

# **CONSTITUTION AND BY-LAWS OF THE ROCKY MOUNTAIN BONSAI SOCIETY**

## **CONSTITUTION**

### **ARTICLE I. NAME AND ORGANIZATION**

Section 1. The name of this club shall be the Rocky Mountain Bonsai Society.

Section 2. This Club shall be a non-profit organization.

### **ARTICLE II. PURPOSES**

Section 1. To create interest, educate and inspire participation by both advanced and beginning growers of Bonsai and to increase enjoyment of Bonsai.

Section 2. To advance appreciation of Bonsai through Club participation in exhibits, workshops and shows.

Section 3. To supply and co-ordinate information on Bonsai, including methods, sources of supplies, and experiments.

Section 4. To communicate with other Bonsai Clubs to acquaint each with the activities of others, new developments of interest and to share Bonsai opportunities and learning experiences.

## **BY-LAWS**

### **ARTICLE I. MEMBERSHIP**

Section 1. Membership shall be limited to those who express a sincere interest in Bonsai and the purposes of the Rocky Mountain Bonsai Society.

Section 2. Upon recommendation of the Executive Board and approval by a two-thirds majority of the membership, individuals are elected to Honorary Membership in the Rocky Mountain Bonsai Society. The conditions of Honorary Member shall be specified at the time of election.

### **ARTICLE II. DUES**

Section 1. Annual dues shall be set by a majority vote of those members present or by a 2/3 majority vote of the board. Changes in dues must be submitted to the membership at a meeting prior to the vote by the membership. Annual dues shall be payable in July of each year. Dues for new members joining the Club after July shall be reduced by 1/12 of the regular annual amount for each month they joined after July.

### **ARTICLE III. MEETINGS**

Section 1. The Club will meet at least once a month unless otherwise recommended by the President and approved by the board. Special meetings may be called by the Executive Board. Notification of special meetings will be made by email or phone, if needed.

Section 2. Quorum will be constituted by one-fifth of the total membership for transaction of business at any regular meeting. Five members of the Executive Board constitute a quorum for transaction of business at any meeting of the board.

Section 3. Each member shall be allowed one vote, the President only voting in case of a tie at regular meetings.

Section 4. Order of Business, this Club shall be governed by the rules of parliamentary procedure for example Robert's Rules of Order. Order of business can be dispensed with in accordance to programs.

#### **ARTICLE IV. EXECUTIVE BOARD**

Section 1. All affairs, business, government, and general management of the Club shall be vested in the Executive Board, comprised of: President, Vice president, Secretary, Treasurer, immediate past President, Program Chairman, Show Chairman, and Members-at-Large.

Section 2. The Executive Board shall be elected in the fall of each year. The Nominating Committee shall present the slate to Club members one meeting prior to the election. Nominations from the floor, with prior consent of the nominees will be accepted at the time of election. Officers shall be elected by a majority ballot and assume office at the first meeting of the new calendar year.

Section 3. In case of vacancy in the Presidency, the Vice-President shall become President. Any vacancies shall be appointed by the President with the consent of the Executive Board.

Section 4. Executive Board members shall not be paid for their service but shall be reimbursed for expenses incurred in the course of their duties and authorized by the Executive Board.

Section 5. Only individual members in good standing may serve on the Executive Board.

#### **ARTICLE V. OFFICERS**

Section 1. The President shall preside at all meetings of the membership and *a//* Executive Board meetings. The President shall be a member *ex-officio* of all committees except the Nominating Committee.

Section 2. The Vice President shall assist the President in all phases of the conduct of the Club business and in the absence of the President shall perform all the duties of President.

Section 3. The Secretary shall keep the minutes of all proceedings of the Club, supervise & direct the preparation and distribution of the club's newsletter, facilitate communication of club activities and events to the Club officers, committee chairpersons, appointees and general membership, and keep and make available copies of the Constitution and By-laws. The Secretary shall also keep the Club newsletter email distribution list current with members email addresses.

Section 4. The Treasurer shall keep an itemized account of all funds received and expended. The Treasurer shall render an account of receipts and disbursements upon request of the Executive Board. The Treasurer shall receive and deposit the funds of the Club in an account in the name of the Club. The Treasurer shall provide Profit and Loss statement and a balance sheet of the finances at each board meeting. The Treasurer shall provide dues payment updates to the membership list on a periodic basis.

Section 5. The Program Chairman shall share the responsibility for Program planning with the Executive Committee.

Section 6. The Show Chairman shall share the responsibility for planning and conducting the annual Bonsai Show with the Executive Committee.

Section 7. The President may appoint members at large at the time of Board elections or during their term of office. The Members-at-Large shall meet with the Executive Committee as voting members in the conduct of Club affairs.

#### **ARTICLE VI. COMMITTEES**

Section 1. The President shall appoint three (3) Club members to serve as a Nominating Committee no later than September of each year. The Nominating Committee shall prepare a slate of candidates for Club offices for the coming year.

Section 2. The President shall appoint a committee to audit the books annually.

Section 3. The President shall appoint any committees and individuals as necessary during his term of office in order to fulfill the Club's stated Purposes in the Constitution.

Section 4. Unless otherwise approved by the Executive Board, the terms of the committees shall be coincidental with the term of the appointing president.

#### **ARTICLE VII. FISCAL YEAR**

Section 1. The fiscal year of the Rocky Mountain. Bonsai society shall be from July 1<sup>st</sup> of each year to June 30<sup>th</sup> of the following year, beginning July 1, 1995.

#### **ARTICLES VIII. AMENDMENTS**

Section 1. These By-Laws may be amended at any regular meeting or special meeting by a two-thirds majority vote of those present and voting. Such proposed amendments must be presented to the membership at a meeting prior to the voting by the membership on the proposed amendment.

#### REVISION HISTORY:

Updated and Approved by the members March 2022.

Updated and Approved by the members on 01/18/2013

Last Revision(s): 01/08/2013