

CEDAR VALLEY IRIS & DAYLILY SOCIETY BYLAWS

(Effective November 10, 2012)

ARTICLE I - STATEMENT OF PURPOSE

The Cedar Valley Iris and Daylily Society (CVIDS) is a scientific, educational, and social organization whose mission is to promote the genera *Hemerocallis* (daylily) and *Iris* and to educate our members and the general public about all aspects of growing daylilies and irises in Eastern Iowa and surrounding regions. To further these goals, this non-profit organization provides lectures, garden tours, plant sales, and fellowship among its members and with members of other groups with similar goals.

ARTICLE II - MEMBERSHIP AND DUES

Section 1. Membership is open to anyone with an interest in daylilies and/or irises.

Section 2. Members will be in good standing upon payment of annual dues. Classes of membership will be Individual, Couple/Family, and Charter.

Section 3. The cost of CVIDS membership is set by the Board. A change in dues must be ratified by a majority vote of members attending a Society business meeting.

Section 4. Membership dues are for a calendar year and will fall due on January 1. Dues are considered delinquent after April 1.

Section 5. Any new member who joins the Society after October 1 will retain membership for the following calendar year.

ARTICLE III - OFFICERS

Section 1. The elected officers of this Society are the President, Vice President, Secretary, Treasurer, and immediate Past President.

Section 2. These officers serve two-year terms and cannot serve for more than two consecutive terms.

ARTICLE IV - ELECTION OF OFFICERS

Section 1. To promote continuity of information, the election of the President and Secretary will take place in even years, whereas the Vice President and Treasurer will be elected in odd years.

Section 2. The Board will fill any vacancies that occur mid-term.

ARTICLE V - BOARD

Section 1. The Board will consist of the elected officers and several Committee Chairs approved by the Board. The Committee Chair positions are voluntary, and terms are variable.

Section 2. The Committee Chairs have voting rights at Board meetings.

Section 3. The Board will meet at least two times each year.

Section 4. The Board has the power to transact all necessary business of the Society between meetings but cannot change any decisions approved by the Society's membership without due process.

Section 5. To conduct business at a Board meeting, five members will constitute a quorum.

ARTICLE VI - MEMBERSHIP MEETINGS

Section 1. Meetings will be held in various locations at least four times each year.

Section 2. To conduct Society business at a meeting, twenty-five members will constitute a quorum.

ARTICLE VII - FISCAL AFFAIRS

Section 1. The fiscal year of the Society is the calendar year.

Section 2. The Board will prepare an annual budget and present it to the membership during the first quarter for approval. The budget must be ratified by a majority vote of members attending a Society business meeting.

Section 3. An audit of the affairs of the Society is made annually and reported to the membership.

ARTICLE VIII - CLUB PLANT ELIGIBILITY

Club plant eligibility will be based on requirements approved by the membership.

ARTICLE IX - PARLIAMENTARY AUTHORITY

Robert's Rules of Order Newly Revised will govern this Society in all cases that they are applicable.

ARTICLE X - AMENDMENTS TO BYLAWS

Members must be notified of any proposed amendments to the Bylaws at least two months prior to the business meeting at which they would be voted upon. Amendments require a two-thirds majority vote of members attending a Society business meeting.

RESPONSIBILITIES OF OFFICERS

As chief CVIDS officer, the **President** is charged with general supervision of the affairs of the Society. He/she will preside at all Society and Board meetings and will coordinate activities of all committees. The President will also act as spokesperson of this Society and its representatives at meetings with other organizations and committees, unless some other member is delegated by the President, Board, or Society so to act. Assisted by the Secretary's attendance log, he/she will determine eligibility of members to receive club plants.

The **Vice President** will perform all duties of the President in his/her absence and assist the President upon request.

The **Secretary** will keep records of all actions taken by this Society. He/she will record detailed minutes of all Society and Board meetings, keep a permanent record, and disseminate them to the membership via the newsletter and website. If unable to attend a meeting, he/she will be responsible for appointing a temporary recorder. The Secretary is also responsible for all correspondence of the Society and will assist the President regarding members' club plant eligibility by taking attendance at all Society functions.

The **Treasurer** will be responsible for all financial operations of the Society including collection of dues and other monies and payment of expenses as directed by the Board. He/she will summarize the financial status of the Society at each meeting. The Treasurer will work with other Board members to propose a budget prior to the beginning of each year. Additionally, he/she will be responsible for updating the Society membership list and forwarding it to Board and Society members at appropriate intervals. When processing new memberships, the Treasurer will forward names and contact information to the Membership Committee Chair and other Board members.

RESPONSIBILITIES OF COMMITTEE CHAIRS

The **Newsletter Editor** will be responsible for publishing and disseminating the CVIDS Newsletter about six times per year.

The **Webmaster** will be responsible for maintaining the CVIDS website.

The **Membership Chair** will be responsible for welcoming new members and making them aware of the Society's activities, CVIDS Newsletter, and website.

The **Club Plant Chair** will be responsible for purchasing club plants.

The **Silent Auction Chair** will be responsible for organizing the return of club plants and their sale by silent and live auctions.

The **Hospitality Chair** will be responsible for coordinating the banquet and other social activities.

The **Program Chair** will be responsible for coordinating educational and entertainment programs.

The **Special Events Chair** will be responsible for coordinating any special events such as a regional or national meeting.

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