

UTICA GARDEN CLUB BYLAWS

- I. **NAME** – This club is called the “Utica Garden Club.”
- II. **OBJECTIVE** – The purpose of the club is to teach, learn from each other, experience new trends in gardening and related hobbies, to explore old and new techniques, and to have fun.
- III. **MEMBERSHIP** – Membership is open to men and women in Utica and the surrounding communities who have varying degrees of skill and interest in gardening, garden-related hobbies, yard work, or flower gardening.
- IV. **OFFICERS & DUTIES** – The officers and their duties will be:
 - President** – The President will preside at all meetings of the club, appoint all committees, and perform such other duties as are usually exercised by a President.
 - Vice President** – The Vice President will perform the duties of the President during the absence of the President, and be head of the Program Committee.
 - Treasurer** – The Treasurer will invoice and collect membership dues, hold and distribute funds, and provide financial reports to the club.
 - Secretary** – The Secretary will keep a record of all meetings, respond to all correspondence, and assist with publicity and mailings.
- V. **COMMITTEES** – Standing committees will be:
 - Program Committee** – Programs will be planned six months in advance and will consist of programs, field trips, and learning opportunities.
 - Publicity Committee** – The Publicity Committee will submit meeting notices to the newspaper and assist with publicity for any special Garden Club activities, including the Garden Walk.
 - Projects/Civic Committee** – Projects may include: community plantings, town planters.
 - Nominating Committee** – The Nominating Committee will be appointed by the President in July.
 - Garden Walk Committee** – The Utica Garden Walk will be held annually in June for gardens in the Utica area.
 - Other Committees as Needed
- VI. **ELECTIONS** – The officers will be elected by a simple majority, serve for two years, and may succeed themselves. They will be elected at the annual meeting in September and begin their term in the following calendar year. Any vacancy may be filled by appointment of the President. A Nominating Committee will be appointed by the President in July with elections taking place in September.
- VII. **QUORUM** – A majority of members will constitute a quorum with the President breaking any tie votes.
- VIII. **MEETINGS** – Meetings will be held the third Thursday of each month, except January and August, at 7:00 p.m. unless otherwise stated. The Program Committee will determine the locations when setting the program schedule.
- IX. **DUES** – The annual dues will be \$10.00 per family which is payable at the February meeting of each year. Any nonmembers attending a paid program will be requested to pay a small meeting fee which will be determined in advance. If needed, a special assessment may be passed by a simple majority of members at any time.
- X. **CHANGES TO BY LAWS** – These bylaws may be amended at any meeting of the club by a two-thirds vote of the members present at that meeting if a quorum is present. A change or addition to the bylaws will be presented at one meeting and voted upon at the next meeting.