

(*Revised Nov. 2007*)

**Rules and Bylaws
of the
Montgomery County Master Gardeners Association**

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ARTICLE I NAME

The name of the Association shall be: Montgomery County Master Gardeners Association.

ARTICLE II PURPOSE

The purpose of the Association shall be to support and engage in the projects and activities which will foster horticulture related activities or any projects and activities which it may deem to be advisable to engage in and which will enhance the quality of life of the residents of Montgomery County, Tennessee, and all such projects and activities shall be in cooperation with the Extension Service, University of Tennessee.

ARTICLE III PROHIBITIVE

The Association shall not intervene in or participate in any campaign on behalf of any candidate for public office.

ARTICLE IV TERMS OF EXISTENCE OF THE ASSOCIATION

The Association shall have a perpetual existence, but may have the form of its organization changed in compliance with these Rules and Bylaws.

ARTICLE V MEMBERSHIP

The membership of the Association shall be open to all persons who have completed the required course of study pursuant to having the title of MASTER GARDENER conferred upon them by the EXTENSION SERVICE, UNIVERSITY OF TENNESSEE or any other state, and to holding a valid Master Gardener certificate, and upon paying a \$20.00 annual membership fee. The initial membership fee shall be paid by April 15 (or upon applying for membership) and then paid annually at the Association's regular January monthly meeting.

HONORARY MEMBERSHIPS shall be granted by the officers of the Association to all persons who have had a title of Honorary Master Gardener conferred upon them by the EXTENSION SERVICE, UNIVERSITY OF TENNESSEE. An Honorary Master Gardener member shall have all of the rights and privileges of a Master Gardener except they shall not have the right to vote in elections or business of the Association.

ARTICLE VI POWER OF THE ASSOCIATION

The Association shall have the following powers:

1. To collect, receive, hold, manage, invest and expend dues and donations consistent with the purpose of the Association.
2. To incorporate as a non-profit corporation.
3. To perform all other lawful power, deeds and acts consistent with the purposes of this Association.
4. To complete annual financial audit by two appointed members with treasurer and presented to the membership at the January meeting.

ARTICLE VII MANAGEMENT OF THE ASSOCIATION

The elected and appointed officers of the Association shall serve as the Executive Committee/Board and shall manage the business affairs of the Association. No officer or member of the association or any other person shall make or cause to be made any statement directly or indirectly reflecting or tending to reflect the position, views or opinion of the association unless such statement is in the form of a written resolution adopted at a regular meeting of the Association by a vote of a majority of those members present and voting. Nothing above shall restrict or prevent the officers or any member or other persons from announcing any meeting, projects, events or any activity which is consistent with the purpose of the Association.

ARTICLE VIII MEETINGS

1. Regular meetings of the Association shall be held monthly at such a place determined by the members of the Association. Association business shall be determined by the majority vote of all those members present and voting, with the exception of annual election of the Association's officers.
2. Annual elections of the Association's officers shall be held in the (November) January meeting of the Association each year. Only certified Montgomery County Master Gardeners, in good standing, may vote in the annual election of Association's officers and the elected Association officers will be determined by the individual receiving the majority of votes. Association officer must be certified Montgomery County Master Gardeners prior to election. Elected Association Officers shall be limited to two consecutive terms in office. **Those taking office shall serve for the following calendar year January – December.**
3. Robert's Rules of Order (revised) shall govern all meetings of the Association where business is conducted.

ARTICLE IX OFFICERS AND THEIR DUTIES

The Officers of the Association shall be as follows:

PRESIDENT: The president shall be the presiding officer at all meeting to include the Executive Committee meetings. The president shall appoint the chairperson and members of all standing committees created by a majority vote of the members present and voting, and shall appoint special committees as he or she sees fit or at the direction of a majority of the officers. The president with the approval of the executive board can appoint an interim person to assume responsibilities of an elected office, if the elected officer is unable to fulfill the associated duties within their office or until they are able to resume the full duties of the elected office.

FIRST VICE-PRESIDENT: The first vice-president shall assist the president as needed and shall perform the duties of the president in his or her absence and shall become president for the unexpired term of the president upon his or her death, in competency or resignation. His or her duties shall also include program director and shall be responsible for programs for the monthly meeting and extra curricular activities.

SECOND VICE-PRESIDENT: The second vice-president shall be responsible for overseeing projects and assisting the assisting the first vice-president.

SECRETARY: The secretary shall be responsible for taking the minutes of all meetings, sending announcements and notices of all meetings to the membership and any correspondence as directed by the Association.

TREASURER: The treasurer shall be responsible for the collection, receiving, holding, managing, investing and expending of monies of the Association which include, but are not limited, to, dues (as assessed), monies from gifts, monies earned through Association participation in activities, and monies from other fund raising activities in which the Association may participate. The treasurer shall pay all legitimate obligations of the Association in a timely manner. A checking account shall be established with three (3) signatures, two (2) of which will be required on each check. The signatures shall be those of the president, first vice-president and treasurer. All investments will be approved by the Executive Committee. Quarterly (Jan.-Apr.-July-Oct.) reports will be given to the membership at regular meetings.

HOSPITALITY COORDINATOR: The hospitality coordinator shall be responsible for coordinating refreshments at all Association meetings, special events, and assist the Montgomery County Master Gardeners classes. This includes food, beverages, setup, and cleanup for the events. This position is appointed by the president with the approval of the executive board.

NEWSLETTER PUBLISHER: The newsletter publisher shall be responsible for gathering articles and news pertaining to the Association and producing the Association monthly newsletter for the membership. This position is appointed by the president with the approval of the executive board.

WEBSITE PUBLISHER: The website publisher shall be responsible for coordinating with the UT website manager to produce, manage, update, maintain, and publish all pertinent information on the Montgomery County Master Gardeners website in a timely manner. This position is appointed by the president with the approval of the executive board.

ARTICLE X PHYSICALLY CHALLENGED AND/OR LEAVE OF ABSENCE WAIVER FOR INACTIVE STATUS

Members who are physically challenged and can not complete the annual Master Gardeners requirements may request a waiver. Upon signing the written waiver, the hours required to complete the Master Gardener requirements shall be at the members discretion. Forms will be provided by the County MG Coordinator.

Request for Leave of Absence shall be granted to Master Gardeners for special circumstances i.e. (Military deployment, Military Transfer, hospital stay, illness, moving out of the area) with the intentions of returning. Members shall not lose their standing in the organization when deployed. The Leave-of-absence form will be provided by the County Master Gardeners Coordinator.

ADDENDUM

***** OCTOBER 12, 2006 *****

SPEAKER FEES STANDARDS –

Speakers who do not ask for a fee and/or mileage will be given \$100 if they come from a distance more than 50 miles. Local speakers not affiliated with the MCMGA will be given a gift certificate in the amount (not to exceed) \$25.00.

MCMGA Plant Sale will be alternated every other year – with the MCMGA Garden Tour on even numbered years.
