National Fish Habitat Board Meeting
June 25, 2014
Tab 6

Title: 501(c)(3) Update

Desired Outcome(s): NFHP Board approves a process for selecting 501(c)(3) Board of Directors, consistent with Bylaws

Background:

The name of the 501(c)(3), as stated in the Articles of Incorporation, is the National Fish Habitat Fund, Inc. (referred to hereafter as "the Fund").

Articles of Incorporation were filed in the District of Columbia and have been approved; Matt Menashes and Mike Andrews are the initial officers and a registered agent, who will help with this process, has been hired.

The next step, once the Articles are approved, is to apply to the IRS for non-profit, tax exemption status. AFWA will hire or assign an AFWA attorney to do this (NFHP budget funds will help pay for this).

Once non-profit, tax exemption status is approved, an application for a Tax ID will be submitted.

At the March meeting, the NFHP Board agreed that at least three existing non-Federal NFHP Board members would also serve on the Board of Directors (BOD) of the Fund.

Staff Recommendation/Proposal:

The proposed process for selecting Board of Directors of the Fund is as follows:

- Mike Andrews and Steve Moyers will solicit nominations for the BOD of the Fund. This will include non-Federal NFHP members of the NFHP Board, and external individuals. External individuals will have experience with (1) fundraising; (2) marketing; and (3) organizations with chapter relationships.
- Kelly will present the proposed members of the Fund BOD to the NFHP Board for feedback via email in late Summer, if feasible.

Reference Material:

Submitted Articles of Incorporation; Bylaws (Tab 6)