

# **Kewaunee County Garden Club**

## **By-laws**

Adopted June 25, 2002

Amended November 25, 2008

Amended March 26, 2019

### **Vision Statement**

Providing the environment with beauty, sustainability, and stewardship through horticulture.

### **Mission Statement**

It is the mission of the KCGC to support the horticultural efforts of the people and communities of the county with volunteer work, education, and example.

#### **Article I - Identity**

The name of the organization shall be: Kewaunee County Garden Club, hereafter referred to as KCGC. It is an unincorporated association operating as a tax-exempt non-profit organization. Its activities are of public benefit with annual revenues that do not exceed \$5,000.00.

#### **Article II – Affiliation**

The University of Wisconsin – Extension (Extension Kewaunee County) agriculture or horticulture educator serves as an advisor to the KCGC and provides university resources as needed. Alternately, the KCGC offers technical expertise to UW-Extension (Extension Kewaunee County).

#### **Article III – Membership**

Membership is open to all persons interested in horticulture without discrimination regardless of race, color, national origin, ancestry, gender, age, religion, marital status, medical condition or disability.

#### **Article IV – Dues**

A one-time donation of \$20.00/single or \$25.00/couple will be collected at the onset of membership.

#### **Article V – Meetings**

Regular meetings shall be held the 4<sup>th</sup> Tuesday of the month in various locations in the county. A Christmas party will be held in lieu of the December meeting at a venue within Kewaunee County. Meetings may be changed at the discretion of the KCGC President.

#### Article VI – Officers

President: Presides at monthly meetings of the KCGC and takes care of official business.

Vice President: Presides at meetings in the absence of the president. In the event he/she is unable to continue in office, the vice president will assume the office of president.

Secretary: Records minutes of KCGC meetings and provides copies of the same to all members. Distributes a copy of the by-laws to new members.

Treasurer: Collects monies due the KCGC. Pays out monies when authorized by vote of club members. Files a yearly 990N tax form. Presents financial report at all meetings. Opens books for audit by Audit Committee each October.

#### Article VII – Elections

1. To be nominated for office, a candidate must have been a member of good standing and active in the KCGC.
2. The officers shall be elected for a two-year term, but individuals may serve a second two-year term. The KCGC members may vote to extend the term at any given election. It is strongly encouraged that members in good standing take an office to encourage new ideas.

#### Article VIII – Committees

Audit Committee shall consist of three members, volunteers, or be appointed by the president. They shall audit the financial records of the KCGC in October and present its report to the club at the following regular meeting.

Ad Hoc Committee shall be formed when required by the president for projects, events, trips, and activities.

#### Article IX – Finances

A scholarship shall be granted to an individual or individuals based on their supplied application and qualifications. To qualify, an individual is encouraged to study the Environmental Sciences, horticulture, and other related fields.

Donations and Other Expenditures shall be determined by the KCGC membership.

Dissolution of the KCGC: Before any remaining monies can be dispersed, the KCGC members shall have a final vote indicating where monies should be distributed.

Article X

The By-laws may be altered, amended, or repealed at any time. All KCGC members must be given at least 30 day's notice in writing of any changes or amendments before a final vote is taken. Approval is by two-thirds majority at any regular meeting.

KCGC meetings shall be conducted according to Roberts Rules of Order.

By-laws Approved 26 Mar 19  
Date  
Roman M. Jones  
President  
Chey McQuade  
Vice President

**Attest:**

Sue Hupp  
Secretary