

BY-LAWS OF
THE FLORIDA - STATE IMPLEMENTATION COMMITTEE

A. MISSION OF THE FLORIDA-STATE IMPLEMENTATION COMMITTEE (FL-SIC): The mission of the Florida - State Implementation Committee (FL-SIC) is to provide oversight and administration of the SUSTAINABLE FORESTRY INITIATIVE® Program within the State of Florida, as directed by SFI, Inc.

B. OPERATION OF THE FL-SIC:

1. The FL-SIC operates in cooperation with the Florida Forestry Association (FFA). FFA provides financial accounting services for the FL-SIC, a program coordinator, administrative staff support, along with office space and equipment as a third-party provider through a Memorandum of Agreement (MOA).

2. The FL-SIC operates as an overall planning and steering committee in accordance with the rules set forth in these By-Laws. Normal parliamentary procedure shall be used in conducting meetings. Project Leaders shall be appointed by the FL-SIC for all Funded Projects and shall carry out the actual work of the FL-SIC in relation to the SFI and are described in section G below. From time-to-time special committees may be formed by the FL-SIC to perform non-routine or one-time tasks.

C. MEMBERSHIP: Membership of the FL-SIC shall consist of the following:

1. Each SFI program participant in Florida and who is a party paying the required annual assessment therefore is a member of the FL-SIC (Paying Members).

2. Individuals representing forestry interests within Florida can become members of the FL-SIC and will have the designation of (Supporting Members). Supporting members are recognized as being an ex officio member of the FL-SIC and are non-dues paying members. Representatives from the groups listed in section C4-8 are known as Supporting Members.

3. The Paying and those Supporting Members shall approve all other parties admitted to Committee Membership. Such approval shall be by majority vote of the Paying and Supporting Members present and voting at any regular meeting of the FL-SIC or any special meeting called for that purpose.

4. The current "Florida Logger of the Year" as selected by the Florida Logger of the Year Committee is entitled to one ex officio membership of the FL-SIC.

5. The University of Florida School of Forest Resources and Conservation is entitled to one ex officio membership on the FL-SIC.

6. The Southeastern Wood Producers Association (SWPA) is entitled to one ex officio membership of the FL-SIC.

7. The Chairman of the Florida Tree Farm Committee of the FFA is entitled to one ex officio membership of the FL-SIC.

8. Positions on the FL-SIC held by Supporting Members will expire every two (2) years and be replaced by a committee vote. Those individuals in those positions may serve on successive terms following voter approval by the FL-SIC.

D. VOTING ELIGIBILITY:

1. Each Paying and Supporting Member represented is entitled to one vote, except as provided in section D2 below.

2. In setting the annual assessment for the dues paying members of the FL-SIC and selection and assessment fees required to compensate a contracted third-party provider for their services, only Paying Members who are paying the assessment are entitled to vote.

E. POSITION SELECTION AND PRINCIPAL DUTIES:

CHAIRMAN AND VICE CHAIRMAN

1. The Chairman and Vice Chairman of the FL-SIC shall be SFI program participants (Paying Members) representing companies having facilities in, or doing business in, or having property holdings in the State of Florida.

2. The term of office for both Chairman and Vice Chairman of the FL-SIC shall be two (2) years with the Vice Chairman succeeding the Chairman.

3. The assignment of the Chairperson and Vice Chairperson will be made according to the alphabetic scheduled SIC leadership rotation of SFI Program Participant (Paying Members) representing companies having facilities in, or doing business in, or having property holdings in the State of Florida. A "Paying Member" at their discretion may opt out of the current rotation.

4. The duties of the Chairman are to preside at the FL-SIC meetings and execute leadership to assure the FL-SIC functions within the SFI Inc., MOA and Operating By-Laws parameters.

5. The Vice-Chairman of the FL-SIC will automatically succeed the Chairman at the end of the Chairman's term, or upon the resignation or disability of the Chairman to serve.

6. The duties of the Vice-Chairman are to act for the Chairman in his/her absence and to perform other duties as the Chairman or FL-SIC may direct.

PROGRAM COORDINATOR

7. The Program Coordinator can be a Paying Member or the activities of the Program Coordinator can be contracted to a third-party service provider. When the Program Coordinator is third-party contracted through a MOA, the Paying Members shall vote on the selection and assessment fees required to compensate the contracted third party provider for their services.

The duties of the Program Coordinator shall be to maintain and execute the decisions of the FL-SIC in a timely manner; keep FL-SIC informed of organizational

activities; progress and problems; make sound recommendations for FL-SIC action; and follow up on all problems and issues brought to the attention of said Program Coordinator. The Program Coordinator shall supervise the arrangements for FL-SIC meetings including selection of site; preparation of agendas; selection of outside presenters; preparation of materials; etc., and assist the Chairman or presiding officer in conducting these meetings.

In addition, the Program Coordinator shall administer day-to-day operation of SFI in Florida; draft and submit for committee approval a responsible budget; arrange for annual audit; provide quarterly financial reports to leadership; and secure internal records.

8. At a minimum, either the Chairman or one member of the committee or Program Coordinator are encouraged to attend the SFI Annual Conference and Southeastern Regional Meetings.

F. FINANCES AND BUDGETING:

1. The FL-SIC obtains its principal funding from an assessment of SFI program participants in Florida who participate on the FL-SIC. The assessment process and amount will be established annually by the FL-SIC.

The current assessment is based on:

Tonnage: 0-1,000,000 tons is \$2,500; 1,000,001 tons to 2,500,000 tons is \$3,000; greater than 2,500,001 is \$3,500

Acreage: \$.015/acre, with a maximum of \$3,500, and a minimum of \$1,000.

2. The FL-SIC may solicit additional funding and in-kind support from other appropriate sources who are aligned with the Objectives and Principles of the SFI.

3. The following annual budgeting process will be utilized:

a. The Program Coordinator will prepare a budget for the ensuing year and submit these budgets to the FL-SIC Chairman thirty (30) days prior to the third quarter FL-SIC meeting. The budget will clearly show the funding to be provided by the FL-SIC to be separate from other financial or in-kind support from other sources.

b. The FL-SIC Chairman will assure that the proposed annual budget consisting of both the Funded Projects and any overall FL-SIC administrative items are distributed to all FL-SIC members at least two (2) weeks prior to the third-quarter FL-SIC meeting.

c. The FL-SIC Paying and Supporting Members shall vote on the budget at the third-quarter FL-SIC meeting.

d. Any payment of assessments made to contracted third-party provider shall be maintained in a restricted fund separate from all other activities and funds.

e. Approved budgets shall, among other things, establish authority for Funded Project Leaders or other designated persons to authorize expenditures on behalf of the FL-SIC.

f. Payments, incomes and overall account status shall be reported at each FL-SIC meeting. Any questions regarding an FL-SIC expenditure will be referred to the FL-SIC Chairman.

g. The funding report must be prepared annually for presentation at the third-quarter FL-SIC meeting.

G. STANDING SUB-COMMITTEES OF THE FL-SIC:

1. Inconsistent Practices Funded Project

a. The FL-SIC will appoint a Project Leader annually.

b. The function of this Funded Project is to establish, implement, and maintain an effective reporting and investigation process to address public concerns with implementation of the SFI in Florida. A critical feature of this process is to maintain an appropriate level of confidentiality for both those reporting and those who are alleged to be operating beyond SFI parameters.

c. Reporting to the FL-SIC of performance trends or incidents will be made in such a manner as to assure individual and company names remain confidential.

d. Should any SFI program participant member be reported and found to be in gross noncompliance with the Principles and Objectives of the SFI and after all attempts to resolve the matter have been exhausted, the matter will be brought to the attention of the national organization of SFI, Inc. for resolution.

2. Logger Training

a. The FL-SIC will appoint a Project Leader annually.

b. The function of this Funded Project is to be a liaison between this committee and the Logger Training Committee of the FFA and to provide timely updates to the FL-SIC on the progress of the training of loggers through the Master Logger Program.

3. Landowner/Public Outreach

a. The FL-SIC will appoint a Project Leader annually.

b. The function of this Funded Project is 1) to be a liaison between this committee and other committees and programs that provide channels of communication with the public and landowners of Florida and 2) to identify, review and develop recommendations for SFI program marketing and promotion.

4. Finance

a. The FL-SIC will appoint a Chair annually.
Additional members include the FL-SIC Chair and Vice-Chair

b. The function of this committee is 1) to be a liaison between this committee and other committees regarding financial support, 2) function as the ongoing review of all financial activities between the FL-SIC and the FFA, 3) develop and present the annual FL-SIC budget for review and approval.

H. AMENDMENT: These By-Laws may be amended by a two-thirds (2/3) majority vote of the FL-SIC.

These amended By-Laws are hereby approved and adopted by the FL-SIC on August 18, 2015, and revised with approval on 11-6-14, 8-18-15, **8-8-17**.

Chuck Mathis

Chairman, Florida -State Implementation Committee of
Sustainable Forestry Initiative ® Program