Charter of the
Alaska Northern Forest Cooperative

Purpose: The purpose of the Alaska Northern Forest Cooperative is to provide an organization for addressing forest management opportunities and challenges that are of mutual concern to the managers of Alaska’s northern forests.

Goals: The goals of the Cooperative are to: 1) Identify, evaluate, and rank technical needs of forest managers in the Northern Forest; 2) Coordinate and initiate the acquisition of information to address the highest priority needs; and 3) Facilitate the dissemination of existing and new information to forest land managers and land owners throughout the Northern Forest. The Cooperative has a technical focus and is not a political or advocacy organization.

Organization: The Cooperative shall function as a technical information group (Appendix A) and shall be made up of members that represent their respective forest management organizations or entities (Appendix B). The Cooperative has an Executive Board that shall be made up of a Chair or co-chairs (elected by the members and serves a two-year term) and three permanent members that are designated by position from the Alaska Division of Forestry, University of Alaska Fairbanks (UAF) and USDA Forest Service, Alaska Region, State and Private Forestry. Based on recommendations from the members, the Executive Board sets direction for the Cooperative, formulates policy, establishes other committees and provides them direction, and evaluates the effectiveness of the Cooperative in meeting the needs of its members. Member organizations or entities will support functions of the Cooperative as appropriate.

Executive Board:
- Chair or co-chairs (elected by members and serves two-year term)
- Alaska State Forester
- Dean, UAF School of Natural Resources and Agricultural Sciences
- Director, Alaska Region, State and Private Forestry

Revision of this Charter: This Charter may be revised by a majority vote of at least a 50% quorum of the members (entities listed in Appendix B) present at a meeting.

Revised 16 October 2003 (Tom Paragi, co-chair)
APPENDIX A

Operating Guidelines
for the
Alaska Northern Forest Cooperative

The following guidelines will govern how the Cooperative conducts its meetings and business:

Meeting Schedule: The members will meet at least twice annually. Additionally there will be at least one technical/professional workshop per year.

Meeting Agenda: A draft agenda will be developed by the Executive Board and sent to the members approximately one month before each meeting. At that time the Chair will request that a recorder to take minutes of each meeting be provided by one of the three permanent entities on the Executive Board. Changes to the agenda and member contributions on project assignments will be requested at least two weeks in advance of the meeting.

Meeting Leader: The Chair or co-chairs will lead all meetings, serve as primary contact for members, and generally maintain a repository of cooperative correspondence and products.

Meeting Facilitation: Meetings will be self-facilitated except in situations where the Executive Board determines that a facilitator is needed.

Decision Making: The Cooperative will strive for consensus in all decisions that are brought before the members, which means that all members can live with the decision. When consensus cannot be reached, a majority vote from at least a 50% quorum of member entities (Appendix B) will be used. Routine administrative decisions will be made by the Executive Board, including approval of workshops and other activities formally associated with the Cooperative. The Chair shall update the membership list (Appendix B) following each meeting.

Member Definition and Responsibilities: The Cooperative functions on contributions of members to achieve its goals of technical information exchange. There is no restriction to membership, but a member entity may be removed from the contact list after failure to attend at least 1 of three consecutive meetings, exclusive of workshops or other ANFC functions.
APPENDIX B

Working Membership (16 October 2003) of the Alaska Northern Forest Cooperative

The following organizations or entities were present at one or both the first two meetings of the ANFC in May and October 2003. An organization or entity wishing to join the Cooperative

Current Cooperative Members (verify list from Jerry Boughton):

Private Landowners
- Tetlin Indian Reservation
- Toghotthele Corporation (Nenana)

Native Organizations
- Tanana Chiefs Conference, Inc., Forestry Department

Local Government

State Government
- Alaska Department of Fish and Game, Division of Wildlife Conservation
- Alaska Department of Natural Resources
  - Division of Forestry
  - Division of Lands, Mining, and Water
- Alaska Mental Health Trust Lands
- University of Alaska, Office of State-wide Land Management
- University of Alaska-Fairbanks
  - Cooperative Extension Service
  - School of Natural Resources and Agricultural Sciences

Federal Government
- U.S. Army (Fort Wainwright & Eielson AFB)
- U.S. Department of Agriculture, Forest Service
  - Pacific Northwest Research Station
  - State and Private Forestry (Region 10)