

BYLAWS FARMINGTON GARDEN CLUB

ARTICLE I: NAME

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

ARTICLE II: SEAL

The Farmington Garden Club was organized on May 1, 1964, and distinguishes itself with the:

Club Flower: Daisy

Club Colors: Yellow and White

ARTICLE III: PURPOSE

The Farmington Garden Club is a secular organization with no religious affiliations or interests. We acknowledge that our Club is a member of the Peninsula Council of Garden Clubs, Incorporated. The purpose of this Club is:

- To promote the love of gardening and flower arranging
- To encourage the beautification of our home grounds
- To protect wildflowers, trees and birds
- To encourage civic planting
- To grow strong neighborly relationships
- To foster strong community relations
- To cooperate with the Farmington Civic Association as appropriate in joint projects and activities

ARTICLE IV: MEMBERSHIP

Section 1 Qualifications for membership in this club shall include residency in Farmington and membership in the Farmington Civic Association.

Section 2 Members shall have an active interest in gardening, horticulture, and flower arranging.

Section 3 Membership shall consist of two categories: Active and Honorary.

A. **Active** membership includes residents of Farmington who are financial members of the Garden Club and of the Farmington Civic Association.

B. **Honorary** membership shall be awarded to members who are no longer able to remain active or are 90 years of age. This membership may be conferred by a simple majority of members present at a regular meeting.

ARTICLE VI: DUES

Section 1 The fiscal year shall extend from June 1st to May 31st.

Section 2 Annual dues of Active members shall be thirty-five dollars (\$35.00) and payable by 31 May of each year. Honorary members will be exempt from paying dues.

ARTICLE VII: LEADERSHIP TEAM

- Section 1 The Leadership Team shall consist of President, Vice President, Secretary and Treasurer. The immediate past President shall be an ex officio member of the Leadership Team.
- Section 2 The Leadership Team shall be empowered to act on behalf of the club between general membership meetings.
- Section 3 The Leadership Team shall fill vacancies for the unexpired term at the next regular meeting. Any person filling a vacancy may be eligible for election to a full term.

ARTICLE VIII: DUTIES OF LEADERSHIP TEAM

- Section 1 The President presides at all meetings, appoints all committees and appoints the Parliamentarian. The President and/or two appointees to the Peninsula Council shall represent the Club at all Peninsula Council meetings.
- Section 2 The Vice President shall preside in the absence of the President. The succeeding order will be Treasurer, then Secretary.
- Section 3 The Secretary shall keep the minutes of all meetings and shall keep a list of Club members, record attendance, and update the Yearbook as appropriate.
- Section 4 The Treasurer shall collect all dues, report receipts and disbursements to the Club each month, and pay all bills with approval of the President.
- Section 5 The appointed Parliamentarian shall advise on parliamentary procedures.

ARTICLE IX: NOMINATIONS AND ELECTIONS

- Section 1 A Nominating Committee shall consist of three (3) members: one (1) from the Leadership board and two (2) volunteers from the membership.
- Section 2 In January of the election year, the Nominating Committee shall solicit and obtain recommendations for officer candidates from the membership.
- Section 3 All officer candidates must be financially current and an active member. Active membership shall be defined as having attended at least half of the general membership meetings or participated in other activities such as clean-up, decoration projects or yard of the month committee.
- Section 4 The Nominating Committee shall give a preliminary report of the slate of officers at the March meeting. Nominations may also be made from the floor during the March meeting. The election shall be held in April by confidential ballot. This ballot may be submitted via absentee ballot. Absentee ballots must be received either by mail or

electronically before the April meeting per the directions at the time of elections. A simple majority vote of all ballots received shall constitute election of the officers.

Section 5 Members of the nominating committee shall not run for office.

Section 6 The elected officers shall be installed at the meeting in May and shall serve a term of two years.

Section 7 Each Officer shall deliver to their successor all material pertinent to their office by the May meeting.

ARTICLE X: COMMITTEES

Section 1 The following standing committees will be established by the Leadership Team duties are defined in Article XI):

- A. Beautification
- B. Yard of the Month
- C. Membership
- D. Hospitality
- E. Publicity

Section 2 Members for the standing committees will be encouraged to serve for two (2) years. Committees will be self-governing and report to the Leadership team and membership via monthly reports.

Section 3 Special committees shall be appointed at the discretion of the Leadership Team. These committees serve only until their work is completed.

ARTICLE XI: DUTIES OF STANDING COMMITTEES

Section 1 The Beautification Committee Chair shall propose, plan, and assist in beautification projects for the Farmington community.

Section 2 The Yard of the Month Committee shall plan and implement all activities regarding yard nominations, evaluations and award presentations to winners.

Section 3 The Membership Committee shall oversee all membership-related activities: recruitment, orientation, and introduction to the Club.

Section 4 The Hospitality Committee shall extend courtesies to members who have death or illness in their families. Flowers or family-designated charitable contributions shall be sent upon the death of a member, spouse, or member of the immediate family who resides in the member's household. The contribution shall not exceed one hundred dollars (\$100.00). Members who are in the hospital shall receive a bud vase or its equivalent. Hospitalized family members who reside in the member's household shall receive a card. Cards will also be sent to members who are ill at home and to members celebrating birthdays. Members celebrating special events and/or personal achievements will receive recognition during monthly meetings. Anyone who has a

procedure, hospitalization, illness, or death in the family should notify a member of the Hospitality Committee.

Section 5 The Publicity Committee be responsible for publicizing the activities of the Club, submitting articles to the Farmington Civic Association Newsletter and posting all publicity articles in the Club History Scrapbook.

ARTICLE XII: MEETINGS

Section 1 Nine (9) regular meetings or events shall be held September through May on the third (3rd) Tuesday of each month. A quorum of at least eight (8) members must be present to conduct a meeting. A simple majority of that quorum is needed to approve any motions.

Section 2 The Leadership Team shall solicit ideas for meeting presentations and club activities from the membership. The membership will vote, following the quorum rules in Article XII Section 1, on the suggested presentation/activity during a general membership meeting. The member suggesting the approved idea shall be responsible to all arrangements for that presentation/activity.

Section 3 Leadership Team meetings shall be held before each general membership meeting.

Section 4 The format of the meetings shall be:
Call to Order
Guest Speaker/Activity
Approval of Minutes from Previous Meeting
Treasurer's Report
Committee Reports
Special Activity Reports
Old Business
New Business
Announcements/Comments
Adjourn

ARTICLE XIII: AMENDMENTS TO BYLAWS

Section 1 A committee will be formed by the Leadership at least biennially to review and propose updates these bylaws.

Section 2 Presentation of proposed bylaws to membership:
a. At least 30 days before being presented at a regular meeting for discussion
b. At a regular meeting at least 30 days before voting on the proposed bylaws
c. Updated version of proposed bylaws will accompany the minutes of the meeting
d. At the regular meeting during which a vote will be taken to adopt the proposed bylaws

Section 3 A simple majority of those members present will constitute acceptance of the bylaws.

**SUMMARY OF CHANGES TO
FARMINGTON GARDEN CLUB
BYLAWS**

Specific rationales for changes are below but the main impetus was based on changing lifestyles, availability of the members and the required commitment timelines in the previous bylaws. The Garden Club has an older generation with health and family issues and a more working age membership with work, family commitments. Therefore, more flexibility was built in to allow for a Leadership Team concept or more structured President, Vice President, board type of leadership.

| Original Document Date | New Document Date | Change | Rationale |
|-------------------------------|--------------------------|--|---|
| Apr 2017 | 21 Mar 2023 | Change to Leadership team concept vs numerous Vice Presidents | The COVID 19 pandemic led to changes in lifestyles and availability. By having a more robust leadership team concept, few people were needed and duties could be managed based on availability. The Peninsula Garden Club complimented us on this concept. |
| Apr 2017 | 21 Mar 2023 | Reduce number of standing committees and now had volunteers leading the committees vs mandatory jobs for VP. | Garden Club was having trouble finding people willing to commit to two years of heading committees and fulfilling VP roles. This provided more flexibility with hopes of getting commitments for shorter periods of time |
| Apr 2017 | 21 Mar 2023 | Added topic specific committees | Due to commitment issues, a proviso for topic specific committees was added. It would no longer be the responsibility of Hospitality Committee to constantly provide refreshments, find guest speakers or plan activities. A committee of interested members would host a specific activity only. Again, to boost involvement and lower commitment. |
| Apr 2017 | 21 Mar 2023 | Election process. Lowered number of people on the | It had always been difficult to have enough people for the |

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| | | nomination committee, nomination committee members weren't not allowed to be nominated for office and all nominees needed to be a fully paid and active member. | committee, especially when not allowed to be nominated. Lowering the number allowed more flexibility for this topic specific committee. |
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