of the Association as may be approved by its Executive Committee of the appropriate membership class.

## 2.3. Arrears

2.3.1. Association Members whose dues shall not have been paid within one (1) month after the anniversary date will be given notice of such default by the Federation Executive Director. If the dues remain unpaid 15 days after such notice, the members in default may be removed from the roll of the Association.

2.3.2. Members who have been dropped from the roll may be reinstated without payment of Association back dues with the approval of the Executive Committee.

### *Article 3*

## **ADMISSION AND EXPULSION**

### 3.1. Admission

3.1.1. There shall be no admission fee.

### 3.2. Expulsion

3.2.1. Any member may be expelled from the Association for good and sufficient reason by a two-thirds vote taken at a fully constituted meeting of the Executive Committee.

3.2.2. Any officer may be removed from office for good and sufficient reasons by a two-thirds vote taken at a fully constituted meeting of the Executive Committee.

### *Article 4*

## **MEETINGS**

### 4.1. Annual Meeting

4.1.1. An Annual meeting of the Association shall be held at the time and place selected by the Executive Committee.

4.1.2. Each person attending the Annual Meeting shall pay a registration fee of such amount as may be determined by the Executive Committee.

4.1.3. A Business Meeting of the Association shall be held during the annual meeting to receive reports of officers and committees, to announce the election of officers, and to carry on other business of the Association.

### 4.2. Special Meetings

4.2.1. Special meetings of the Association may be held at such other times and places as requested by the Executive Committee or upon the petition of 10 percent of the eligible voting members.

### 4.3. Notices

4.3.1. Notices of all conferences and meetings of the Association shall be sent out to all members by the Secretary, at least 30 days in advance of any conference or meeting.

### 4.4. Executive Committee Meetings

4.4.1. The Executive committee shall hold at least one meeting each year at the time of the Annual Meeting.

4.4.2. Other Executive Committee meetings shall be held at the call of the President, or on petition

- addressed to the Secretary and signed by two or more Executive Committee members.
- 4.4.3. Notice of all Executive Committee meetings shall be issued by the President at least 15 days in advance of such meetings to all Executive Committee members.

## *Article 5*

### **DUTIES OF OFFICERS**

#### 5.1. President

- 5.1.1. Generally supervise the affairs of the Association.
- 5.1.2. Preside at all conferences and meetings of the Association and meetings of the Executive Committee.
- 5.1.3. Be an ex-officio member of all committees, other than the Nominating Committee, and appoint the members of all committees where membership is not otherwise specified in the Constitution and ByLaws.
- 5.1.4. Perform such other duties as may be assigned by the Executive Committee.

#### 5.2. President-Elect and Vice-President

- 5.2.1. Assist the President in the performance of prescribed duties.
- 5.2.2. Preside at conferences and meetings of the Association and at meetings of the Executive Committee in the absence of the President.
- 5.2.3. Be an ex-officio member of all committees other than the Nominating Committee.
- 5.2.4. Perform such other duties as may be assigned by the Executive Committee.
- 5.2.5. In case the President cannot act, the President-Elect shall act. In case the President-Elect cannot act, the Vice-President shall act. In case the Vice-President cannot act, the latest living Past President shall do so. The Executive Committee shall elect one of its members to act if the Past President cannot do so.

#### 5.3. WEF Delegates

- 5.3.1. The WEF Delegates shall represent the Association in the conduct of all business by the House of Delegates of the Water Environment Federation.

#### 5.4. Secretary

- 5.4.1. Serve as the administrative officer of the Association and operate under the general direction of the President and the Executive Committee.
- 5.4.2. Record and distribute the minutes and proceedings of meetings of the Executive Committee.
- 5.4.3. Transmit Association correspondence to the Federation and serve as the primary contact with the Federation for administrative matters.
- 5.4.4. Maintain records of the Association, including a list of members of the Association.
- 5.4.5. Present a report for each Association year at the Annual Meeting of the Association.
- 5.4.6. Perform such other duties as may be assigned by the Executive Committee.

#### 5.5. Treasurer

- 5.5.1. Serve as the financial officer of the Association and operate under the general direction of the President and the Executive Committee.
- 5.5.2. See that all monies due to the Association and Federation are collected carefully and without

loss, and are transferred to the proper accounts and custody see that all expenditures are properly entered into the records of the Association, and that the bills and vouchers for their payment are proper and in order; and sign or see to the signing of checks or drafts against the funds of the Association, all according to procedures established or approved by the Executive Committee.

5.5.3. Forward to the Officers and each Executive Committee member a quarterly financial summary of accrued income and expenses consistent with the annual financial statement.

5.5.4. Present a report for each Association year at the Annual Meeting of the Association.

5.5.5. Consult with the officers of the Association as to the custody and investment of funds and preparation of an annual budget.

5.5.6. Perform such other duties as may be assigned by the Executive Committee.

#### 5.6. PWOD Regional Council Representative

5.6.1. The PWOD Regional Council Representative shall represent the Association on the PWOD Regional Council.

#### 5.7. Assistant Secretary

5.7.1. Serve as an assistant to the Secretary, for the purposes of reducing the Secretary's workload and learning the administrative operations of the Association so as to ease the eventual transition into the Secretary position.

#### 5.8. Assistant Treasurer

5.8.1. Serve as an assistant to the Treasurer, for the purposes of reducing the Treasurer's workload and learning the financial operations of the Association so as to ease the eventual transition into the Treasurer position.

### *Article 6*

## **TERMS OF OFFICE**

6.1. The terms of office of the President, President-Elect, and Vice-President shall be for approximately one (1) year, which shall start immediately following the close of the Association Annual Meeting, at which the election of officers is announced, and continue until their successors qualify. These officers who serve full terms shall not be eligible to succeed themselves in consecutive terms.

6.2. The term of the WEF Delegate shall be three (3) years as determined by the Annual Conference of the Federation and the Delegate's term shall officially begin in accordance with the protocol of the Annual Conference. The Delegates' terms of office will alternate such that both Delegates are not elected in the same Federation business year.

6.3. The terms of the Secretary and the Treasurer shall be for approximately two (2) years, which terms shall start immediately following the close of the Association Annual Meeting at which the election of officers is announced and continue until their successors qualify. The terms of the Secretary and the Treasurer will be alternated such that only one will be voted on in each Association business year. These officers shall be able to succeed themselves in consecutive terms.

6.4. To initially establish this alternating sequence for Secretary and Treasurer, the 1994 election for secretary shall be for a two year term while the 1994 election for treasurer shall be for a one year term. The 1995 treasurer's election shall be for a two year term.

6.5. The term of the PWOD Regional Council Representative shall be for approximately two (2) years

which shall start immediately following the close of the Association Annual Meeting at which the election of officers is conducted, and continue until a successor qualifies. The PWOD Regional Council Representative shall be eligible to serve two (2) consecutive terms.

- 6.6. The terms of the Assistant-Secretary and Assistant-Treasurer shall be for two (2) years, which terms shall start immediately following the close of the Association Annual Meeting at which the election of Officers is announced and continue until their successors (if any) qualify. The terms of the Assistant-Secretary and Assistant-Treasurer will be alternated such that only one will be voted on in each Association business year. These positions shall be able to succeed themselves in consecutive terms.

It is intended that the decision regarding whether the Assistant Secretary and Assistant Treasurer positions are to be filled at any given time shall be the responsibility of the Executive Committee.

#### *Article 7*

### **NOMINATION AND ELECTION OF OFFICERS**

- 7.1. Prior to the Annual Meeting, the President shall appoint a Nominating Committee in accordance with Article 10.2 of the ByLaws. The Nominating Committee shall report at least 120 days before the Annual Meeting to the Executive Committee recommending at least one (1) name for each elective office about to become vacant. All nominees shall be Active or PWOD members and shall have signified their willingness to serve.
- 7.2. Official ballots shall be mailed at least sixty (60) days preceding the Annual Meeting to all voting members of the Association together with a return envelope on which there shall be a space provided for the member to sign after having inserted the marked ballot in the envelope. The ballot shall be sealed in such form as to prevent disclosure of vote until opened at the direction of the Teller's Committee. Envelopes containing ballots shall be turned over to the Teller's Committee unopened upon validation by the Secretary. Ballots received by the Secretary less than 15 days preceding the Annual Meeting shall be noted as void by the Secretary before delivery to the Teller's Committee.
- 7.3. The candidate receiving the greatest number of votes for each office shall be declared the winner. The results of the election will be announced at the business meeting held during the Association Annual Meeting.
- 7.4. Upon completion of their terms of office or upon adoption of a resolution by the Executive Committee declaring that a vacancy exists in the office of President or President-Elect, there shall be automatic advancement from president-elect to president, and Vice-President to President-Elect. Denial of such automatic advancement shall be by motion, duly seconded, and carried by a two-thirds majority vote of the entire Executive Committee.
- 7.5. In the case of a vacancy in an elected office, other than President or President-Elect, the Executive Committee shall promptly select a nominee for the office. Such nominee may be voted on at a duly constituted meeting of the Executive Committee or by a mail ballot of the Executive Committee. If the nominee receives a majority vote of the Executive Committee members voting, the nominee shall be declared elected. The officer so selected shall take office immediately and shall continue in office until a successor is elected.
- 7.6. The President shall be ineligible for re-election. This prohibition shall not apply to a person acting as president in the absence of the President. However, should any of the officers serving as President,

President-Elect, or Vice-President have been elected to fill a vacancy, and will have served in their present office less than six months, such officer shall be eligible for re-election to the same office for one full term of office.

- 7.7. In the event that a Delegate cannot perform the duties of the office, the Executive Committee shall appoint an Acting Delegate to serve until the next annual election of the Association when a Delegate will be nominated and elected to either (1) finish the unexpired term, or (2) start a new three year term. Serving as Acting Delegate shall not preclude an individual from being elected to the office of Delegate for the next consecutive term.

#### *Article 8*

### **ELECTION OF PWOD REGIONAL COUNCIL REPRESENTATIVE**

- 8.1. Prior to an Annual Meeting, the President shall appoint a PWOD Nominating Committee consisting of three (3) PWOD members. This Committee shall include the retiring Regional Council Representative. The PWOD Nominating Committee shall report at least 120 days before the Annual Meeting to the Executive Committee recommending at least one (1) name for the Regional Council Representative. All nominees shall be PWOD members and shall have signified their willingness to serve.
- 8.2. Official ballots shall be mailed at least sixty (60) days preceding the Annual Meeting to all voting members of the Association together with a return envelope on which there shall be a space provided for the member to sign after having inserted the marked ballot in the envelope. The ballot shall be in such form as to prevent disclosure of vote until opened at the direction of the Teller's Committee. Envelopes containing the ballots shall be turned over to the Teller's Committee unopened upon validation by the Secretary. Ballots received by the Secretary less than 15 days preceding the Annual Meeting shall be noted as void by the Secretary before delivery to the Teller's Committee.
- 8.3. The candidate receiving the greatest number of votes shall be declared the winner. The results of the election will be announced at the business meeting held during the Association Annual Meeting.

#### *Article 9*

### **EXECUTIVE COMMITTEE**

- 9.1. Presiding Officer
- 9.1.1. The President of the Association shall be the Presiding Officer of the Executive Committee.
- 9.2. Quorum
- 9.2.1. A quorum of the Board shall consist of a majority of its members.
- 9.3. Duties of the Executive Committee
- 9.3.1. Shall be the representative of the Association and shall manage its affairs and establish policies subject to the conditions and limitations prescribed in the Constitution and ByLaws.
- 9.3.2. Shall receive all committee reports and take appropriate action on recommendations made in these reports where required.
- 9.3.3. Shall direct the investment and care of the funds of the Association.
- 9.3.4. Shall make funds available for regular operation of the Association and for specific purposes. No financial commitments shall be incurred that are beyond the funds available or otherwise due.
- 9.4. Executive Administrator

- 9.4.1. The Executive Committee shall have the discretion of entering into a contract for a paid Executive Administrator. The Executive Administrator will attend Executive Committee meetings and perform duties as directed by the Executive Committee. Remuneration for services of the Executive Administrator will be as specified in the contract.

*Article 10*  
**COMMITTEES**

10.1. General

- 10.1.1. In addition to the Executive Committee described in Article VI of the Constitution and the Nominating, Audit, and Teller's Committees provided for below, the President is empowered to appoint such additional committees as may be required to advance the best interest of the Association and to enable it to fulfill its objectives.

10.2. Nominating Committee

- 10.2.1. Shall consist of three eligible voting members appointed by the President including the immediate Past President and at least one Delegate  
10.2.2. The immediate Past-president shall serve as the Chairman.  
10.2.3. Shall nominate candidates for the elective offices of the Association.

10.3. Audit Committee

- 10.3.1. Shall consist of three eligible voting members appointed by the President.  
10.3.2. Shall annually conduct a formal financial audit of the Association. This audit shall be performed on the calendar year books and financial records, shall take place prior to the Association Annual Meeting and a report of that audit shall be presented at the Annual Meeting. The audit committee may retain the assistance of an independent accounting professional as appropriate upon approval by the Executive Committee.

10.4. Teller's Committee

- 10.4.1. Shall consist of three eligible voting members appointed by the President, one of whom shall be designated as the Chairman of the committee.  
10.4.2. Shall open and tabulate sealed ballots for the election of officers and shall report the tabulation to the Executive Committee at the Association Annual Meeting.

*Article 11*  
**PROFESSIONAL WASTEWATER OPERATIONS DIVISIONS ACTIVITIES**

- 11.1. The duly elected Regional Council Representative shall represent the Association PWOD members at the Regional Council and shall coordinate all Association PWOD activities.
- 11.2. If the Association does not qualify for a PWOD Regional Council Representative, the Executive Committee shall appoint a PWOD member to direct PWOD activities, on an annual basis. Such appointee shall not be a voting member of the Executive Committee.
- 11.3. With the approval of the Executive Committee, PWOD members may organize and carry out

activities consistent with the objectives of the Association. PWOD activities shall be regularly reported to the Executive Committee.

*Article 12*  
**AWARDS**

- 12.1. **The Arthur Sidney Bedell Award** - The Bedell Award acknowledges extraordinary personal service to the Member Association of the Federation. Each Federation Member Association is privileged to name one of its members to receive this award, which may be based on organizational leadership, administrative service, membership activity, stimulation of technical functions or similar participation. The frequency of nomination for the Association is determined by the number of members in the Association. An appropriate certificate or plaque shall be presented to the awardee at the Association Annual Meeting following Federation Board of Control approval.
- 12.2. **The William D. Hatfield Award** - The Hatfield Award recognizes outstanding wastewater treatment plant operation in Member Associations of the Federation. Each Federation Member Association is privileged to name one of its members to receive this award. The frequency of nomination for the Association is determined by the number of members in the Association. An appropriate certificate or plaque shall be presented to the awardee at the Association Annual Meeting following Federation Board of Control approval.
- 12.3. **Additional Federation Awards** - The Federation has established additional awards to honor individuals making outstanding contributions to the water environment field.
- 12.4. **Award of Merit** - This award can be presented to one or more members of the Association who has made outstanding contributions to the growth and the development of the Association through organizational leadership, administrative service, membership activities, stimulation of technical functions, or similar participation. This award is in the form of a certificate.
- 12.5. **The George W. Burke, Jr. Award** - The Burke Award encourages an active and effective safety program in municipal and industrial wastewater facilities, and to stimulate the collecting and reporting of injury data. Each Member Association of the Federation is privileged to name one of its wastewater facilities to receive this award, which is based on the review of the facility's safety program and safety record for the preceding calendar year. The frequency of nomination for the Association is determined by the number of members in the Association. A certificate is presented to the awardee at the Association Annual Meeting following Federation approval.
- 12.6. **Special Awards** - A plaque, certificate, or other form of commemoration acknowledging service on behalf of the Association, may be presented to Association members or nonmembers upon approval of the Executive Committee.
- 12.7. **Additional Association Awards** - The Executive Committee may create awards to be given annually, or as otherwise approved by the Executive Committee, honoring or acknowledging accomplishments in water quality management, operations, and other related areas. The basis for an award and the procedures for selecting the awardee(s) shall be determined at the beginning of the year by the Executive Committee. The basis and procedures will remain unchanged from year to year unless specifically modified by the Executive Committee. Any changes in the basis or procedures will be announced at the Association Annual meeting prior to the presentation of the award.