REVISED BYLAWS

Mount Lassen Chapter

California Native Plant Society

Adopted May 28, 2002

ARTICLE I. NAME

The name of the organization shall be the Mount Lassen Chapter of the California Native Plant Society.

ARTICLE II. PURPOSE

The purpose of the organization is the preservation and conservation of the native plants of California.

ARTICLE III. MEMBERSHIP

Section 1. Membership

Any person, family or group interested in the native plants of California is eligible for membership in the Chapter. Membership in the California Native Plant Society is a requirement for membership in the Chapter.

Section 2. Right of Members to Vote

Each member shall be entitled to one vote on any question requiring a vote of the membership. Any group may have a single membership and shall have one vote. The official voting delegate of this group shall be so designated in writing. A family membership shall have two votes.

Section 3. Meetings of the Membership

The members of the Chapter shall hold meetings at such times and places as they deem suitable, necessary or convenient to accomplish the purposes of the Chapter. There shall be at least six meetings annually (including field trips) as is required by the Bylaws of the California Native Plant Society.

Section 4. Quorum

Twenty (20) members of the Chapter shall constitute a quorum at any general meeting when business is transacted or elections are held.
ARTICLE IV. EXECUTIVE BOARD

Section 1. Members

The Executive Board shall consist of the elected Officers of the Chapter, the immediate Past President, the Delegate to the CNPS Chapter Council and Standing Committee Chairs.

Section 2. Duties

The Executive Board shall have the general power to administer the affairs of the Chapter and shall report its actions to the Chapter. Board members shall have a duty to attend all Board meetings.

Section 3. Quorum

A majority of the group composed of the Elected Officers and the immediate Past President shall constitute a quorum of the Executive Board.

ARTICLE V. ELECTED OFFICERS

Section 1. Elected Officers

The Elected officers of this Chapter shall be the President, Vice President, Secretary, Treasurer and the Board Members-at-Large. Elected Officers must be members of California Native Plant Society and shall be elected annually.

Section 2. Election of Officers

Nomination of Elected Officers shall be made by a three-member Nominating Committee, appointed by the Executive Board, for presentation at an October meeting of the Chapter. The Nominating Committee shall not include the President. Members shall be notified by mail of the slate of officers nominated. Elections shall be held at a November Elections Meeting of the Chapter. Nominations for Elected Officers may also be made from the floor at the November meeting, provided that consent has been obtained from the nominee. Except for the Treasurer, Elected Officers shall be limited to two (2) consecutive terms. Terms shall be for one (1) year, commencing January 1 of each year.

Section 3. Duties of the President

The President shall preside at all meetings of the membership and of the Executive Board, shall have the general supervision of the affairs of the Chapter and the Executive Board, shall serve as an ex officio member of all committees, except the Nominating Committee, and shall perform all such other duties as are incident to his/her office. The President shall serve as the Chapter Delegate to the CNPS Chapter Council, or, subject to Executive Board confirmation, shall designate an alternative Delegate. If an alternative Delegate is designated, the President shall notify the Secretary of the CNPS Chapter Council of the designation prior to the first meeting at which such alternative Delegate will serve.
Section 4. Duties of the Vice President

The Vice President shall exercise the functions of the President during the absence or disability of the President and shall have such powers and discharge such duties as may be assigned to him/her from time to time by the President or the Executive Board.

Section 5. Duties of the Secretary and Treasurer

The duties of the Secretary and Treasurer may be performed by a single individual, upon the recommendation of the Nominating Committee and approval by the membership of the Chapter.

Duties of the Secretary

The Secretary shall keep minutes of all business meetings of the Executive Board or of the membership, and shall give notice of all Executive Board meetings to its members. The Secretary shall prepare those documents as are needed by and authorized for the use of the Executive Board. He/she shall act as the general recipient of the correspondence directed to the Chapter. The Secretary shall keep files of all correspondence, and shall perform such other duties as may be prescribed by the President or by the Executive Board. The Secretary shall bring a copy of the Bylaws to all Board meetings and shall determine and record whether a quorum is present.

Duties of the Treasurer

The Treasurer shall keep and maintain account of the transactions of the Chapter including its assets, its liabilities, receipts and disbursements. The Treasurer shall deposit all monies and other valuables in the name of and to the credit of the Chapter with such depositories as may be designated by the Executive Board. He/she shall disburse funds of the Chapter as may be ordered by the Executive Board, shall render to the Executive Board, upon request, an account of the financial transactions and/or financial condition of the Chapter, and shall perform such other duties as may be prescribed by the President or by the Executive Board.

Section 6. Duties of Board Members-at-Large

A Board Member-at-Large shall be a general representative of the membership. Duties are those naturally accruing to members of the Executive Board. Additional duties may be arranged, as deemed appropriate, between the Board and the Board Members-at-Large.

Section 7. Vacancies

A vacancy in any elective office may be filled by a majority vote at a meeting of the Executive Board. An elected Officer thus elected to fill a vacancy shall hold office for the unexpired term of his/her predecessor and until a successor is elected by the membership.
Section 8. Records

Each elected Officer shall, upon expiration of his/her term of office, and upon election and qualification of his/her successor, deliver to said person the records of his/her office.

ARTICLE VI. COMMITTEES

Section 1. Standing Committees

As the need arises, the Executive Board shall appoint chairs for committees to assist in discharging the duties and functions of the Chapter. Such committees may include, but shall not be limited to, the following: Conservation, Education, Field Trips and Newsletter.

Section 2. Temporary Committees

The President may appoint such temporary committees as may be deemed necessary for the business of the Chapter.

ARTICLE VII. LIMITATION OF AUTHORITY

In the absence of express authorization of the Executive Board, no member of the Executive Board or Chapter member shall have the power to act or bind the Chapter in any manner.

ARTICLE VIII. AMENDMENTS

New Bylaws may be adopted or these Bylaws may be amended or repealed by the Executive Board after prior notice of the proposed action in the Chapter newsletter.

ARTICLE IX. PARLIAMENTARY PROCEDURE

The authority for parliamentary procedure in the conduct of meetings of this Chapter shall be “Robert’s Rules of Order.”