



PO Box 824 ■ Viroqua, WI 54665 ■ (608) 676-0985 ■ Info@ThePrairieEnthusiasts.org



Minnesota Oak Savanna Chapter Guidelines

Revised March 2026

1. Core Focus, Mission and Goals

1.1 The Minnesota Oak Savanna Chapter is aligned with the Core Focus and Mission of The Prairie Enthusiasts:

- Purpose: Igniting relationships with the land.
- Niche: Protecting and restoring endangered fire-dependent ecosystems of the Upper Midwest.
- Mission: We seek to ensure the perpetuation and recovery of prairie, oak savanna, and other associated ecosystems of the Upper Midwest through protection, management, restoration, and education. In doing so, we strive to work openly and cooperatively with private landowners and other private and public conservation groups.
- Goals: The Chapter's 3-Year Picture, 1-Year Plan and goals will align with The Prairie Enthusiasts Vision for the organization.

2. Geographic Area

2.1 Minnesota Counties of Anoka, Carver, Dakota, Hennepin, Isanti, Ramsey, Scott, Sherburne and Wright.

2.2 As the Chapter grows, it may consider breaking into more than one Chapter or revising its geographic area. A vote to alter the current Chapter boundaries must pass with a majority vote by the Chapter Board before the proposed division or geographic area is recommended to The Prairie Enthusiasts Board of Directors.



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3. Chapter Structure

3.1 Membership

Members who are in good standing with The Prairie Enthusiasts who meet one of the following criteria:

1. They have requested to become a member of the Minnesota Oak Savanna Chapter.
2. Their primary address is within the Chapter's geographic region, and they have not elected to be members of another Chapter or opted out after being informed that they are being assigned to the Minnesota Oak Savanna Chapter.

3.2 Officers

Election and Terms of Office

Members elected to officer positions shall serve two-year terms and are eligible for up to three consecutive terms. Elections will be held at the Chapter Board meeting in March, with new vacancies being filled as needed at the next regularly scheduled meeting. The terms will begin and end with the organization's program year on April 1 and March 31. Terms of the officers shall be staggered so that the election of the Chair and Vice-Chair alternate years with election of Secretary and Treasurer. Nominees for positions will be invited from the membership and selected by the Chapter Board. Elections of nominees require a majority vote by the Chapter Board.

Chapter Officers

1. **Chair (required):** Schedules, plans and presides at Chapter meetings; proposes and facilitates Chapter activities; and assists the Chapter Board, committees, and membership to fulfill the Chapter's mission.

2. **Vice-Chair:** Assumes the duties of the absent Chair. The Vice-Chair will serve as Chair-elect unless another member is otherwise elected and will assume the office of Chair when it becomes available or vacant.
3. **Past Chair:** Serves two years on the Chapter Board.
4. **Secretary:** Acts as the main point of contact for the Chapter. Handles Chapter member communications, and maintains Chapter records and documentation of key decisions.
5. **Treasurer (required):** Has reviewed The Prairie Enthusiasts *Chapter Treasurer's Handbook* and will abide by its directives. Approves budget expenditures (along with Chair) and coordinates and communicates with Chapter Support and the Board of Directors as required.
6. **The Prairie Enthusiasts Board Chapter Representative (required):** Represents the Minnesota Oak Savanna Chapter on The Prairie Enthusiasts Board of Directors.

3.3 Chapter Board

Consists of the Chapter Officers, The Prairie Enthusiasts Board Chapter Representative, and optional at-large members who will be elected for a two-year term, not to exceed three consecutive terms, by the Chapter Board. Ex-officio non-voting advisors may be added to the Chapter Board as necessary and appropriate.

The purpose of the Chapter Board is to administer chapter affairs, lead the membership and guide the officers through their representational decisions. Members wishing to fill at-large member seats on the Chapter Board must notify the Chair and positions will be filled as needed. Any officer may be removed by the unanimous vote of the other Chapter Board members. All Chapter Board members are voting members of the Chapter Board.



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3.4 Committees and Working Groups

A committee and/or working group will be formed or dissolved at the discretion of the Chapter Board. Committees and/or working groups may be established for a limited purpose or remain active indefinitely.

4. Chapter Meetings

4.1 Membership meetings will be called at the discretion of the Chair. Meeting agendas will be distributed at least 5 days prior to the meeting.

5. Relationship to Parent Organization

5.1 The Minnesota Oak Savanna Chapter is affiliated with The Prairie Enthusiasts, Inc. The Chapter will conduct itself in accordance with the policies, purposes, and objectives of The Prairie Enthusiasts.

6. Amending Guidelines

6.1 The Guidelines for the Minnesota Oak Savanna Chapter may be amended by a majority vote of the Chapter Board. Final amended Guidelines will be submitted to the President of The Prairie Enthusiasts Board of Directors.