

HOMER GARDEN CLUB CONSTITUTION

ARTICLE I – NAME

The name of this organization shall be the Homer Garden Club.

ARTICLE II – PURPOSE

This organization shall be conducted on a non-profit basis. Its purpose shall be to educate and exchange reliable information about gardening and related activities.

ARTICLE III – MEMBERSHIP AND DUES

Any person interested in the purpose of this Club and willing to pay the annual dues may be a member.

ARTICLE IV – GOVERNMENT

Section 1

The Officers of the Club shall consist of President, Vice-president, Recording Secretary, Treasurer, Social Secretary, Newsletter Editor, Historian, Publicity Chair, and Database Manager. No salary or compensation shall be paid to any of these Officers.

Section 2

The Board shall consist of: the officers of this Club and the immediate past President. No salary or compensation shall be paid to any of these Officers.

Section 3

The Officers shall be elected at the September meeting by a majority of the Members present and voting and shall assume office immediately and shall serve for a period of one year or until their successors have taken office.

Section 4

In case of a vacancy in the presidency, the Vice-president shall become President and a new Vice-president shall be elected by the membership.

Section 5

All decisions of the Board shall be by majority vote of a quorum of the Members of the Board.

ARTICLE V – DUTIES OF OFFICERS AND BOARD

Section 1

The President shall preside at the meetings of the Club and the Board, and shall perform such duties as regularly pertain to the office. The President shall be an ex-officio member of all Committees

of the Club with the exception of the Nominating Committee. The President shall co-sign all checks with the Treasurer and shall select one additional co-signer from among the Board members.

Section 2

The Vice-president shall perform all the duties of the President in the absence of the latter or whenever the President is unable to perform the duties of his/her office, and shall also be in charge of the Program Committee.

Section 3

The Recording Secretary shall be responsible for properly recording and reading the minutes of Board and Membership meetings. The Recording Secretary shall also be responsible for timely distribution of these minutes to all board members.

Section 4

The Treasurer shall collect and distribute all Club funds and keep accurate financial records. The Treasurer shall also co-sign all checks and disburse such funds as needed, with approval of the board. The Treasurer shall make a financial report at each Membership and Board meeting, and have the books closed and ready for annual audit by October 31st.

Section 5

The Social Secretary shall be responsible for having refreshments at Membership meetings.

Section 6

The Newsletter Editor shall be responsible for producing and distributing a newsletter to current members and other interested parties.

Section 7

The Historian shall keep a record of Club activities, using photographs, newsletters and other written material.

Section 8

The Publicity Secretary shall be responsible for publicizing activities and events as appropriate.

Section 9

The Database Manager shall be responsible for maintaining a club membership database in coordination with the club Treasurer.

Section 10

The Board shall be the governing body of the Club and have general control of the affairs of the Club; shall approve the plans submitted by Committees and shall approve expenditures of Club funds.

ARTICLE VI – COMMITTEES

The President shall appoint all Committee chairpersons. These Committees shall be appointed as needed to conduct Club activities.

ARTICLE VII – AMENDMENTS

The Constitution and By-Laws may be amended by a two-thirds vote of the Members present and voting at any regular Membership meeting, provided that the proposed amendment has been approved by the Board and either (1) read at the previous regular meeting, or (2) distributed to each Club Member prior to the meeting at which the action is to be taken.

ARTICLE VIII – RULES OF ORDER

Robert's Rules of Order (revised) shall govern the Club in all cases in which they are applicable.

ARTICLE IX – AUDIT

An annual audit shall be made of the financial records of the Club. The fiscal year for the club shall be October 1st through September 30th. A written report shall be submitted to the Board by January 31st by an auditor to be appointed by the President.

ARTICLE X – DISSOLUTION

Upon dissolution of the Club, the Board shall, after paying or making provision for payment of all the liabilities of the Club, dispose of all assets of the Club by donating them to appropriate organizations for educational purposes.

HOMER GARDEN CLUB BY – LAWS

ARTICLE I – DUES

Section 1

The Board, with approval of the Membership, shall determine dues.

Section 2

Dues shall be due and payable by the October meeting each year.

ARTICLE II – MEETINGS

Section 1

Meetings of the Board shall be called by the President or at the request of a majority of the Board members as may be required but there shall be a minimum of four meetings a year.

Section 2

Regular meetings of the Membership shall be held monthly unless otherwise determined by the Board.

ARTICLE III – QUORUMS

Section 1

A quorum for a meeting of the Board shall be five members.

Section 2

A quorum for a general membership meeting shall be the paid membership of the Club in attendance.

ARTICLE IV – NOMINATIONS AND ELECTIONS

Section 1

The Nominating Committee shall consist of a Chairperson appointed by the President. The President shall select any three other members in good standing and not of the Board, to serve on the Nominating Committee. The slate chosen by this committee shall be presented to the Club through the September newsletter. Write-in nominations shall be accepted by the Nominating Committee Chairperson up to ten days before the September membership meeting. The slate shall consist of candidates to fill the offices in Article IV of the Constitution. Nominations offered from the floor during elections will also be accepted. All nominations shall have the approval of the person nominated.

Section 2

Election of the Officers of this Club as defined in Article IV of the Constitution shall take place at the September General membership meeting, by a majority of the (paid) membership present and voting. The newly elected officers shall take office immediately.

ARTICLE V – STANDING COMMITTEES

Section 1

The Plant Sale Chairperson(s) recruits and organizes members to help in the organization and execution of an annual plant sale.

Section 2

The Garden Chairperson(s) recruits and organizes members to help with the execution of planning, purchase of plants, planting, maintenance and clean up of the Club garden(s).

Section 3

The Harvest Dinner Chairperson(s) recruits and organizes members to help in the planning and execution of this annual meeting event.

Section 4

The Program Committee shall assist the Vice President in programming educational presentations for the general membership meetings. The committee shall consist of member volunteers.

Section 5

The Gardeners' Weekend Committee Chairperson(s) recruits and organizes members to help with the planning and execution of the annual Gardeners' Weekend.

Amendments accepted by unanimous vote at the meeting on January 23,2011