

# **Auburn Garden Club By-Laws**

## **Revised September, 2008**

### **Article I – Name of Club**

The name of this club shall be “Auburn Garden Club.”

### **Article II – Objectives**

The objectives of this Club shall be to support and stimulate the knowledge of horticulture, flower arranging, native trees, flowers, shrubs, birds, and also to contribute to the beauty of home and community.

Auburn Garden Club is organized exclusively for charitable, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to, its members, trustees, officers or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501 (c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

### **Article III – Member Qualifications and Dissolution Clause**

A Member pays dues annually, attends meetings regularly, and is to assist on committees and to serve as Hospitality Host on request.

A member shall be exempt from paying dues when he/she reaches the age of 90 or has been a member in good standing for 50 years, whichever comes first.

It is the intent of this Club that in the event of dissolution of this organization, all funds and property, real or otherwise, left in the treasury after all bills have been paid, shall be forwarded to the general Fund of the California Garden clubs, Inc., of which the Auburn Garden Club of Placer County is a member, provided the California Garden Clubs, Inc., is at that time qualified under Section 501(c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of Placer County, exclusively for such purposes or to such organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

## **Article IV – Officers**

The officers of the Club shall be: President, Vice-President, Secretary, and Treasurer.

## **Article V – Nomination and Election**

The nominating Committee is appointed by the President at the January Board Meeting. This committee announces the proposed slate of new officers at the March meeting. Election will take place at the April meeting. Official installation will be held at the June meeting.

## **Article VI Meetings**

The regular meetings of the Club shall be once a month, except July, August and December.

## **Article VI Terms of Officers**

Officers elected at the April meeting shall take their respective offices at the June meeting and serve for one year. Each retiring officer shall present all Club records pertaining to that office to the new officer.

## **Article VII Duties of Officers**

**Section 1** The President shall preside at all regular club meetings and all Executive Board meetings, shall be advisor in all units of Club activities and shall appoint the Parliamentarian, Publicity Chair, Historian and all other chairs needed for the functioning of the club. The President is an ex-officio member of all committees except the nominating committee.

**Section 2** The Vice President shall be fully authorized to act in the President's absence, and also shall serve as the program chair of the Club.

**Section 3** The Secretary shall keep a permanent record of all meetings of the Club, also the Executive Board Meetings, and shall write all correspondence, invitational or otherwise, as directed by the President. The Secretary shall prepare a duplicate copy of the minutes of all regular and Executive Board meetings to present to the President before the next regular Club meeting convenes.

**Section 5** The Treasurer shall be custodian of all moneys, pay all bills by approval of the Executive Board, shall collect all membership dues, and write receipts for all dues paid. The Treasurer shall pay all per-capita dues ( See Art. XIV sec. .2): forward subscriptions to Golden Gardens (C. G. C. I. Publication); and send to District Headquarters for requested number of "Visions of Beauty", the National Award Flower Arrangement Calendar.

The membership chair, under the direction and supervision of the treasurer, can collect and deposit all membership dues. The membership chair will provide documentation of all such transactions to the treasurer.

The books of the Treasurer shall be audited on or before the September regular meeting by a committee of three(3) including the Treasurer and two (2) Members appointed by the Executive Board at the summer board meeting.

## **Article IX Executive Board**

**Section 1** The Executive Board is composed of all elected officers, and Past Presidents.

**Section 2** Five (5) Board Members shall constitute a quorum.

## **Article X Amending the By-Laws**

Any amendments to the By-Laws of the Club shall first be presented to the Executive Board, and, on approval, published in the newsletter and discussed at the next general meeting, and then voted on at the following general meeting. By-Laws amendments will pass by a simple majority of members present at the general meeting where voting takes place.

## **Article XI Official Club Year**

The fiscal year of this club shall be from July 1 to June 30. The club year is from the 4<sup>th</sup> Monday of September to the 4<sup>th</sup> Monday of June.

## **Article XII Educational Sections**

Educational Sections of the Club may be: Bird Study, Flower Arranging, Garden Therapy, Horticulture, Junior Gardeners, and Propagation.

## **Article XIII Standing Committees**

The president appoints all chairs of Standing committees, which may be: Awards, Cheer and Inspiration, Civic Beautification, Historian, Horticulture, Hospitality, Legislation, Membership, Newsletter, Parliamentarian, Plant Sale, Public Relations, Publicity, Ways and Means, Scholarship/Grants, Sunshine, and Trip Coordinator.

## **Article XIV Dues and Financing**

**Section 1** The amount of annual dues is set by a vote of the Membership. Annual dues are payable in March, or at application of Membership. The amount for dues must meet the approval of the Executive Board, be published in the newsletter and pass by a majority Membership vote at the next general meeting.

**Section 2** The Club Treasurer sends per capita fees to the Golden Foothills District, the California Garden Clubs Inc., and the National Garden Clubs, Inc. and pays per capita premiums for Club liability insurance, and for the Golden Gardens magazine subscription. The Auburn Garden Club retains the balance of each member's dues.

**Section 3** The Club Treasurer shall prepare an annual budget to be approved by the Executive Board. Any expenditure over \$100.00 not listed in the budget must be approved by the Executive Board.

**Section 4** New Membership dues may be accepted and registered with the State Financial Secretary before November 1, the State deadline.

**Section 5** Members who wish their names in the annual Club Yearbook must pay their dues before July 15.

**Section 6** New Member applications may be accepted after November 1, but will not be registered with the State until the next year's total Membership is sent in.

**Section 7** The President and Vice-President and as many additional delegates as the Club is entitled to send, may be official delegates to the State Annual Convention of California Garden Clubs, Inc. Monetary support may be allotted as the budget allows.

**Article XV Parliamentary Authority**

The current edition of "Robert's Rules of Order" newly revised, shall be the authority on all questions of parliamentary law, unless in conflict with the laws of the State of California.