

CHAPEL HILL GARDEN CLUB  
BYLAWS  
Revised April 2017

Article I – Membership Define

Section 1. Membership in the Chapel Hill Garden Club is open to anyone. The membership year is from January 1 to December 31. Membership renewal dues are \$45.00 payable by February 28<sup>th</sup>. New members may join at any time. New member dues are: January through August \$45.00, September through December \$20.00.

Section 2. Any member failing to pay annual dues by March 31 shall be dropped from the membership list.

Section 3. Life Member: An honorary Life Member is one who is awarded special recognition by the Club and whose dues are paid annually for life by the Club.

Article II – Nomination, Election, and Term of Office

Section 1. The Nominating Committee shall appoint a Nominating Committee of four to succeed itself. The term of service is for one year.

Section 2. The Nominating Committee shall present a slate of officers at the February meeting. Nominations may also be made from the floor. The consent of each nominee must be secured before his/her name is presented.

Section 3. The elections shall be at the March meeting.

Section 4. The terms of office shall be one year. Officers may be reelected but may not serve more than three consecutive years in the office to which they were originally elected. No one may remain on the Executive Committee for more than six consecutive years.

Section 5. Officers elected in March shall assume their duties following their installation at the May meeting.

Article III – Duties of Officers

Section 1. The President shall preside at meetings of the Club and the Board of Directors. The President shall be an ex-officio member of all committees except the Nominating Committee and shall fill vacancies occurring in office with the approval of the Board of Directors.

Section 2. The First Vice-President shall perform all the duties of the President in the absence of the latter and shall assist the President in her duties.

Section 3. The Second Vice-President shall be Program Chairman and assist in the fundamental operation of the meetings.

Section 4. The Recording Secretary shall keep records of all General meetings of the Club and the Board of Directors.

Section 5. The Corresponding Secretary shall conduct the correspondence of the Club.

Section 6. The Treasurer shall collect dues and issue membership certification, shall receive and dispense all money of the Club with the consent of the Board of Directors, and shall notify those members who have not paid their dues. The end of the fiscal year shall be June 30, and

the Treasurer's books shall be audited biennially. The Treasurer shall be responsible for annual IRS filing as a non-profit organization.

Section 7. The proposed budget shall be presented and voted on at the May meeting.

Section 8. All outstanding bills shall be presented before the beginning of the fiscal year and before the books close for the current year.

Section 9. The Parliamentarian shall be the custodian of our governing documents and shall ensure that our meetings follow Robert's Rules of Order Revised

Section 10. The District and Council Representative shall attend District 9 and Garden Club Council of Orange County meetings and report back to the Club.

#### Article IV – Government

Section 1. The Board of Directors shall consist of the Officers and the Committee Chairs, as listed in the Yearbook. The President may invite special committee members or visiting experts to sit with the Board when she/he considers it necessary.

Section 2. The Board of Directors shall transact all business of the Club and make recommendations concerning the policies and funds of the club. All expenditures over \$400 shall be voted on by the membership.

Section 3. The Board of Directors shall constitute a quorum.

Section 4. The Executive Committee shall consist of the Officers. The Executive Committee shall be empowered to act for the Board of Directors on all matters properly within the jurisdiction of the Board which the President determines cannot be held over until the next Board meeting.

#### Article V – Parliamentary Authority

The Club's parliamentary procedure shall abide by Robert's Rules of Order Revised.

#### Article VI – Amendments

These Bylaws may be amended by a two-thirds vote of the members present at any regular meeting provided notice of the amendment has been submitted to Club members at least thirty days prior to the meeting.

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#### Article VII – Dissolution

If for any reason it becomes impossible to maintain and/or operate the Chapel Hill Garden Club and it becomes necessary to dissolve the organization by due process of law, all remaining assets will revert to the North Carolina Botanical Garden of the University of North

Carolina, an organization devoted to furthering science and education in North Carolina. In the event of dissolution, the Board of Directors of the Chapel Hill Garden Club will continue to function until the assets have been distributed to the North Carolina Botanical Garden.