

Westmorland Horticultural Society
"The Friendly Garden People"

Constitution and By-Laws

Constitution Article 1 – Name

This organization shall be known as the Westmorland Horticultural Society – "The Friendly Garden People."

Constitution Article 11 – Purpose

The object of this society is to encourage interest and improvement in horticulture by:

- a) holding meetings for instruction and discussion on subjects connected with the theory and practice of horticulture.
- b) encouraging the improvement of home and public grounds by planting of trees, shrubs, and flowers at the public gardens in our care and by otherwise promoting outdoor art and public beautification.
- c) encouraging our youth in the study of horticulture through exhibitions, competitions, participation in the public gardens cared for by our society, and by other means as may be considered proper.
- d) holding exhibitions and presenting awards for the production of plants, vegetables, flowers, fruits, trees, shrubs, photography, and home crafts.
- e) the distribution of seeds, bulbs, plants, flowers, trees, and shrubs in ways calculated to create an interest in horticulture.
- f) promoting the circulation of horticultural media.

Constitution Article 111 – Membership

Membership is open to everyone. The membership year runs from November 1st to October 31st of the following year.

Constitution Article 1V – Duties of Officers

President

The president shall preside over all general meetings and executive meetings of the Society. S/he is as an ex-officio member of all committees of the Society and must be notified of all meetings. The President shall show leadership and guidance. S/he will schedule executive meetings as required and/or when requested by the executive committee and carry out other duties as deemed appropriate by the executive.

Honorary President

An Honorary President may be nominated at the discretion of the Society and may be given such responsibilities as may be deemed appropriate by the Executive Committee.

Vice President

The Vice-President, in the absence of the President, shall perform his/her duties. In case of a vacancy occurring in the office of the President, the Vice-President shall become Acting President. The Vice-President is responsible for programming in the Society, and other duties as deemed necessary by the executive.

Secretary

The Secretary shall keep accurate minutes of all general and executive meetings of the Society. S/he shall attend to correspondence and safeguard all documents, minutes, and correspondence of the Society, and carry out other duties as deemed appropriate by the executive.

Treasurer

The Treasurer shall keep accurate financial records of the Society. S/he shall present a treasurer's report at each executive and general meeting of the Society, and safeguard all financial records, monies, and all other pertinent documents entrusted to his/her care. All records are to be turned over to the appointed Society auditor at year-end so that an auditor's report can be read at the Annual Meeting. The treasurer, in conjunction with the executive, shall prepare an annual budget for the Society, and carry out other duties as deemed appropriate by the executive.

Past President

The past president shall remain as a voting member of the executive. The past president shall preside over meetings if both the president and vice president are absent, and carry out other duties as deemed appropriate by the executive.

Executive Committee

The Executive Committee shall be the governing body of the Society, except as otherwise provided for in the Constitution. The Executive Committee shall consist of the officers, and chairperson of each standing committee excluding the Honorary President. It shall be chaired by the President. Any vacancies occurring on the Executive Committee shall be filled with appointments by the Executive Committee and ratified at a duly called meeting of the membership.

Constitution Article V – Election of Officers

The Annual Meeting for the election of Officers along with the presentation of annual reports shall be held in October. At the September meeting, a nominating committee composed of three (3) members shall be named by the Executive Committee. At the Annual Meeting this nominating committee shall present a list of nominees. Nominations may also be accepted from the floor.

Officers shall be elected for a one (1) year term or until their successor is elected. Officers are eligible for re-election for a second and third one (1) year term, after which they are not eligible for re-election to the same office until the lapse of one (1) year.

Constitution Article V1 – Executive Standing Committees

Standing Committees of the Society shall be:

- a) Membership
- b) Public Gardens
- c) Publicity
- d) Garden Show
- e) Social
- f) Seminars
- g) Scholarship

Constitution Article V11 – Amending the Constitution

Any proposed change to the Constitution must be submitted in writing at the September meeting and voted upon by members at the October Annual Meeting.

Constitution Article V111 – Quorum

A quorum shall consist of 20% of the paid-up membership. A quorum of the Executive shall consist of 50% plus 1 of the Executive Committee.

Constitution Article 1X – Liability

The membership agrees that the executive officers and the members of the executive standing committees assume no additional personal liability, solely or collectively, upon being voted into an executive role, when acting on behalf of the Society. The membership agrees to indemnify and save harmless the executive officers and members of executive standing committees of all liabilities, claims, and actions which may be brought against the Society.

BY- LAWS

By-Laws Article 1 – Meetings

Meetings shall be called at 7:30 PM on the fourth (4th) Tuesday of each month. Meetings in December, July and August may be waived if so decided at the monthly meeting prior to cancellation. The Annual Meeting shall be the October meeting. Prizes from the current annual “Flower and Garden Show” shall be awarded at the September meeting.

By-Laws Article 11 – Dues

Annual Dues shall be \$10.00 per individual.

By-Laws Article 111 – Monies of the Society

The funds of the Society shall be kept in a branch of a local bank or other financial institution most convenient to the treasurer on approval of the Executive Committee.

The Society may authorize Standing or Special Committees to open subsidiary bank accounts. Signing officers of such subsidiary account to be approved by the Society and a detailed report of the subsidiary accounts shall be made at the Annual Meeting of the Society.

By-Laws Article 1V – Books, Records, and Property

- A. The records and accounts of the Society, its Officers and Committees shall be accurately kept and shall be the property of the Society. These records and accounts shall be open to inspection by the Executive Committee or any member of the Society.
- B. Every Officer or former Officer, member or former member, who has funds or property of any description belonging to the Society shall upon request, return it to the Executive Committee. Anyone ceasing to be a member of the Society must return any Society property in his/her possession to the Society.
- C. All financial accounts, including any subsidiary accounts of the Society, shall be audited by a person duly authorized by the Executive Committee, and a financial statement presented at the annual meeting.

By-laws Article V – Rules of Order

Robert’s Rules of Order shall govern all meetings of the Society.

By-Laws Article V1 – Coming Into Effect

These By-Laws and Constitution shall come into effect upon approval of the Society membership at which time they shall be dated and signed by the President and Secretary of the society.

By-Laws Article V11 – Scholarship

The Westmorland Horticultural Society shall make available a scholarship in the amount of six hundred dollars (\$600.00) to a student living in the counties of Albert, Westmorland, or Kent upon their successful completion of their first semester of study at a post secondary institution in the fields of agriculture, horticulture, forestry, or landscape design or landscape architecture. The recipient will be selected by the Scholarship committee based upon their academic standing, community involvement, and financial need. One (1) scholarship will be available annually.