

## BYLAWS OF THE MAT-SU MASTER GARDENER ASSOCIATION

Approved by the membership on 2/3/2020

The name of this organization will be the Mat-Su Master Gardener Association, a non-profit organization.

### Article I. Objectives

This Association is organized exclusively for charitable, scientific, literary or educational purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code and includes, but is not limited to:

- a) enhancing and supplementing the University of Alaska Fairbanks Cooperative Extension Service Master Gardener Program;
- b) assuming responsibility of performing special tasks and engaging in continuous activities related to the Program;
- c) promoting a wide dissemination to Alaska residents of gardening information available resulting from University study and experimentation; and
- d) fostering, promoting and disseminating gardening information in and outside Alaska.

Notwithstanding any other provisions of these articles, the Association shall not carry on any other activities not permitted to be carried out by an organization exempt from federal income tax under Section 501 (c) (3) of the Internal Revenue Code.

### Article II. Membership

Membership shall be open to any person or organization interested in the objectives of the Association. Membership shall not be transferable.

*Section 1. Regular Members:* Regular members shall consist of those members who have paid their annual dues. All regular members may vote and hold office. Each regular member shall be entitled to one vote on each matter submitted to a vote of the members.

*Section 2. Honorary Members:* Honorary members shall be those members who are given honorary membership by the Board and shall have no obligation to pay membership dues.

*Section 3. Dues:* Membership dues may be reviewed and approved at the Annual meeting. All memberships shall be effective for a period of one year.

*Section 4. Membership Year:* The membership year shall be the calendar year.

### Article III. Board of Directors

The Board of Directors shall consist of President, Vice-President, Treasurer, Secretary plus one Member-at-Large. All Board members shall be elected by the membership. The Board shall provide full direction to all business between general membership meetings, outline yearly goals and programs, and take action to assure that the records of the Treasurer are audited annually. The Board may further establish standing rules and revise as needed.

### Article IV. Officers

*Section 1. Officers:* The officers shall be President, Vice-President, Secretary and Treasurer.

The **President** shall preside at regular and Board meetings, call Board meetings when necessary, appoint chairs to standing committees and make other appointments as needed.

The **Vice-President** shall conduct the business of the Association in the absence of the President.

The **Secretary** shall record the minutes of the Board meetings and regular meetings, initiate and respond to correspondence and assure that the general membership is informed of chapter activities.

The **Treasurer** shall collect all monies and dues, pay all bills and retain records of receipts and expenditures and present a financial report to the Board. The Treasurer shall present the monthly bank statement to the Board for monthly audit.

*Section 2. Election, Terms of Office:* If more than one person is nominated for an office, the Officer shall be elected by ballot. If there is only one nominee for an office, a vote on that nominee may be taken by show of hands. If there is only one nominee for each of the offices, the President may ask for unanimous consent by show of hands. The Officers as well as the Member-at-Large shall serve a one-year term. The term of office shall begin the following January.

## **ARTICLE V. Meetings**

*Section 1. Regular Meetings:* The regular meetings of the Association shall be held on the first Monday of each month, September through May with the exception of December (holiday party), unless otherwise set by the Board. Whenever the first Monday is a holiday, the meeting shall be held the following Monday of the month.

*Section 2. Annual Meetings:* The regular meeting on the first Monday of November shall be known as the Annual meeting and shall be for the purpose of election of Officers and Member-at-Large, approval of the annual budget, and for any other business that may arise.

*Section 3. Quorum:* Ten regular members present shall constitute a quorum for the Annual meeting or regular meetings.

*Section 4. Voting:* Approval of an action or choice requires a majority vote of those present. Voice vote or show of hands is the normal voting method on a motion. Voting by mail or email is reserved for important issues on which a vote of the full membership is desirable and will be determined by the Board on a case-by-case basis.

## **ARTICLE VI. Bylaw Amendments**

These Bylaws may be amended at any regularly scheduled meeting of this organization by two-thirds vote of those members present, provided the proposed amendment has been introduced in writing at a previous regular meeting.

## **ARTICLE VII. Distribution of Excess Funds, Dissolution of the Association**

*Section 1. Excess Funds:* Money not needed to meet normal operating expenses of the Association may be used for any of the following purposes: (1) to fund scholarships for qualified groups to study horticulture; (2) to be donated to non-profit organizations for the purpose of furthering horticulture; and (3) to help fund projects that contribute to the beautification of our communities.

*Section 2. Dissolution:* Money remaining in the treasury upon dissolution of the Association shall be donated to non-profit organizations operating under 501 (c) (3) of the Internal Revenue Code with the purpose of furthering horticulture.