

Articles of Establishment
Greene County MasterGardeners

Rules

Article 1

Name

The name of this organization shall be the Greene County Master Gardeners (GCMG)

Article II

Objectives

The objects of this group shall be:

Section 1 To provide for the education of Greene County gardeners and provide a setting in which they may pool their skills and resources in order to improve horticulture in Greene County.

Section 2 To provide an opportunity for volunteer service to the community through horticulture and through maintaining education in horticulture

Section 3 To expand the capabilities of the Arkansas Cooperative Extension Service in Greene County. To disseminate horticultural information and offer expertise to individuals and groups in the county

Article III

Membership

Section 1. Membership in the Greene County Master Gardeners shall be by successful completion of Master Gardener training classes and the final exam, and by remaining a member in good standing. The program is open to all interested persons without regard to race, color, national origin, gender, identity, disability, marital or veteran status, or any other legally protected status. First Year Master Gardeners are expected to pay back forty (40) hours working hours and acquire twenty (20) learning hours within 12 months of completion of class At least 75% of the required working hours must be conducted on projects sanctioned by Greene County Master Gardeners

Section 2 A Certified or Recertified Master Gardener is one who is in the second and subsequent years:

A Pays the annual membership dues established by the GCMG. Dues are payable on January 1 for the current year and are delinquent after March 1

B Completes twenty (20) work hours and twenty (20) education hours during the membership year

Section 3 Persons who have completed Master Gardeners training in another state or county may petition the GCMG for membership

Section 4 It is expected that each Master Gardener will attend at least half of the regularly scheduled meetings of the general membership of the GCMG

Section 5 Recorded attendance at the regularly scheduled Master Gardeners meetings will provide education for lecture or video watched. Time to be counted will be one (1) hour

Section 6 Up to ten (10) education hours may be earned by registering for, attending and participating in the annual Master Gardener training sessions each year

Section 7 Education hours may be earned by (1) attending horticulture seminars. Events and tours; (2) by doing special reading and viewing of garden topics; (3) research in preparation for leading seminars, classes and events

Section 8 All Master Gardeners are expected to report their work and continuing education online or at the monthly meeting

Section 9 All work done in office and committee positions is to be counted as sanctioned work hours

Section 10 If an individual's annual work hours are not achieved by the end of the fiscal year that person shall be considered no longer a member and will be considered inactive Master Gardener **To be reinstated as an active Master Gardener one must pay his/her current and past dues; perform Twenty (20) additional hours of work and twenty (20) additional hours of education**

Article IV

Meeting

Section 1 General membership meetings shall be held the fourth (4th) Tuesday of every month the minutes and Treasurers Reports will be included in the newsletter and approved at the next

meeting. We will not read these reports at the meetings. The agenda for each meeting shall include the approval of minutes from the last meetings, reports by officers and committees, topic of educational program presentation, old and new business and announcements

Section 2 A quorum shall consist of 21% of all active members.

Section 3 The annual election of officers shall take place in October of each year. Officers assume their duties on January 1st

Article V

Officers and their election

Section 1 The officers of the GCMG shall be: President, Vice President/Project Chairperson, Secretary and Treasurer. These officers constitute the executive committee. They shall be elected at the October meeting for a term of a year

a. Qualifications and Eligibility

A nominee shall be an active member of GCMG

b. Nomination and Election

1 A nominating Committee of three members shall be appointed by the president with the approval of the executive committee.

2 Following the report of the nomination committee, additional nominations may be made from the floor with consent of the nominee

3 No candidate may be nominated for more than one office at the same time

c. Term of Office

1 Officers shall serve a term of two years. No officer may serve more than one term in the same office

2 Newly elected officers shall take office at the January meeting, following the October election

3 Vacancies among officers shall be filled by the President, with majority vote of the general membership, for the remainder of the unexpired term. If an officer has served more than half a term, the individual is considered to have served a full term in that office

4 Committee Chairpersons shall serve a minimum term of one year from January 1 to December 31st

d. Duties of Officers

1 The president shall preside at all meetings at which he/she is present and shall exercise general supervision over all the affairs and activities of the GCMG. The President shall be responsible for the formation and dissolution of committees, for assuring that the committees are functioning and for appointing members to committees as required The President shall appoint an auditing committee before

the end of the fiscal year The President shall establish roles for educational outreach

2. The Vice President shall perform the duties of the President in case of absence The Vice President shall keep a record of the work and educational hours of all GCMG The Vice President has the job of project coordinator which includes overseeing all work projects voted upon by GCMG, shall appoint a chairman for each project and monitor the organization and progression of each approved work project The VP will provide a report to the executive committee with their recommendations following any committee meeting

3. The Secretary is responsible for keeping an up-to-date record of the names and addresses of members, shall keep a written record of all the meetings of GCMG, maintain a file of all the documents and papers belonging to GCMG and conduct correspondence of the GCMG at the direction of the President Records to be stored at the Greene County Extension Office

4 The Treasurer shall pay all money by check only, to cover the expenses of the group, collect and receive dues from all the membership, make a report at each meeting of the general membership of all financial transactions since the previous meeting and the amount of money in the treasury to date, and to submit it to the newsletter editor for publication in the monthly newsletter The Treasurer shall prepare an annual budget in consultation with the executive committee

5 At large members of the executive committee shall represent the membership at the executive committee meetings There shall be two at large members voted on by the membership not to hold office more than two years This position has voting rights

Article VI

Executive Committee

The duties of the executive committee shall be to act as the governing body of the GCMG and to transact business Members of the Executive committee must have a 2/3 present in attendance to constitute a quorum. There should be two at large members who are elected by the membership present

Article VII

Committees

Section 1 the committees appointed by the president shall include, but not be limited to the following; Sunshine, Publicity, Scrapbook, Membership, Projects Review, Awards, Plant Marker, Scholarship, Crafts and Fund Raising

Section 2 Position appointed by the President shall include but not limited to the following; Program Chair, Parliamentarian, Newsletter Editor, Historian and Membership Hours Management

Article VIII

Role of the County Agent

The County Agent is advisor to and administrator of the Greene County Master Gardeners and as the University of Arkansas Cooperative Extension Service representative in Greene County is the final authority on its Master Gardener program. However, to facilitate everyday management, the organizational directives set forth in these by-laws will provide a functioning set of guidelines

Article IX

Finances

Section 1 Fund raising activities for the GCMG may be held when authorized by the executive committee and when the purpose is in agreement with the objectives of the GCMG

Section 2 A proposed budget of anticipated revenues and expenditures as prepared by the executive committee shall be submitted by the Treasurer at the January meeting

Article X

Assets

No part of the net earnings of the GCMG shall accrue to the benefit of or be distributed to its members, officers or other private persons The organization, however, shall be authorized to pay reasonable compensation for services rendered and to make approved payments in accordance with the organizations objectives

Article XI

Dissolution

Upon the dissolution of the GCMG, the executive committee shall, after paying or making provisions for the payment of all the liabilities of the GCMG, disposed of all assets of the GCMG in such a manner or to such organization who at the time of dissolution shall qualify as exempt organization operated exclusively for education, scientific, charitable or religious purposes under Section 501c(3) of the Internal Revenue Code of 1954

Article XII

Amendments

These rules may be amended at any regular meeting of the GCMG by a vote of two-thirds of the ballots cast

Adopted by the membership on March 23,1999

Revised and adopted by the membership on January 22, 2013

Revised and adopted by the membership on May 26, 2015

Revised and adopted by the general membership November 17,2015

Revised and adopted by the general membership September 25,2018