

Windsor Garden Club – Constitution and By-Laws

ARTICLE I **Name**

This Association (Club) shall be called *The Windsor Garden Club*

ARTICLE II **Purpose**

The purpose of this Club will be to promote an interest in gardening, wild plant life, trees, civic beautification, environmental issues, and to carry on such activities as may be necessary or desirable to affect these purposes.

ARTICLE III **Membership**

Membership shall be open to those who take an interest in the objectives of the Club. Membership categories shall include the following:

- A. **Active Member:** A member involved in the mission of the Club and willing to participate in and support the activities of the Club. An Active Member is required to attend a minimum of four (4) meetings during the year and must hold an office and/or be a member of a Standing Committee.
- B. **Honorary Member:** A member who has made a meaningful contribution to the development and enhancement of the Club. An Honorary Member is nominated by a current member and voted upon by a majority of the Executive Board. An Honorary Member retains voting rights in all Club matters. While an Honorary Member is not charged and Club dues, he or she is asked to contribute to the cost of any special banquets, dinners or workshops attended. Members must be active in the Club for a minimum of ten (10) years to qualify.
- C. **Associate Member:** A member who has been active in the Club for a minimum of five (5) years or is temporarily unable to perform the requirements of active membership. An Associate Member does not have voting rights, pays adjusted Club dues, and is asked to contribute to the cost of any special banquets, dinners or workshops attended.

ARTICLE IV **Officers**

- A. The officers of the Club shall consist of a:
 - President
 - Vice-President
 - Corresponding Secretary
 - Recording Secretary
 - Treasurer

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- B. All officers shall be elected at the Club's annual meeting.
- C. The terms of the officers shall be one year.
- D. The duties of the officers shall be those regularly assigned to such officers.
- E. The elected officers will constitute the Club's Executive Board.

ARTICLE V **Executive Board**

- A. There shall be an Executive Board which shall consist of the current officers and the three (3) most recent past Presidents.

ARTICLE VI **Committees**

- A. Standing Committees shall consist of: Civic Endeavors, Garden Tour, Hospitality, Membership, Nominating, Programs, Publicity, Ways and Means, and Website. Chairpersons of these committees shall be appointed by the President.
- B. The chairperson of each committee shall preside over respective committee meetings as necessary, to fulfill requirements of each committee and to report about the committee at the monthly Club meeting.

ARTICLE VII **Meetings**

- A. The Club shall ordinarily conduct meetings on the second Monday of each month, February through December, with the exception of May, when the meeting will be held on the Monday occurring immediately before the annual Garden Mart. There will be no meeting during January. July and August meeting shall be deemed as optional.
- B. The annual meeting shall be conducted on the second Monday of April.
- C. The Officers elected at the Annual Meeting will assume their duties June 1st.

ARTICLE VIII **Bylaws and Constitution**

- A. The Club may adopt any Bylaws which do not conflict with the Constitution.
- B. The Constitution and Bylaws may be amended at any meeting of the Club by a two-thirds vote of the members present provided the proposed amendment(s) having been mailed to

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the membership prior to the meeting.

- C. The Bylaws may be altered or amended under the same conditions as the Constitution.

ARTICLE IX **Funds**

- A. Dues are payable by June 1st of each year. Any member in arrears as of July 1st shall be considered delinquent and may be removed from the Membership at the discretion of the Board.
- B. No profits shall proceed to any officer, director or member of the Windsor Garden Club.
- C. Any appropriation over \$100.00, with the exception of Program Committee expenses, must be voted upon at a monthly membership meeting, at which twenty (20) percent of the paid membership must be present.
- D. Any appropriation under \$100.00, with the exception of general operating expenses, must be approved at a general membership meeting of by the Executive Board.

ARTICLE X **Dissolution**

- A. In the event of dissolution, the net assets, after payment of debts, will proceed to an organization holding a valid tax exemption permit issued by the State Tax Commissioner, as determined by the membership. Such distribution must be restricted to organizations supporting and carrying out the purposes or guidelines outlined in Article II.

Revision Adoption Date	Description
08 Apr 2013	Article VII – Deletion of regular meeting during January