

# ROBERTSON COUNTY MASTER GARDENERS ASSOCIATION BYLAWS

As Amended June 26, 2014 and October 25, 2020

Originally Written March 9, 2006

**ARTICLE 1, NAME** The name of the association shall be Robertson County Master Gardener Association, hereafter referred to as RCMGA.

**ARTICLE II, PURPOSE** The purpose of RCMGA shall be to support and engage in projects and activities which are related to horticulture and which educate and enhance the quality of life of the residents of Robertson County, Tennessee. All such projects and activities shall be under the supervision of and in cooperation with University of Tennessee Extension and the Tennessee Master Gardener Program.

**ARTICLE III, PROHIBITIVE** RCMGA shall not intervene in or participate in any campaign on behalf of any candidate for public office.

**ARTICLE IV, TERMS OF EXISTENCE** RCMGA shall have a perpetual existence, but may have the form of its organization changed in compliance with these Rules and Bylaws.

## **ARTICLE V, MEMBERSHIP**

A. The membership of the RCMGA shall be open to all persons who have completed or are in the process of completing the required course of study and have had the title of Master Gardener (or Master Gardener Trainee) conferred upon them by University of Tennessee Extension (or by the Extension Service of any other state in the United States or by a participating Province of Canada).

B. Each member is required to pay annual membership dues. (See Article XII).

C. Honorary membership shall be limited to all persons who have had the title of Master Gardener conferred upon them by UT Extension.

D. Honorary membership may be granted to the Robertson County Master Gardeners in consultation with UT Extension and a majority vote of the membership.

E. Honorary Master Gardeners shall have all of the rights of privileges of Master Gardeners, except the right to vote. They are not required to pay dues.

## **ARTICLE VI, POWERS OF THE RCMGA**

A. To collect, receive, hold, manage, invest and expend dues and donations consistent with the purpose of the RCMGA.

B. To employ agents and enlist the services of independent contractors, paying to each reasonable compensation for services provided.

C. To incorporate as a non-profit corporation.

D. To perform all other lawful purposes, deeds, and acts consistent with the purposes of RCMGA.

## **ARTICLE VII, MANAGEMENT OF RCMGA**

A. The business affairs of the RCMGA shall be managed by the officers of the Association.

B. An Advisory Board will be formed to expedite regular RCMGA meetings by discussing business, projects, and activities.

C. The Advisory Board shall be composed of all RCMGA officers, Executive Advisor (UT Ext. RCMGA Coordinator(non-voting)), former RCMGA officers, and all interested RCMGA members.

D. The Advisory Board shall:

a. Review and propose RCMGA meeting presentations and speakers; RCMGA events and field trips.

b. Review RCMGA projects.

c. Submit a draft of the annual budget to the RCMGA at the January Meeting.

- E. All Advisory Board decision and/or proposals shall be conveyed to all RCMGA members via email of Administrative Board meeting minutes and/or in regular RCMGA meetings.
- F. No officer or member of the RCMGA 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 opinions of the RCMGA unless such statement is in the form of a written resolution adopted at a regular meeting of the RCMGA by a vote of a majority of those members presenting and voting. Nothing herein 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 RCMGA.

## **ARTICLE VIII, OFFICERS & THEIR DUTIES**

- A. President – The president shall preside at all meetings of the membership. The president shall appoint the chairman and members of special committees, as needed. The president will convene the Advisory Board and preside over Advisory Board meetings.
- B. Vice President & Program Chairman – The vice president shall perform the duties of the president in his or her absence and shall become president for the unexpired term of the president upon death, incompetency, or resignation. The vice president shall be responsible for planning the programs.
- C. Secretary – The secretary shall be responsible for the taking of minutes of all meetings and for any correspondence as directed by the RCMGA. The secretary is responsible for finding a replacement for any meetings he or she cannot attend.
- D. Treasurer – The treasurer shall be responsible for the collection, receiving, holding, managing, investing, and expending monies of the RCMGA. The treasurer shall pay all legitimate obligations of the RCMGA in a timely manner and keep a current record of all dues and paying members.

E. Executive Advisor – The executive advisor, who is the UT Extension Agent, shall serve as the coordinator of RCMGA.

## **ARTICLE IX, SPECIAL COMMITTEES**

A. Projects Chairperson – The chairperson and committee shall search, coordinate, and suggest projects for RCMGA.

B. Publicity Chairperson – The chairperson shall be responsible for promoting programs, projects, and special events through social media and the local news media.

## **ARTICLE X, ELECTIONS**

A. The President shall appoint three members to serve on the Nominating Committee, one month prior to the annual election.

B. Additional nominations may be made from the floor.

C. A majority of the members shall elect the officers.

D. Each officer shall take office in January following the election and serve for a term of one year.

E. No officer may serve for more than two consecutive terms in the same position.

F. Elected officers, other than the president, vacated by resignation or death, shall be appointed by the president with the approval of the remaining officers until the next election.

G. All officers and standing committee chairs shall have current certification and be current on association dues.

## **ARTICLE XI, MEETING**

A. Regular meetings of the RCMGA shall be held at such places, dates, and times determined by the membership with a majority vote of those members present and voting.

- B. Advisory Board meetings shall be held prior to the regular RCMGA January meeting and thereafter as directed by the president, preferably at least 1 week prior to the regular RCMGA meetings.
- C. Roberts Rules of Order, Revised, shall govern all meetings of RCMGA when business is conducted.

## **ARTICLE XII, FINANCIAL**

- A. Dues shall be determined by a vote of the membership.
- B. The RCMGA fiscal year shall be from January 1 to December 31.
- C. An annual budget for RCMGA will be prepared and approved by membership.

## **ARTICLE XIII, QUORUM**

A quorum shall consist of 10 members and no business shall be conducted without a quorum present.

## **ARTICLE XIV, AMENDMENTS**

- A. The membership shall receive a written notice of any proposed amendments to the bylaws at least one month before a vote is taken.
- B. These Bylaws shall be amended by a two-thirds vote of the members present and voting, a quorum being required, at any regular meeting.