

REVISED 2024 ORCAS ISLAND GARDEN CLUB BYLAWS

ARTICLE I. NAME This organization shall be known as the Orcas Island Garden Club.

ARTICLE II. PURPOSE The purpose of the Orcas Island Garden Club shall be to stimulate knowledge and love of gardening, to cooperate in the protection and conservation of nature, and to assist in the beautification of the community.

ARTICLE III. MEMBERSHIP

Section 1. General Membership. Membership shall be open to any person interested in gardening. Membership in the garden club is an annual process beginning in September.

ARTICLE IV. BOARD MEETINGS

Section 1. Unless otherwise announced, regular board meetings of the Garden Club shall be held on the 3rd Monday, September through May, except November and December, when the meetings will be held on the second Monday. No meetings will be held in July & August.

Section 2. Special meetings of the board may be called by the President. The purpose of the meeting shall be stated in the call and no other business shall be addressed.

Section 3. The board of directors may permit any or all directors to participate in a regular or special meeting by, or conduct the meeting through the use of, any means of communication by which all directors participating may simultaneously hear each other during this meeting. A director participating in a meeting by this means shall be deemed to be present in person at the meeting.

ARTICLE V. EXECUTIVE BOARD

Section 1. The Executive Board shall consist of the President, Secretary, and Treasurer.

ARTICLE VI. OFFICERS

Section 1. The officers shall be the Executive Board, Program Committee Chair, Membership Committee Chair, Garden Tour Chair, and Communications Chair. More than one person may co-chair a committee.

Section 2. Each officer shall be elected for a term of one year. The current board president will meet with each board member to determine their decision on whether they wish to remain on the board. Should any officer be unable to complete a full term of office, the Executive Board shall appoint an interim person to fill the vacancy.

Section 3. Open board positions will be communicated to all members in February and nominations will be accepted through March. The board will make selections and will present the new officers to the membership at the May meeting. The board will designate one of the board members to be President Elect. The newly elected officers shall be installed at the June picnic and shall assume their duties after the installation.

ARTICLE VII. DUTIES OF THE OFFICERS

Section 1. President. The President shall preside at all meetings of the Garden Club. In the absence of the President, a member of the Board shall preside at meetings of the general membership and Executive Board. The President shall be a member of the Program Committee.

Section 2. Program Chair: The Program Committee Chair shall be responsible for contacting speakers and/or creating programs for regular meetings of the club.

Section 3. Membership Chair: The Membership Chair shall be responsible for recruiting new members, soliciting membership dues, developing and maintaining a current membership database.

Section 4. Garden Tour Chair: The Garden Tour Chair shall be responsible for planning and implementing the Garden Tour.

Section 5. Treasurer: The Treasurer shall keep an account of the funds and a record of all transactions. Financial reports shall be presented at meetings of the Board as directed by the President.

Section 6. Secretary: The Secretary shall keep minutes of all meetings of the Executive Board. The Secretary shall be the custodian of all papers and records pertaining to that office.

Section 7. Communications Chair: the Communications Chair shall be responsible for preparing notices and press releases informing the community about Garden Club programs and activities.

ARTICLE VIII. THE COMMITTEES

Section 1. Standing Committees are constituted to perform continuing functions and they remain in existence until they are abolished by the Executive Board. The Standing Committees are Program, Membership, Garden Tour, and Audit.

Section 2. The Audit Committee shall be composed of the President, immediate past Treasurer and new Treasurer. The account books shall be audited at the end of the Treasurer's term.

Section 3. Special Committees and Positions are constituted to perform continuing functions. However, their chairs are appointed by the President or designee. Chairs of Special Committees and Positions are welcome but not required to attend Executive Board meetings. Like Standing Committees, Special Committees and Positions shall remain in existence until they are abolished by the Executive Board.

Section 4. Ad-hoc Committees: An ad-hoc committee is a committee appointed as the need arises to carry out a specific task. At the completion of the task and after presentation of a final report, the committee shall automatically cease to exist.

ARTICLE IX. AMENDMENT OF THE BYLAWS. The bylaws may be amended, altered, or repealed by the Board of Directors by a majority of a quorum vote at any regular or special meeting. The text of the proposed change shall be distributed to all board members at least ten (10) days before the meeting.

ARTICLE XIII: RECALL OF OFFICERS: The recall of an officer other than the president may be achieved by a simple majority vote of the Board. In the case of the President, a recall may be achieved by a majority vote of the Board to call a special meeting of the membership for the purpose of recall. The meeting will be chaired by the Program Committee Chair. A majority vote of those present shall constitute a recall of the President.

THIS DRAFT was approved by the OIGC Board on February 19, 2024.

BYLAWS COMMITTEE MEMBERS: Laura Walker, Kate Yturri, Tony Suruda, and Vala Ross.