

# CONNECTICUT CACTUS AND SUCCULENT SOCIETY BYLAWS

(Fully revised and updated October 2004)

## **Article I: Name.**

The name of this organization is the Connecticut Cactus and Succulent Society.

## **Article II: Purpose.**

The Connecticut Cactus and Succulent Society is a non-profit educational membership society organized to encourage the study, cultivation, conservation and appreciation of cacti and other succulent plants.

## **Article III: Officers**

A. The Officers of the Society shall be:

1. President
2. Vice President
3. Secretary
4. Treasurer

B. Officers' duties:

1. President
  - a. The President shall be responsible for organizing, convening and chairing the regular meetings of the Society, including formulating the business meeting agenda, and arranging speakers, demonstrations, workshops or other activities for each meeting's educational program.
  - b. The President shall be responsible for coordinating the work of the other Officers, as well as that of any appointed committee or activity chairpersons.
  - c. The President shall be a signatory for the Society bank account.
2. Vice President
  - a. The Vice President shall be responsible for organizing the Society's contribution to meeting refreshments, and have custody of the Society's equipment and supplies.
  - b. The Vice President shall be responsible for special projects or activities as delegated by the President.
3. Secretary
  - a. The Secretary shall be responsible for preparing accurate minutes of Society business meetings, and forwarding them promptly for publication in the Society's Newsletter.
  - b. The Secretary shall perform such other duties of a secretarial nature as may be required by the activities of the Society, or as delegated by the President.
4. Treasurer
  - a. The Treasurer shall have primary custody of the Society's bank account, and receive dues and any other income for deposit.
  - b. The Treasurer shall maintain accurate financial records of the Society's activities, including any and all bank accounts, income from dues, auctions, annual show sale commissions, and donations, and all disbursements.
  - c. The Treasurer shall provide a full accounting of the Society's financial activity annually, as well as providing any other reports as requested by the President.
  - d. The Treasurer shall maintain a list of membership dues paid, and provide this list to the Newsletter Editor as the basis for the Society's newsletter mailing list.

- e. The Treasurer shall work closely with the other officers, the Editor, Librarian, and Show and Sale Chairman to ensure the prompt payment of expenses and other obligations.

#### **Article IV: Elections and Terms of Office**

- A. Officers shall be elected biannually to serve a term of two-years.
- B. Elections of officers will alternate, with the President and Secretary being elected in Year 1, and the Vice President and Treasurer being elected in Year 2.
- C. Elections shall be held at the regular May business meeting each year, and the officer's term shall begin in June.
- D. The President shall form a nominating committee, who will solicit nominations to be presented to the membership at the April meeting. Members at the April and May meetings may make additional nominations from the floor.

#### **Article V: Membership.**

- A. Membership in the Society is open to any person who shares the interests of the Society, and who maintains that membership through the payment annual dues of \$10.00. This annual payment extends membership in the Society to any additional interested people in the member's household.
- B. Dues are payable at the first meeting of the year (February), with a grace period extending until the Annual Show and Sale. Members unpaid after that date will be removed from the roster. New members joining after September will have their membership credited through the following year.
- C. Membership benefits and rights include:
  - 1. The right to vote for officers of the Society.
  - 2. The right to vote on all questions and motions presented to the membership at business meetings.
  - 3. Monthly mailing of the Society Newsletter.
  - 4. Access to the Society Library.

#### **Article VI: Meetings.**

- A. Meetings will be held monthly, except in January.
- B. Meetings will take place on the first Sunday of the month, except when that date conflicts with major holiday weekends, such as the Fourth of July and Labor Day, when the meeting will be postponed to the following Sunday.
- C. Meetings will convene at 1:00 p.m.

#### **Article VII: Newsletter.**

- A. The Society shall publish a monthly newsletter, except in January when no meeting is held.
- B. The newsletter shall be the primary means of notifying the membership about the details of the monthly meeting, and include all necessary maps and directions to the meeting's location.
- C. An Editor shall be appointed by the President. The editor will be responsible for the newsletter's content, production and distribution. The Editor may recruit the help of any interested members for any of the tasks involved in publishing the newsletter.
- D. The Editor will make arrangements with the Treasurer to pay directly or reimburse the expenses incurred in publishing the newsletter.

#### **Article VII: Annual Show and Sale.**

- A. The Society will organize and present an Annual Show and Sale, which will be open to the public free of charge. This event will have three components:

1. A judged horticulture show of cacti and other succulents.
  2. Educational exhibits, lectures and workshops related to cacti and succulents.
  3. A sale with selected vendors of cacti and succulents and horticultural supplies, as well as the Society's sale of books, sale and auction of donated plants.
- B. The President will appoint an Annual Show and Sale Chairman. The Show and Sale Chair shall be responsible for:
1. Organizing the Society membership for the various tasks and areas of responsibility for the event.
  2. Making arrangements for the event's venue.
  3. Selecting vendors and negotiating the Society's commission on vendor sales.

**Article VIII: Library.**

- A. The Society shall maintain a Library of books and periodicals relevant to cacti and succulents and of interest to the membership.
- B. The President shall appoint a Librarian, who will have custody of the Library, and who will make it available to the membership according to established rules and guidelines.

**Article IX: Amendment.**

- A. These Bylaws may be amended by a two-thirds majority vote at a regular business meeting.
- B. Any proposed amendment shall be published in the Society newsletter in advance of the meeting at which it will be voted.

**Article X.: Effective Date.**

- A. These Bylaws supersede all previous Bylaws of the Connecticut Cactus and Succulent Society, and shall be effective upon their adoption at the regular business meeting held on November 7, 2004.