

Magnolia Chapter of the Florida Native Plant Society Bylaws

1. MISSION

The mission of the Magnolia Chapter of the Florida Native Plant Society (FNPS) is the preservation, conservation, and restoration of regional native plants and native plant communities. The Magnolia Chapter provides information to the public, government officials, businesses, property owners, and educators and actively participates in the protection, management, and restoration of native plant ecosystems. This is accomplished through presentations, workshops, field trips, digital communications, funding, plantings, invasive plant removal, other activities, and collaboration with other organizations sharing the chapter's mission.

2. GENERAL INFORMATION

2.1 General Administrative Information

The Magnolia Chapter serves FNPS members assigned by the state organization. At least six chapter programs and field trips are to be held each year. The location and time of monthly meetings and events will be determined and announced by the Magnolia Chapter Board of Directors (BOD).

The Magnolia Chapter uses chapter officer postal and email addresses and phone numbers for correspondence. Information on chapter officers is posted on the FNPS website (www.fnps.org) and the chapter page (<http://www.magnolia.fnpschapters.org>).

2.2 General Financial Information

The Magnolia Chapter operates as a legal entity under Federal Employee Identification Number 56-2589490. The Magnolia Chapter is filed under the FNPS Group for IRS 501(c)(3) status as a Voluntary, Non-Incorporated entity and as such participates as a subordinate under the Group Exemption Letter (GEL) 501(c)(3) status of FNPS. The Magnolia Chapter is responsible for filing returns and paying any taxes due (sales, income, other) in accordance with State of Florida and federal law and is required to provide the annual documentation to the Society necessary to maintain its participation in the GEL.

2.3 Bylaws

The Magnolia Chapter operates under these and FNPS Bylaws. Any revisions to the bylaws must be consistent with the FNPS Bylaws and approved by 60% of the membership present at a properly noticed chapter meeting. The FNPS Bylaws are available at: (<http://www.fnps.org/assets/docs/docs/fnpsbylaws2014.pdf>).

2.4 Dissolution

If at any time the BOD determines that the chapter is not able to remain active, it should notify the FNPS President. Upon majority vote of the FNPS Board of Directors, the chapter will be dissolved. The chapter secretary should notify FNPS Membership Services about any members who may wish to be reassigned to other chapters.

3. CHAPTER MEMBERSHIP

3.1 Membership in the Magnolia Chapter is limited to members of FNPS.

3.2 Members are entitled to participate in all chapter activities, serve on the chapter Board of Directors, and vote on chapter officers and policies. Persons who are not

FNPS and chapter members may attend meetings, be on the chapter's communications lists, participate in volunteer activities, and join chapter field trips open to the public on fulfillment of volunteer requirements.

3.3 The Magnolia Chapter holds an annual meeting of the general membership. The membership elects the Board of Directors, proposes changes to the chapter bylaws, and hears any other business presented to it. Agenda items for the membership meeting are to be posted a minimum of 10 days prior to the meeting. BOD members are elected by a simple majority of the membership present.

4. CHAPTER ORGANIZATION

4.1 Operations of the Magnolia Chapter are delegated to the BOD, which consists of eleven voting members: President, President Elect, Secretary, Treasurer, Chapter Representative, Immediate Past President, and five at-large members. The roles and responsibilities of the chapter officers are established by the BOD and posted to the membership such as through the chapter website. The BOD will appoint up to three non-voting student members, one each from Florida A&M University, Florida State University, and Tallahassee Community College, to serve on the BOD.

4.2. The full BOD must approve the annual budget for the following calendar year. The BOD schedules activities and events and provides guidance to the President, Executive Committee, and Chapter Committees. The BOD meets at least once per year and as often as deemed necessary by the President. BOD business may be done through email, but all items needing voting must include responses copied to all BOD members. All voting must occur within 10 days after the request for a vote.

A quorum for a physical meeting shall consist at least six BOD members. A quorum for an email vote shall consist of at least eight BOD members. All motions require only a simple majority to pass.

4.3. The Executive Committee may perform functions of the BOD not requiring full BOD approval. It assists the Treasurer and the Budget Committee with the development of the annual budget. It makes expenditure decisions that must be made prior to the next full BOD meeting or that fall outside budgeted expenditures.

4.4. The President, President Elect, and Past President are to be nominated to serve terms of 2 years each and may not be re-elected for additional consecutive terms beyond the 2 years.

4.5. Other BOD members may be re-elected for consecutive-year terms. Each at-large member shall serve as chair or member of one of the chapter's committees.

4.6. If a member of the BOD, other than the President or President Elect, vacates their position, the Executive Committee will appoint an at-large member to fill the remainder of the term. If the Past President steps down, the Executive Committee may appoint any other Past President to fill that position.

If the President steps down during a term, the President Elect will serve the remainder of that term. If the President Elect steps down, the President will announce by email the election of a new President Elect to be held at the next chapter meeting. A minimum of 10 days must occur between the email announcement and the election.

4.7. Committees

The BOD will establish committees to support the functions of the chapter. The President appoints committee chairs. Non-board members may serve as committee chairs and non-voting members of the BOD. The rules and responsibilities of the committees are established by the BOD and posted to the chapter membership such as through the chapter website.

Adopted by a vote of members present at the annual membership meeting on May 1, 2014.