

# **Constitution & Bylaws of Reset: Integrative Wilderness Therapy**

## **Article I Name & Purpose**

*Section A.* The name of this organization shall be Reset: Integrative Wilderness Therapy, hereby known as Reset.

*Section B.* The mission of Reset is to strengthen our relationship with the self by discovering our relationship with nature. Primary virtues that guide the decisions of the organization include Authenticity, Adventure, Environmentalism, Health, & Understanding.

*Section C.* The logo of Reset is as depicted on the top left corner of this document.

*Section D.* “Integrative Wilderness Therapy” will be defined as a holistic therapeutic service that integrates a boundless range of examination and intervention strategies including those developed in traditional psychological and physical therapies. This approach leverages the healing power of nature to enhance the human experience, as perceived by the client, aiming to improve mental, emotional, and physical well-being.

## **Article II Legal & Ethical Compliance**

*Section A.* Reset shall comply with all applicable local, state, and federal laws and regulations. All therapists associated with Reset, while employing a diverse range of examination and intervention strategies, are strictly prohibited from utilizing any examination or intervention practices that are legally restricted to licensed clinical, medical, or technical professionals as defined by the statutes of the state in which they are practicing.

*Section B.* If a therapist associated with Reset wishes to engage in practices that fall within the scope of any licensed clinical, medical, or technical profession, they must first thoroughly investigate and fulfill all legal and ethical requirements necessary to obtain the appropriate licensure in the state where they intend to practice. This includes, but is not limited to, completing necessary educational programs, obtaining required certifications, and adhering to all professional and ethical standards set forth by the relevant licensing authorities.

*Section C.* Furthermore, Reset commits to maintaining an ongoing review of applicable laws and regulations to ensure continuous compliance and to protect the safety and well-being of all clients. Any therapist found to be in violation of these provisions may be subject to disciplinary action, up to and including termination of their association with Reset.

## **Article III Board of Directors**

*Section A.* The Board of Directors will be responsible for overseeing the company’s overall direction and governance, making major decisions, and ensuring the organization’s long-term success. This includes approving strategic plans made by the officers, making final decisions on significant financial expenditures, overseeing mergers and acquisitions, issuing new stock, appointing or removing officers, ensuring compliance with legal and financial regulations, setting overall company policies, and formulating major goals.

*Section B.* The Board of Directors shall be designated as Director of Therapeutic Evaluation & Intervention, Director of Introspective Practices, Director of Creative & Philosophical Development, Director of Emergency Management, and Director of Environmental Interpretation.

*Section C.* The Director of Therapeutic Evaluation & Intervention is responsible for being up to date on the best evidence based practice for traditional therapies. This director helps formulate these principles of practice to fit within the scope of Integrative Wilderness Therapy and establishes clear criteria for when therapists should refer out to an appropriate medical provider. This is to help Integrative Wilderness Therapists foster the utilization of evaluation and intervention techniques that best help clients achieve their goals in a safe yet challenging environment. This director also leads the integration of therapeutic concepts into an educational program that allows interested individuals to become certified in the practice of Integrative Wilderness Therapy.

*Section D.* The Director of Introspective Practices is responsible for setting the standards and providing guidance for therapists of Reset on how to facilitate deep introspective processes in clients. This is to ensure clients conduct such explorations safely, ethically, and meaningfully. The goals of this director include helping clients enhance self-awareness, promote inner growth, build self-identity, and integrate insights into everyday life. This is to be accomplished within procedural limits established by this director to ensure intuitive information is interpreted rationally and not taken literally in all circumstances. This director will emphasize freedom of exploration whilst minimizing risks associated with deep explorations so that therapists can effectively and safely guide clients in journeys through their innermost thoughts, emotions, values, and beliefs. Furthermore, this director will guide the development of educational programs for therapists and clients regarding these concepts.

*Section E.* The Director of Creative & Philosophical Development is responsible for integrating the expertise of the other directors, especially the Director of Therapeutic Evaluation & Intervention and the Director of Spiritual Practice. This creative integration is to provide philosophical, logical, and tested ideas for the development of novel practice techniques that ensures maximal positive client outcomes. This director establishes the fundamental underpinnings for all therapeutic techniques to ensure that they include elements of physical, psychological, spiritual, and natural therapies. This director also helps Integrative Wilderness Therapists execute therapeutic techniques through a philosophical and logistical lens so that clients obtain a more personalized as well as nuanced care. This director is a facilitator of collaboration and challenges Reset's operation from a holistic lens to tie therapeutic practice with ethically sound philosophy.

*Section F:* The Director of Emergency Management is responsible for ensuring Integrative Wilderness Therapists are competent and prepared in providing necessary education for the prevention of a medical emergency. Additionally, this director ensures competence in the proper care for clients in the situation of a medical emergency. This director establishes the necessary knowledge and credentials of emergency medicine required by therapists. This director also dictates the methods of which the therapists are equipped with this knowledge and maintain first responder excellence to allow for a safe Integrative Wilderness Therapy experience.

*Section G:* The Director of Environmental Interpretation is responsible for integrating environmentalism with the experiences clients and therapists have with Reset. This will include environmental knowledge, environmental awareness, environmental philosophy, and nature-based therapies. This director dictates the necessary environmental education required to function as an Integrative Wilderness Therapist and determines the methods of which they are equipped. Furthermore, this director ensures that therapists are capable in creating unique environmental education interventions as well as natural therapies for their clients in accordance with the findings of their examination. By maintaining a stout understanding of environmental ethics and policies, this director also aids in establishing environmentally safe and legal practices with Reset and any affiliated events. This director recognizes that strict policies and comprehensive education are key components for supporting conservation efforts which protect what wilderness that remains.

## **Article IV Officers**

*Section A.* The officers of Reset are responsible for the day-to-day management and operational execution of the organization's strategic plans and policies, as directed by the board of directors.

*Section B.* The officers of Reset shall be President (Chief Executive Officer), Vice President, Secretary, and Treasurer (Chief Financial Officer).

*Section C.* The President will provide overall leadership and strategic direction for the organization. They will act as the primary liaison between the board of directors and the organization's members. They will represent the organization in public forums, including speaking engagements, media relations, and community events. They will oversee the implementation of policies and decisions made by the board of directors. The president will also supervise and support other officers, ensuring alignment with the organization's goals.

*Section D.* The Vice President will assist the President in their duties and act as a sounding board for ideas and initiatives. They will prepare to step in for the President in case of absence or incapacity, ensuring continuity of leadership. They will take on specific projects or areas of responsibility as assigned by the President or board. They will help in developing policies and strategic plans for the organization. The Vice President will also provide support in the day-to-day operations and decision-making processes of the organization.

*Section E.* The Secretary will maintain accurate records of board meetings, including minutes, agendas, and related documentation. They will ensure that the organization complies with state and federal regulations, including filing necessary documents. They will oversee the management and storage of Reset's documents, ensuring they are organized and accessible by only authorized individuals. They will facilitate communication within the board and among members; distributing agendas, reports, and other relevant materials in a timely manner. Additionally, the Secretary will assist with administrative tasks and support other officers as needed.

*Section F.* The Treasurer is responsible for managing the organization's financial health, including budgeting, forecasting, and financial planning. They will ensure accurate accounting and timely financial reporting to the board, including income statements, balance sheets, and cash flow statements. They will ensure compliance with all financial regulations, tax filings, and audit requirements. They oversee the management of funds, including investments, cash flow, and reserves. Furthermore, the Treasurer will collaborate with the team on fundraising strategies and campaigns, ensuring financial goals are met.

## **Article V Officer & Director Elections**

*Section A.* Elections of new officers and directors will take place in the first two weeks of July of every year. Announcements will be made 60 days prior in the first weeks of May. Addition or Removal of officer or director positions may also be considered during this time if appropriate modifications to the Bylaws have been made.

*Section B.* All members of Reset who are in good standing with the organization and have over 400 hours per year of documented activity with Reset may be nominated for an officer position. Members may be nominated for positions they have already served for, for up to 25 terms.

*Section C.* Nominations for officer positions shall be submitted in writing to the Secretary at least 30 days prior to the election, that is, by the first week of June. Nominations may be made by any board member, officer, or by self-nomination.

*Section D.* Officers must be elected by general majority through a ballot conducted on a reputable online voting system. Voting will be open for 24 hours. If there is only one nomination for a position, they are immediately elected.

*Section E.* Newly elected officers will assume their roles after a formal approval made during a shareholder's meeting which is to be held within one week of election. After this approval, they will then serve for one year until the next election.

*Section F.* If disapproval by majority consensus was made by the shareholders during their formal approval meeting for one or more of the officers/directors, re-election will be held for only those positions disapproved. Re-elections must occur no sooner than one week but no later than two weeks after the shareholder's formal approval meeting. Until re-election, the officers and/or directors for the disapproved

positions from the year prior will continue to hold position. After re-election, no formal approval meeting will be required as the newly elected will take office as their elected position, effective immediately.

## **Article VI Removal of Officers and Vacancies**

*Section A.* Cause for removal shall be defined as an officer either wishes to no longer serve in their position, is no longer in good standing with Reset, and/or deemed inappropriate to complete the assigned duties by the Board of Directors.

*Section B.* An officer is removed from the position by either making a formal statement to the general membership or in the instance removed due to Board request, the announcement is conducted by the President at the next meeting.

*Section C.* In the event of a vacancy in any officer position, the board shall appoint a replacement to serve the remainder of the term.

## **Article VII General Membership**

*Section A.* Membership as a clientele in Reset is available to any person interested in receiving Integrative Wilderness Therapy services.

*Section B.* Membership as a therapist in Reset is available to any adult, over the age of 18, in good standing with the organization. Good standing with the organization is defined as having:

- A completed and approved background check within the last four years
- An active Basic Life Support and First Aid certification by the Red Cross
- An active personal liability insurance (ie HPSO, CM&F group, Proliability)
- An active Reset certification
- Evidence of at least 90 minutes of in-service each month, with at least 45 of those minutes being on the topic of emergency medicine or medical screening.

*Section C.* Activities and events by Reset will be permitted to be conducted by therapists based on the levels of their ability as determined by the Board of Directors. The distinction of these events will be described by mild, medium, and spicy. Mild events are those lasting less than half the day with minimal physical or cognitive requirements. Medium events may be most or all of a day with moderate physical or cognitive requirements. Spicy events may be one or more days long with strenuous physical or cognitive requirements.

*Section D.* Reset shall not haze any current member or prospective member for the purpose of admission into or affiliation with the organization. Members of Reset are free to leave or dissociate without fear of retribution or harassment.

*Section E.* No discrimination shall be made on the basis of gender, race, color, creed, age, religion, disability, national origin, marital status, sexual orientation, parental status or veteran status.

## **Article VIII Background Check Requirement**

*Section A.* To ensure the safety and integrity of Reset, all individuals obtaining membership as a therapist, director, or officer of the organization must undergo a comprehensive background check. This background check will include, but is not limited to, verification of identity, criminal history, financial history, and professional credentials.

*Section B.* The results of the background check will be reviewed by the current Board of Directors or appointed authority, and any findings that could potentially impact the individual's ability to perform their duties ethically and effectively will be considered.

*Section C.* All background check information will be kept confidential and used solely for the purpose of determining eligibility for the respective position.

*Section D.* Background checks must be re-conducted every four years as a member of Reset.

## **Article VII Alcohol Policy**

*Section A.* The purpose of the alcohol policy is to ensure the safety, well-being, and professional conduct of all participants, staff, and volunteers involved in Reset: Integrative Wilderness Therapy activities and operations.

*Section B.* This policy applies to all members of the Board of Directors, officers, employees, contractors, volunteers, and clients participating in any activities, events, or programs organized or facilitated by Reset: Integrative Wilderness Therapy.

*Section C.* The consumption, possession, or distribution of alcohol is strictly prohibited during all therapy sessions, outdoor activities, events, and programs facilitated by Reset. This prohibition extends to all facilities, vehicles, campsites, and any other locations where Reset activities are conducted.

*Section D.* Alcohol consumption may be permitted at specific social events or gatherings sanctioned by the Board of Directors, provided clients are not involved and it does not interfere with the safety, professionalism, and objectives of Reset's therapeutic programs. Such exceptions must be approved in advance by the Board of Directors.

*Section E.* All participants and staff members are expected to conduct themselves in a manner that promotes a safe and supportive environment. This includes refraining from alcohol consumption during any activity that may affect their ability to perform their roles or participate safely. Any individual found to be under the influence of alcohol during therapy sessions, activities, or programs will be asked to leave immediately and may be subject to further disciplinary action, including suspension or termination of participation or employment.

*Section F.* Any incidents involving alcohol use or violations of this policy should be reported immediately to a member of the Board of Directors or an appropriate authority within the organization. Violations of this policy will be reviewed by the Board of Directors, and appropriate actions will be taken, which may include counseling, warnings, suspension, or termination of employment or participation.

*Section G.* Reset is committed to providing education and support regarding the risks and effects of alcohol use. Resources and referrals to support services will be made available to individuals who may need assistance with alcohol-related issues.

## **Article VIII Meetings & Inservices**

*Section A.* Meetings will be held for the Officers and Board of Directors approximately once per week, as determined by the current needs of the organization. These meetings will be held on Mondays at 1900 or as determined by consensus of the officers and board. Meetings will be used to discuss business operations of Reset.

*Section B.* Inservices are to be held for approximately one hour every other week by a therapist of good standing on a topic of their choice that is useful to the practice of Integrative Wilderness Therapy or as determined by the Board of Directors.

*Section C.* If there are not enough inservice hours presented by Reset to maintain a good standing, therapists of Reset must attend inservices by another professional organizations on a topic that is useful to the practice of Integrative Wilderness Therapy and document that attendance. Documentation of

attendance must be saved for at least 2 years in the case of investigation regarding the fulfillment of good standing requirements by the Board of Directors or appointed authority.

*Section D.* At least 2 days notice shall be given for each regular business meeting or inservice. Special or emergency meetings may be called with less than 2 days' notice by the board.

*Section E.* Business meetings shall include a quorum, order of business, and disposition of the minutes.

*Section F.* Inservices shall include a downloadable presentation or information sheet with a time duration, in-text citations, and reference sheet documented clearly.

## **Article IX Finances**

*Section A.* The purpose of this article is to outline the financial policies and procedures for compensation related to activities and events organized by Reset, ensuring fair and transparent distribution of funds. This policy applies to all therapists, assistants, investors, and organizational financial operations involved in events organized by Reset: Integrative Wilderness Therapy.

*Section B.* All clients participating in events organized by Reset are required to make payments as determined by the fee structure established by the organization. These payments cover all costs associated with the event, including compensation for therapists, assistants, investors, and the organization.

*Section C.* Therapists will be compensated based on the number of clients they see during an event. The rate of compensation per client will be determined by the Treasurer and approved by the Board of Directors as well as reviewed periodically to ensure competitiveness and fairness.

*Section D.* Assistants involved in the event will receive compensation for their services. The rate of compensation for assistants will be determined by the Treasurer and approved by the Board of Directors and may vary based on the role and responsibilities undertaken during the event.

*Section E.* Investors who have provided financial support specifically for an event will receive a payout from the event's proceeds. The payout amount will be determined by a pre-agreed percentage or fixed amount, as outlined in the investment agreement, and will be distributed after all other event-related costs have been covered.

*Section F.* A portion of the funds from client payments will be allocated to Reset to cover operational costs, future event planning, and organizational growth. The percentage or fixed amount allocated to the organization will be determined by the Treasurer and approved by the Board of Directors and reviewed periodically.

*Section G.* Payments to therapists, assistants, investors, and the organization will be made from the total client payments received for the event. The distribution of funds will follow a predetermined order: first to cover direct event costs, then to compensate therapists and assistants, followed by investor payouts, and finally, the allocation to the organization.

*Section H.* Reset will maintain detailed financial records for each event, including client payments, compensation disbursements, and organizational allocations. Financial statements will be reviewed by the Board of Directors and made available to relevant parties to ensure transparency and accountability.

## **Article X Amendments**

*Section A.* Any member of this organization may suggest amendments to this Constitution. If an amendment is to be added to the Constitution, it must be presented at a scheduled meeting and approved by the Board of Directors along with general membership to be voted upon at the subsequent meeting. General majority of at least 75% is required to pass the amendment as voted upon in a ballot conducted in person or virtually on a reputable voting software.

## **Article XI**

### **Dissolution Clause**

*Section A.* The dissolution of Reset may be initiated by a majority vote of the Board of Directors or by a majority vote of the membership at a special meeting called for the purpose of considering dissolution.

*Section B.* All members, officers, and relevant stakeholders must be provided with at least 30 days written notice prior to the meeting at which the vote on dissolution will take place. The notice must include the date, time, place, and purpose of the meeting.

*Section C.* A resolution to dissolve the organization must be approved by a two-thirds (2/3) majority vote of the Board of Directors or by a two-thirds (2/3) majority vote of the membership present at the meeting, provided a quorum is present.

*Section D.* Upon approval of the dissolution, the Board of Directors shall oversee the liquidation of the organization's assets. All liabilities and obligations of Reset must be paid, satisfied, or adequate provision made for their payment. The Board of Directors shall consult with relevant stakeholders, including members, donors, and key partners, to gather input on the distribution of remaining assets. After consulting with stakeholders, any remaining assets shall be distributed as follows:

- Assets shall be distributed to one or more organizations that are organized and operated exclusively for charitable, educational, or scientific purposes, and that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.
- The specific organizations to receive the remaining assets shall be determined by a majority vote of the Board of Directors at the time of dissolution, taking into account the input from stakeholders.

*Section E.* The Board of Directors shall ensure that all required final reports, tax returns, and other legal documents are filed with the appropriate governmental agencies. A final report summarizing the dissolution process, including the distribution of assets and the role of stakeholders, shall be prepared and made available to all members and stakeholders.

*Section F.* All records of the dissolution process, including minutes of meetings, financial records, and correspondence, shall be retained by the most recent president and treasurer for a period of at least seven years following the completion of the dissolution.