

THE TUCSON AFRICAN VIOLET SOCIETY

BYLAWS

2010 – 2011

Article I. NAME

1. The name of this organization shall be The Tucson African Violet Society, herein referred to as the "Society."

Article II. PURPOSE

1. The purpose of the Society is to establish an organization of persons interested in growing African violets as follows:
 - a) Stimulate a widespread interest in propagating African violets in the desert climate.
 - b) Promote ways and means for distribution of African violets among the membership.
 - c) Provide lectures and demonstrations to further the education of the membership as well as the public.

Article III. MEMBERSHIP

1. Membership in the Society shall be open to persons interested in growing and showing African violets.

Article IV. EXECUTIVE BOARD'S DUTIES

1. The Executive Board, consisting of the President, the section Vice Presidents, the section Secretaries, and the Treasurer, shall govern and direct the Society and its properties.
2. The Executive Board shall have the following responsibilities:
 - a) Negotiate and award contract(s) for plants to be sold at the annual show, project plants, school plants, and any other groups of plants purchased with Society money by a quorum of four.
 - b) Appoint other Positions as needed to further the interests of the club.
 - c) Make decisions not otherwise directed by the bylaws or Robert's Rules of Order.

Article V. OFFICERS' DUTIES

1. The **President** shall preside at the meetings of the Society (section meetings, as he/she desires), perform such duties as regularly pertain to the office, and be an ex-officio member of all committees except the Nominating Committee. The President shall appoint all committee chairpersons as necessary.
2. The section **Vice Presidents** shall, at the discretion of the President, chair meetings and shall assist the other Vice Presidents with preparation of programs and membership notebooks. They shall distribute membership notebooks to new members who join their respective section after September and maintain a record of those who received them. They shall also serve as New Members Coordinators.

3. The section **Secretaries** shall have the following duties and responsibilities:
Record the proceedings of the regular meetings. Be responsible for all correspondence pertaining to their respective meetings. Send copies of the minutes to the Executive Board. Preside at meetings in the absence of the President and the Vice Presidents.
4. The **Treasurer** shall have the following duties and responsibilities:
Receive and disburse all funds, including the collection of dues and initiation fees. Prepare forms regarding city and state taxes, insurance, and any other financial matters and maintain appropriate records of them. May make expenditures not exceeding fifty dollars (\$50.00) without prior approval by a majority vote of the Society membership present at the meeting or at the decision of the Executive Board at which the request for expenditures is presented. Provide a monthly report that is available to members. File a nonprofit organization tax report. Submit records for auditing by a person with accountant experience who is not related to the Treasurer. Have the books audited within a month after every public sale. Have an annual audit report within a month after the end of the fiscal year. Is authorized, along with the President, to sign checks and withdraw funds from the checking account. Will collect reports of what supplies were sold after every public sale from the Supply Coordinator. An annual inventory of all supplies will be done within a month after the end of the fiscal year. An audit must be done prior to a new treasurer assuming their duties.

Article VI. MEETINGS

1. Each section, at a suitable meeting time and place, shall hold meetings monthly. Joint meetings shall be held in December and May, or as needed for special programs.

Article VII. AMENDMENTS

1. The bylaws of this Society may be amended at any regular meeting by a majority vote of those present and voting, provided the amendment has been presented in writing to the membership at least one (1) month prior to the meeting.

Article VIII. DISSOLUTION

1. If the Society should be dissolved, any funds on hand shall be donated to Boyce Edens Research Fund. The library shall be donated to the Tucson Botanical Gardens or an organization interested in African violets, to be chosen by the Executive Board.

Article IX. ELECTIONS

1. A Nominating Committee of two representatives from each section and a member of a previous year's Nominating Committee shall be appointed at the January meetings by the President. The previous member of the committee shall serve as the Chairperson. No current Executive Board member shall serve on the committee.
2. The Nominating Committee shall submit a list of candidates for each office at the March meetings. Additional nominations may be made from the floor at that time. No member may be nominated for more than one office. When there are two or more candidates for an office, written ballots shall be required. Ballots shall be sealed and counted by the Nominating Committee after all sections have voted at the April meetings. No proxy votes shall be allowed. The Nominating Committee shall notify the President and the new officers of the election results prior to the May meeting.

3. Officers shall be elected for a term of two (2) years, and cannot serve more than two (2) consecutive terms in the same office.
4. The outgoing President at the May combined meeting shall install new officers. At that time, the incoming President shall be presented with a pin.
5. In case an officer cannot fulfill his or her term of office, the Executive Board shall appoint a member to fill the position until the next election when a permanent replacement can be elected. In case the President cannot fulfill his or her term of office another President will be elected.

Article X. GENERAL

1. Robert's Rules of Order shall govern all meetings in matters not covered by these bylaws.
2. In matters not addressed by the bylaws and or Robert's Rules of Order (Revised) the Executive Board will make decisions.
3. A majority of the membership in attendance shall constitute a quorum for regular Society business. A hand count is required for each motion voted. The votes should be counted by two people and recorded by the Secretary at each meeting. In the event that a member attends other section meetings during a month, that member may not vote more than once on the same item. In case of a tie vote, the presiding officer shall cast the deciding vote.
4. The Executive Board shall determine an appropriate gift, not to exceed twenty-five dollars (\$25.00), for guest speakers.
5. The Society shall in no way be responsible for the personal actions or opinion of any single member.
6. Members who sell plants or other items at meetings shall contribute ten percent (10%) of the proceeds to the Society.

Article XI. JUDGES SCHOOL/ NATIONAL CONVENTION

1. The Society shall pay the entry fee to judges' school at a convention, depending on Society finances that year.
2. Any TAVS members attending the national convention shall share in the total budgeted amount, with each share not exceeding the amount of the registration fee. TAVS members whose convention fees are paid for by the Society shall be responsible for presenting a program to the Society at one of the potlucks about the convention. Payment of any fees to the member(s) for attending the national convention shall depend on the Society finances that year.

Article XII. DISCIPLINARY ACTIONS

1. See Roberts Rules of Order for Officers and General Membership.

RULES AND POLICIES

A. Membership

1. The initiation fee for new members shall be five dollars (\$5.00). The annual dues shall be established by the board and voted on by the membership. The annual dues shall be payable in April for the ensuing year. New members joining after January 1st, but before the spring show shall pay an initiation fee of five dollars (\$5.00) for current year. New members who join after the spring show shall pay the initiation fee plus the dues that will apply for the following year.
2. Members whose dues are delinquent after the May meeting, shall be sent a notice by the Treasurer advising them of this delinquency. If the Treasurer does not receive these dues by July 1st membership shall be terminated. A delinquency fee of five dollars (\$5.00) shall be charged to reinstate membership in the Society.
3. Honorary membership may be conferred by a majority vote of the members. An honorary member of the Society is one who has been a long-standing member and has made substantial contributions to the Society. Honorary members are not required to pay dues, shall not have voting privileges, and do not receive project plant(s).
4. Members may elect to become inactive if they are unable to attend meetings on a regular basis. Inactive members continue to pay dues and maintain voting privileges.
5. Members who live at the same address will pay one half annual membership dues for an associate membership. Associate members have voting privileges. However they do not receive project plant(s).
6. For detailed guidelines of each officer's duties see your membership notebook.

B. Annual African Violet Show

1. The Assistant Show Chairperson will serve as the Show Chair the following year starting in April. They will use the Show Chair notebook as guidelines. If the Assistant Show Chairperson cannot serve as Show Chair, then the President will appoint a Show Chair at the April meeting.
2. The same person may not serve as President and Show Chair at the same time except under the circumstances outlined in the Rules & Policies below.
3. In the absence of the Show Chairperson the Assistant Show Chairperson will assume the Show Chair duties. In the absence of both Show Chairperson and Assistant Show Chairperson the President shall function in that capacity or appoint another member(s) as Show Chair and Assistant Show Chair.
4. Members may put their show plants for sale after the judges have finished judging and paperwork is completed. Sale's slips will be provided by Society. The show plant(s) cannot be removed until 5:00 p.m. Sunday after the show has concluded. The grower shall contribute ten percent (10%) of the proceeds to the Society. The grower(s) should give their 10% along with sales slip to the Treasurer, and the sale is not to be run through the cash register.
5. All bills covering show expenses must be presented to the Treasurer for payment no later than ten (10) working days after the show, or the member will not be reimbursed.
6. Only TAVS members who attend three (3) meetings may receive rosettes or special awards.
7. Thank-you plant(s) or leaves may be given to each TAVS member who works at the fall and spring shows at least four (4) hours. Dollar amount will depend on Society's finances that year.