

**Bylaws of the Hawthorn Chapter
Missouri Native Plant Society
(revised May 2008)**

ARTICLE I. Name and Purpose

Section 1. The name of the chapter shall be known as the Hawthorn Chapter of the Missouri Native Plant Society.

Section 2. The purpose of the Hawthorn Chapter of the Missouri Native Plant Society is to promote the enjoyment, preservation, conservation, restoration, and study of flora native to Missouri, public education of the value of the native flora and its habitat, and publication of related information.

ARTICLE II. Membership

Section 1. Membership in this Chapter shall be open to all persons interested in the purposes of the Chapter and the State Society upon application to the Chapter Treasurer or the State Treasurer, accompanied by remittance for dues as hereinafter provided. Membership classifications shall be set forth by the State Society with Chapter dues added to these levels.

Section 2. Each member shall be entitled to one (1) vote.

Section 3. A member who cannot attend a meeting may vote by an absentee ballot or by giving a proxy for the desired vote to one of the officers of the Chapter.

ARTICLE III. Meetings

An annual meeting of this Chapter shall be held at the date and place to be decided by the officers at the end of the Chapter's fiscal year. Regular meetings of the membership shall be as determined by the officers. All members shall be notified in writing of the meetings. Any motion or decision placed before the membership at duly held meetings shall be passed by a simple majority of the members present at the meeting **plus any absentee or proxy votes which had been submitted to the officers.**

ARTICLE IV. Dues

Dues shall be fixed and revised as needed by the Chapter Officers.

ARTICLE V. Officers

Section 1. The officers shall be a President, Vice-President, Secretary, Treasurer, and Chapter Representative who shall be elected to two (2) year terms with the President and Secretary elected in odd numbered years and Vice-President, Treasurer and Chapter Representative elected in even numbered years. No individual shall serve more than two consecutive terms in the same office. Officers shall serve without compensation.

Section 2. The President shall preside at meetings of the membership and of the officers and shall perform the recognized functions of the office.

Section 3. The Vice-President shall preside at meetings in the absence of the President, **shall be a member of at least one committee**, and shall perform the recognized functions of the office. He or she shall become President if the office of President becomes vacant before expiration of the President's term.

Section 4. The Secretary shall keep the minutes of all meetings of the officers and the membership.

Section 5. The Treasurer shall keep and maintain accurate accounts of the transactions of the Chapter, including accounts of its assets, liabilities, receipts, and disbursements. The Treasurer shall deposit all money in the name and to the credit of the Chapter with depositories as may be designated by the officers or the membership. He or she shall disburse the funds of the Chapter as may be ordered by the officers, shall render to the President or membership, whenever requested, an account of all transactions and of the financial condition of the Chapter, and shall have such other powers and perform such other duties as may

be prescribed by the membership or the Chapter bylaws. The Treasurer shall maintain a roster of all active members.

Section 6. The Chapter Representative represents the Chapter at board meetings of the State Society. The Chapter Representative reports activities of the Chapter to the board and is a voting member of the board. The Chapter Representative may be represented by an alternative at board meetings by presenting to the board a written statement from a Chapter Officer to that effect. Alternatives have all rights and privileges as the elected Chapter Representative at that board meeting.

Section 7. Each officer shall, upon the expiration of his or her term, or the termination of his or her duties for any other reason, deliver to his or her successor the records of that office.

Section 8. A vacancy, other than one caused by expiration of a term, in the office of Vice-President, Secretary, Treasurer, or Chapter Representative may be filled by an election held for this purpose at a meeting of the membership. A new officer thus elected shall complete the term of office of the person he or she replaces.

Section 9. The President and Vice-President shall appoint three members, in odd-numbered years, to serve on the Speaker Committee to plan and arrange programs for regular meetings. Committee members shall serve at least two years, **and will among themselves elect a chair for this committee.**

Section 10. The President and Vice-President shall appoint three members, in odd-numbered years, to serve on the Field Trip Committee to plan and arrange field trips and workshops. Committee members shall serve at least two years, **and will among themselves elect a chair for this committee.**

ARTICLE VI. Elections

Section 1. Notice of the annual election shall be made in writing.

Section 2. The President shall appoint a Nominating Committee to consist of a Chairperson and two other members. They shall report to the President the names of the nominees selected by the committee. The names of the Nominating Committee, a list of the offices to be filled, and the names of the nominees are to be printed in the Chapter's Newsletter or reported to the membership by mail.

Section 3. The terms of all newly elected officers shall begin at the conclusion of the annual meeting.

ARTICLE VII. Fiscal Year

The fiscal year of the Chapter shall be the calendar year.

ARTICLE VIII. Amendments

These bylaws may be amended by an affirmative vote by a majority of the membership present and voting at any annual, regular, or special meeting. Proposed changes to the bylaws will be published in the newsletter prior to a vote by the membership.

ARTICLE IX. Publication

The Chapter shall publish and distribute a newsletter, The Hawthorn Chapter Newsletter, regularly.

ARTICLE X. Policies

The Chapter and its members while carrying out activities in support of State Society purposes shall be guided by these policies:

- 1) The Chapter will function as a not-for-profit, non-political, educational organization.
- 2) The Chapter will encourage activity by all botanists, professional and amateur.
- 3) The Chapter supports ethical practices recommended for native plants when collecting or transplanting.
- 4) Members are encouraged to develop information on native plants and publish or forward that information for publication.