[THE AVID GARDENERS](http://theavidgardeners.org/members-only-bylaws/)

HILTON HEAD PLANTATION

BY-LAWS

(Latest revision: May 2018)

ARTICLE I  - NAME

The name of this club will be: The Avid Gardeners (TAG).

ARTICLE II - PURPOSE

The purpose of this club is to promote the love of gardens and flowers, to create beauty in our community, and to conserve natural resources.

ARTICLE III - MEMBERSHIP

Section 1: This club will be limited to seventy five (75) Active members and to unlimited Honorary members. All members must be residents or property owners of Hilton Head Plantation or former TAG members.

Section 2: Honorary members (inactive members) are those who are unable to fulfill the normal attendance requirements. Honorary memberships will be available to those members who have been active members for a minimum of one year, and may be obtained by written request to, and at the discretion of, the Executive Committee.

Section 3: An Honorary member has the right to attend meetings but not the right to vote or make motions. An Honorary member may be reinstated as an Active member upon written request to the Executive Committee.

Section 4: All members are expected to participate in the production of all flower shows, fund-raising efforts, and other projects.

Section 5: The Board to vote on unlimited Honorary membership. Honorary membership defined as use of time, knowledge and effort to the benefit of The Avid Gardeners.

ARTICLE IV - OFFICERS AND ORGANIZATION

Section 1: The Officers include: President, First Vice-President, Second Vice-President, Secretary and Treasurer. The term of office will be two (2) years for all officers.  No Officer will serve more than two (2) terms\* in the same office.

Section 2: The immediate Past President and the current Officers comprise the Executive Committee. Such persons and the Chairs of the standing committees form the Board of Directors. The Board will have general direction of the affairs of the club and the power to transact business between regular meetings of the club membership. The President may summon the Executive Committee to meet in session without the full Board of Directors.

Section 3: A Nominating Committee, composed of three members, will be selected in January. Two members will be appointed by the President. The third member will be selected by the membership at the January meeting. The committee will present a single slate of candidates for office at the February meeting. Election of Officers by ballot will take place at the March meeting. At that time, nominations from the floor may be made providing that the consent of the nominee has been obtained. Election will be determined by an affirmative vote of the majority of those present. The new Officers will be installed and take office at the close of the annual meeting in May.

Section 4: President: The President will preside at all TAG meetings and attend all meeting of the HHI Council of Garden Clubs. The President will communicate with the membership on a regular basis via e-mail. The President will appoint the Chairs of all committees with the approval of the Executive Committee. Standing Committees include, but are not limited to the following:

1. AWARDS: Researches awards for which the club may be eligible and submits applications for such awards on behalf of the club.
2. BIRDS: Informs the membership of events and issues relating to birds.
3. CONSERVATION: Educates the membership on environmental and conservation issues and projects.
4. COUNCIL REPRESENTATIVE: Informs the Council and our club, of each other's activities.
5. ELEMENTARY SCHOOL REPRESENTATIVE: Coordinates the activities between the elementary school and our club.
6. EDITOR: Edits and publishes an annual Program and Membership Directory.
7. HISTORIAN: Maintains a scrapbook of the activities of the club such as awards, certificates, projects, publicity and snapshots.
8. HOLIDAY DECORATIONS: Prepares a schedule for the distribution, display and collection of our holiday decorations for the plantation.
9. HOLIDAY PARTY: Plans and organizes the members annual holiday party.
10. HORTICULTURE: Educates the membership on topics of horticultural interest.
11. HOSPITALITY: Arranges for members to provide refreshments at monthly meetings, as needed.
12. LIBRARIAN: Records and maintains the books in our library.
13. PARLIAMENTARIAN: The duty of the Parliamentarian would be that of the past President.  If past President is unable to serve, the Parliamentarian would be appointed by the President.
14. PROJECTS: When a project is approved by the membership, a Chair for that project will be appointed.
15. PUBLICITY: Publicizes the activities of the club and writes the monthly article for Plantation Living.
16. SUNSHINE: Extends the friendship of the club, with an appropriate message, to members and nonmembers.
17. TELEPHONE: omitted
18. WEBMASTER: Gathers and submits information to the website.
19. WORKSHOPS: Organizes and leads hands-on design/craft workshops and activities.

Additional committees may be created by the President with the approval of the Executive Committee. Each Committee Chair will attend the board meetings and submit a written report to the President at the close of the fiscal year (May meeting).

Section 5: There will be two Vice-Presidents. The First Vice-President will be the Program Chair and the Second Vice-President will be the Membership Chair. The First Vice-President will assume the responsibilities of the President when the latter is absent. In the event the First Vice-President is unable to assume such responsibilities, the Second Vice-President will assume these duties.

1. First Vice-President: As the Program Chair, the First Vice-President will: arrange for meeting facilities; plan programs for the club; introduce presenters; announce meetings through E-TAG; and, may appoint a Program Committee. There will be a maximum of three field trips on scheduled meeting days during any one fiscal year.
2. Second Vice-President: As the Membership Chair, the Second Vice-President will: provide written acknowledgement and questionnaire to persons applying for club membership; provide written or verbal invitation to prospective members as vacancies occur on the waiting list; introduce new members to the club and to individual members; provide club information to new members; maintain a member database; maintain meeting attendance records; provide and maintain name tags; and, greet attendees at the general meetings.
3. Secretary: The Secretary will keep the minutes of all Board and General meeting and conduct all correspondence of the club that is not completed by other Officers or Committee Chairs.
4. Treasurer: The Treasurer will collect and hold all funds belonging to the club and disburse such funds according to the direction of the membership; arrange for an audit of the Treasurer's records yearly; keep an accurate list of members whose dues have been paid; submit a monthly financial report to the Board; and, submit an annual report to the membership.

ARTICLE V - MEETINGS

Section 1: The regular meetings of the club will be held at a time to be determined by the Executive Board. The club will meet each month for a total of ten (10) meetings each year, one of which will be a Holiday Celebration. In the months of July and August the membership may organize informal gatherings, if desired.

Section 2: All members will be required to attend at least five (5) meetings per club year (June 1 to May 31).

ARTICLE VI - DUES

Section 1: The dues will be determined by the Board with the approval of the general membership and will be payable May 1. New members, joining after January 1, shall pay two-thirds of the current yearly dues for that year. Associate dues will not exceed current membership dues.

Section 2: Any member in arrears on June 1 will receive a notice from the Treasurer. Failure to pay within 30 days will be considered a resignation from the club unless, at the discretion of the Board, such action is rescinded. It is the duty of the Treasurer to notify the Board of members in default.

Section 3: The fiscal year is June 1 through May 31.

Section 4: The budget will cover normal operating expenses, including dues payable to the Garden Club of South Carolina, and the HHI Council of Garden Clubs. The budget is not limited to the dues collected and must not operate on a deficit.

ARTICLE VII - FUND-RAISERS

Section 1: Fund-raisers are to have a stated goal and must be approved by the full Board and a majority of the General Membership.

ARTICLE VIII - QUORUM

Section 1: A quorum, when duly assembled, is legally competent to transact the club's business.

Section 2: Twenty-five percent of the membership will constitute a quorum of the membership.

ARTICLE IX - AMENDMENTS

Section 1: Any proposed change(s) to the By-Laws may be offered at any regular meeting of the club. Such changes will not be acted upon until the membership has received a copy by way of e-mail or through the club's newsletter, TAG Talk with a notice of the meeting at which the same is to be acted upon. This notice must be given at least two weeks in advance.

Section 2: The By-Laws may be amended by a two-thirds vote of those present and voting.

ARTICLE X - RESIGNATION OF OFFICERS

Section 1: If an officer resigns, the remaining officers, in consensus, will appoint a member to replace said officer for the remainder of the term of office.

ARTICLE XI - AFFILIATION

Section 1: This club will be a dues paying member of the Garden Club of South Carolina, Inc. and the Hilton Head Island Council of Garden Clubs.

ARTICLE XII - PARLIAMENTARY AUTHORITY

Section 1: Robert's Rules of Order (rev.) will be the parliamentary authority of this club in all matters specifically governed by the By-Laws.

ARTICLE XIII - DISSOLUTION

Section 1: Upon the dissolution of this club, TAG will pay or adequately provide for its debts and obligations. No part of any residual income shall inure to the benefit of, or be distributable to any officer or member of the organization or other private person except that the club will be authorized and empowered to pay any reasonable compensation for any services rendered and to make payments and distributions in furtherance of the Purpose p]set forth in Article II. Any remaining assets will be turned over to the Hilton Head Council of Garden Clubs or one or more organizations described in 501 (c) (3) or 501 (c) (4) of the Internal Revenue Code of the Federal, State or Local Government for exclusive public purposes.

APPENDIX

This organization has been awarded a tax free status under the IRS Section 501 (c)(4). The State of South Carolina has issued a tax exempt status for this club to buy and sell items for profit. Both bureaus declare that earned tax exempt profits may be used in part to keep the club functioning under the purposes stated in the By-Laws. No one person may profit from these funds.

\* typographical error corrected from "years" to "terms" on February 9, 2019 as requested by Parliamentarian, Janet Hicks.