

Bylaws of the Northern Kentucky Herb Society

Amended: 7/14/2011



ARTICLE I. NAME

The name of this organization shall be the Northern Kentucky Herb Society.

ARTICLE II. PURPOSE

The purpose of this Society shall be to promote an interest in the history, folklore, and cultivation of herbs; and to provide education in the uses of herbs in the culinary arts, medicine, cosmetics, and handcrafts.

ARTICLE III. MEMBERSHIP

Section 1. Membership shall be open to all persons interested in the purposes of the organization.

Section 2. Members shall pay annual dues as determined by the Executive Committee.

Section 3. Members in good standing shall be entitled to one vote on those matters that require a vote of the membership.

ARTICLE IV. OFFICERS AND THEIR ELECTION

Section 1. The elected officers of the Society shall be President, Vice President, Secretary, and Treasurer.

Section 2. A Nominating Committee shall be selected by the Society to nominate candidates for the officers to be elected at the Annual Meeting in October. Additional nominations from the floor shall be permitted.

Section 3. The President and Secretary shall be elected in even numbered years; the Vice-President and Treasurer shall be elected in odd numbered years.

Section 4. All officers shall be elected for a two year term and may be re-elected for a second term.

Section 5. The President shall automatically become the immediate Past President on the expiration of the term of that office and shall remain a member of the Executive Committee until the next President is elected.

Section 6. Vacancy in an office shall be filled for the un-expired term on a recommendation of the Executive Committee.

Article V. MEETING OF THE MEMBERS

Section 1. General monthly meetings shall be held throughout the year for the purpose of the transaction of such business as may come before the meeting.

Section 2. Officers shall be elected at the October meeting and the newly elected officers shall be installed in January.

Section 3. A quorum shall consist of a majority of the members present.

Section 4. Special meetings of the Board may be called by the President and shall be called on the written request of three members of the Board, as needed.

ARTICLE VI. BOARD OF DIRECTORS

Section 1. Shall consist of the Executive Committee members and the Chairpersons of the Standing Committees.

Section 2. Shall be responsible for managing the affairs of the Society.

Section 3. Each member of the Board of Directors shall have one vote.

Section 4. A quorum of the Board of Directors shall be a majority of the Committee.

ARTICLE VII. DUTIES OF OFFICERS

Section 1. The President shall preside over all meetings of the Society; shall Appoint committee Chairpersons, with the exception of the Nominating Committee; shall approve expenditures signed by the treasurer; shall be an ex-officio member of all committees except the Nominating Committee; shall perform such other duties as required by the office.

Section 2. The Vice-President shall perform all duties of the president in the absence of the President; shall act as an aide to the President; shall act as program chairperson for the Society.

Section 3. The Secretary shall keep an accurate record of all Society matters transacted at meetings or otherwise; shall record the minutes of the Society; shall act as Membership Chairperson; shall perform all duties required by the office.

Section 4. The Treasurer shall keep an accurate record of all receipts and disbursements of the Society; shall give an accurate accounting of all funds and assets of the Society at each monthly meeting of the members; shall disburse Society funds in accordance with the Society's budgetary guidelines; shall file a monthly report with the President for the permanent record; shall prepare a yearly operating budget for the Society.

ARTICLE VIII. EXECUTIVE COMMITTEE

Section 1. Shall consist of the officers of the Society and the immediate past-president.

Section 2. Shall act for the Society between general membership meetings to coordinate the Society's activities.

Section 3. Shall present a yearly operating budget.

Section 4. A quorum of the Executive Committee shall be a majority of the committee.

ARTICLE IX. STANDING COMMITTEES

Section 1. Chairpersons of Standing Committees shall be appointed by the President with the approval of a majority of the Executive Committee; their tenure shall terminate with the installation of a new President.

Section 2. The Standing Committees shall be:

<i>A. Education</i>	<i>B. Fund Raising</i>
<i>C. Membership</i>	<i>D. Public Relations</i>
	<i>E. Long Range Planning</i>

Article X. MEETING OF THE BOARD OF DIRECTORS

Section 1. Meetings of the Board of Directors will be held on an as-needed basis, at the direction of the President.

Section 2. The presence, in person or by ballot, of two-thirds of the members of the Board of Directors will constitute a quorum at any meeting and is sufficient to pass a motion by majority vote.

Article XI. DISSOLUTION

In the event of dissolution of the Northern Kentucky Herb Society, the assets, in excess of outstanding debts, shall be distributed to such nonprofit, tax-exempt, charitable or educational organization(s) as the members of the Society may designate.

Article XII. PARLIAMENTARY PROCEDURES

The Northern Kentucky Herb Society shall be governed by the latest edition of Robert's Rules of Order, Newly Revised in all cases in which they are applicable, as long as they are not inconsistent with the by-laws of the Society.

Article XIII. AMENDMENTS

These bylaws may be amended at any meeting of the members by a two-thirds vote of all members present, provided the amendment has been introduced in writing, at a previous meeting and duly recorded.

(END)