



GWTTRA BYLAWS

Revised and approved August 27th 2010

Article I: Name, Organization and Operation

- A. The name of the organization is the Travel and Tourism Research Association Greater Western Chapter (GWTTRA).

- B. The Travel and Tourism Research Association (TTRA) International Board of Directors is authorized to recognize chapters by granting them a charter. Only organizations authorized by the Board may make use of the name of the Association in their activities. The Greater Western Chapter was chartered in 1995 and includes the geographical area of Alaska, Arizona, California, Colorado, Idaho, Montana, New Mexico, Nevada, Oregon, Utah, Washington and Wyoming. Other states may be added upon approval of the Board of Directors of the Greater Western Chapter and of TTRA International.

- C. GWTTRA shall organize and operate in a manner which is desirable to the parent organization, (TTRA and its Board of Directors), and consistent with its purpose and mission. An annual report will be submitted in the form prescribed by the TTRA Board of Directors.

Article II: Objectives

- A. To serve as a regional forum for the exchange of ideas and information among travel and tourism researchers, marketers, planners and managers.

- B. To encourage the professional development of travel and tourism researchers, marketers, planners and managers.

- C. To facilitate global cooperation between providers and users of travel and tourism research.

- D. To promote and disseminate high quality, credible, and effective research to the travel and tourism industry.

- E. To foster the development of travel and tourism research and related curricula in institutes of higher education.

- F. To advocate the effective use of research in the decision-making process of professionals in the travel and tourism industry.

- G. To foster communication, coordination and cooperation with and between TTRA and its chapters world-wide in order to advance the aims and purposes of the Association.

Article III: Membership and Dues

- A. All Greater Western Chapter members must be members in good standing in the Travel and Tourism Research Association.

- B. The Greater Western Chapter is entitled to impose local dues. Dues and dues increases are established by the Greater Western Chapter Board and must be approved by the TTRA Board of Directors before the Chapter is entitled to change them. Dues are paid to TTRA headquarters.

- C. The Greater Western Chapter will submit an annual report in a form and on a date specified by the TTRA Board of Directors. Upon acceptance of the annual report by the TTRA Board of Directors, the Chapter shall receive payment (revenue share) as determined by the TTRA Board of Directors.

- D. The Greater Western Chapter is expected to be self-supporting.

Article IV: Officers

- A. The President shall be chief executive officer of the Chapter and serve for two (2) years. The President shall preside at all meetings and appoint committee chairs and members necessary to the conduct of Chapter affairs. The President moves from the position of Vice President, an elected office, during the second year of the term of office of the Vice President at the annual business meeting of the Greater Western Chapter. The annual business meeting shall be contiguous to the annual conference of TTRA.

- B. The Vice President is elected by the membership to serve for two (2) years and shall serve in the absence of the President. The Vice President is responsible for coordinating an annual workshop sponsored by the Greater Western Chapter.

- C. The Secretary is elected by the membership to serve for one year and shall maintain the Chapter minutes and manage the communications of the Greater Western Chapter.

- D. The Treasurer is appointed by the Greater Western Chapter Officers and serves at the discretion of the Officers. The Treasurer shall maintain the membership list and coordinate the financial affairs of the Chapter in accordance with TTRA standards and requirements. The Greater Western Chapter financial records may be audited by the TTRA Board of Directors or their designee on an annual basis.

- E. The immediate Past President shall serve as Chair of the Nominating Committee for the term of two years and shall assist in maintaining continuity of activities from one year to the next and providing liaison between Officers.

Article V: Board of Directors

- A. The Board of Directors shall be composed of the five officers and **not less than** twelve (12) members elected by the **majority of members voting**, with one third (4) elected each year. Every effort will be made to encourage representation of all Greater Western Chapter states on the Board of Directors.

- B. Vacancies occurring on the Board of Directors **between elections** may be filled by actions of the Board of Directors.

Article VI: Meetings

- A. At least two (2) meetings of the Board of Directors will be held each year at the call of the President, one of which will be considered the annual business meeting and shall be held contiguous to the annual TTRA conference. The Secretary shall provide written notice of all meetings to the Board of Directors at least three weeks in advance of the meeting. Other than the annual business meeting, other meetings may be conducted in person, online, and via conference calls.

- B. There is no required quorum for Board meetings. Decisions will be determined by a majority of the voting members in attendance.

- C. Certification of the election of Officers and Board shall take place at the Greater Western Chapter annual business meeting.

- D. Meetings shall be conducted under Roberts Rules of Order.

Article VII: Committees

The Board of Directors will create/dissolve standing committees as needed. The President shall appoint committees and task forces as are necessary to conduct the business of the association **and will include at least one board member but may include general membership or outside parties with expertise. These committees may include, but are not restricted to the following:**

Nomination Committee

Education Committee

Membership Committee

Article VIII: Nominations and Elections

- A. The nominating committee shall consist of the Past President, (who will serve as committee Chairman) and **not less than** two (2) Board members **and may include committee members from general membership.**

- B. The committee shall solicit nominations from the membership and shall submit nominations for vacant positions to the President at least one month prior to the Greater Western Chapter annual business meeting.

- C. The Secretary shall electronically issue ballots to all Chapter members in good standing at least three weeks prior to the fall Greater Western Chapter board meeting. Ballots are to be electronically returned to the Secretary one week prior to the fall meeting and will be counted and certified at that meeting.

Article VIII: Staff

- A: The board under bylaw may retain a full or part-time staff to assist with the operation and growth of the chapter.

Article IX: Amending Bylaws

The Board of Directors may amend Greater Western Bylaws subject to the review and approval of a majority of the chapter members voting. The TTRA Board of Directors must also ratify amendments

Article X: Chapter Revocation and Dissolution.

- A. The TTRA Board of Directors will have the authority to revoke the charter of any Chapter that fails to meet all Chapter requirements.

- B. A Chapter may be dissolved or have its charter revoked only with the majority approval of the TTRA Board of Directors. In the event of dissolution, any Chapter assets remaining after the payment of liabilities shall become the property of TTRA.