

## **BYLAWS OF THE SUNSET CHAPTER OF AMERICAN HIBISCUS SOCIETY**

### **ARTICLE I NAME**

Section 1. The name of this organization shall be Sunset Chapter of American Hibiscus Society.

Section 2. It shall be a non-profit organization conducted primarily for educational purposes.

### **ARTICLE II PURPOSE**

Section 1. The purposes of this organization shall be:

- A. To encourage the planting and growing of better Hibiscus and to help in identification.
- B. To hold an Annual Hibiscus Show.
- C. To assist in the registration of new colors and varieties.
- D. To encourage hybridizing, grafting and propagation.
- E. To educate the public in the appreciation and beauty of Hibiscus, and the great satisfaction that new varieties produce.
- F. To cooperate fully with the American Hibiscus Society.

### **ARTICLE III ACTIVITY**

Section 1. The purposes for which this Chapter of American Hibiscus Society is organized are exclusively charitable, scientific and educational within the meaning of section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States Internal Revenue law.

Section 2. Notwithstanding any other provision of these articles, this organization shall not carry on any activities not permitted to be carried on by an organization exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States Internal Revenue law.

Section 3. Upon dissolution of this Chapter, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue code, or corresponding section of any future tax code, or shall be distributed to

the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principle office of the chapter is then located, exclusively for such purposes, or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

Section 4. No part of the net income of the Chapter may, under any circumstance, inure to the benefit of any officer, director, member, private shareholder or other individual.

## **ARTICLE IV**

### **MEETINGS**

Section 1. The regular business meeting of this organization shall be held once a month, time designated, unless otherwise designated with ample notice to the membership.

Section 2. Special meetings may be called by the President or at the request of the majority of the Board of Directors.

Section 3. The regular meeting in the month of December shall be designated as the Annual Meeting.

Section 4. Ten percent (10%) of the membership in good standing shall constitute a quorum at a monthly regular business meeting.

## **ARTICLE V**

### **MEMBERSHIP**

Section 1. All persons interested in Hibiscus may become members of the Sunset Chapter of the American Hibiscus Society.

Section 2. Members of the Sunset Chapter in good standing shall have such rights, privileges and duties as shall be prescribed in these by-laws.

Section 3. Each member of the Sunset Chapter is automatically enrolled as a member of the American Hibiscus Society, as long as the Chapter is affiliated with the American Hibiscus Society, a non-profit corporation having perpetual existence.

## **ARTICLE VI**

### **TERMINATION OF MEMBERSHIP**

Section 1. A member shall be terminated for non-payment of dues.

## **ARTICLE VII** **DUES**

- Section 1. Annual Chapter membership dues shall be ten dollars (\$10.00), single or family, in addition to the dues charged by National.
- Section 2. Dues become payable in full in the month of June, (Chapter Treasurer must report and send yearly dues to National Treasurer on or before the end of July).
- Section 3. Members joining after December, dues pro-rated to half a year.

## **ARTICLE VIII** **OFFICERS**

- Section 1. A Nominating Committee shall be composed of three (3) members appointed by the President at the September regular business meeting.
- Section 2. The Nominating Committee shall present the slate of officers and Board Members at the Annual Business Meeting in December. At this time nominations may be made from the floor.
- Section 3. All candidates for office shall be members of AHS in good standing for at least one (1) year.
- Section 4. No member shall be elected for more than a one (1) year term, but an officer will be eligible for re-election.
- Section 5. Chapter officers shall be elected and installed at the December meeting each year. Election shall be by a majority vote of the members present.
- Section 6. The elective officers of this organization shall be:
- A. President
  - B. Vice-President
  - C. Secretary
  - D. Treasurer
  - E. Members of Board of Directors (4) (See Board of Directors- Article IX, Section 6)
- Section 7. The newly elected officers and elected members to Board of Directors shall assume their duties following the Installation Service in December.

## **ARTICLE IX**

## DUTIES OF OFFICERS

### Section 1. President

- A. Shall preside at all meetings of the organization.
- B. Shall appoint chairmen of all standing Committees, shall appoint special committees, Shall be ex-officio member of all committees with the exception of the Nominating Committee.
- C. Shall be Chairman of Board of Directors.
- D. Should attend Board Meetings of the American Hibiscus Society and make a progress report of activities of the Sunset Chapter. A report shall be given of this meeting at the next chapter monthly business meeting.
- E. Shall appoint a Nominating Committee consisting of three (3) members at the October regular business meeting.
- F. Shall appoint, with the approval of the Board of Directors, a member to fill any vacancy which may occur in any office.

### Section 2. Vice-President

- A. Shall preside at Chapter business meeting in the absence of the President.
- B. Shall assist the President whenever requested.
- C. Shall be Membership Chairman and work to increase the Chapter's membership.
- D. Shall introduce all new members and guests at every monthly regular business meeting.

### Section 3. Chapter Secretary

- A. Shall keep a correct record of all minutes of the meetings of the organization as well as minutes of the Board of Directors meetings.
- B. Shall see that all members are notified of all meetings.
- C. Shall keep all correspondence in the Chapter's file for five (5) years.

### Section 4. Treasurer

- A. Shall collect all dues from the membership and shall receive all other monies of this organization.
- B. Shall issue membership cards to each member upon receipt of dues. A membership card and a copy of the by-laws will be given to all new members.
- C. Shall keep accurate records of receipts and expenditures.
- D. Shall present a financial report at each regular business meeting and provide a copy to the President.
- E. Shall deposit all funds in a bank to the account of the Sunset Chapter of the American Hibiscus Society, said bank to be approved by the Board of Directors.
- F. Shall present the financial records for audit at the end of each fiscal year, in accordance with Robert's Rules of Order, Revised.
- G. Shall pay all authorized bills approved by a majority of the members in attendance at a regular meeting.
- H. Shall pay all assessments made by the American Hibiscus Society in accordance with regulations set by the American Hibiscus Society.

- I. Shall advise Secretary of all new memberships & terminations.
- J. Shall send a record of new members and terminations to the American Hibiscus Society Treasurer on a monthly basis.

Section 5. Board of Directors

(Consists of all elected officers, four (4) elected members to the Board of Directors and the immediate Past President if able to serve.)

- A. Shall appoint a Committee of two (2) members (non-officers) to audit the records of the Treasurer before the Annual Business Meeting in December. A written report of this audit shall be presented at the Annual Business Meeting in December.
- B. Shall recommend to the membership any expenditures they feel necessary to further the interest of Hibiscus in the community.
- C. Shall recommend to the membership Annual Hibiscus Show Funds for the coming year. This recommendation to be made at least three (3) months before the date of the Annual Hibiscus Show.
- D. Shall be responsible for recommending items relevant to the betterment of the Sunset Chapter and Hibiscus to the membership.

## **ARTICLE X**

### **COMMITTEES**

Section 1. Standing Committees

- A. Show
- B. Publicity

Section 2. Special Committees are those made necessary at the time for any activity that might arise for the welfare of the Sunset Chapter.

Section 3. Membership (See duties of the Vice-President, ARTICLE IX, Section 2C)

Section 4. Program

- A. Committee consisting of three (3) members appointed by the President. The President is to be Chairman of the Program Committee.
- B. Shall provide the programs for the monthly regular business meetings.

Section 5. Nominating (See ARTICLE VIII, Section 2)

Section 6. Auditing (See ARTICLE IX, Section 6-A)

Section 7. Bylaws

- A. Committee of three (3) members to be appointed by the President when the membership feels a change in the Bylaws is necessary.
- B. Committee is to follow Robert's Rules of Order, Revised.

**ARTICLE XI**  
**PARLIAMENTARY AUTHORITY**

Section 1. Robert's Rules of Order, Revised shall be the parliamentary authority for all matters of procedure not specifically covered by Bylaws or by special rules procedure adopted by this organization.

**ARTICLE XII**  
**AMENDMENTS**

Section 1. These Bylaws may be amended at any regular business meeting by a two-thirds vote of the members present, provided that the membership has been notified and that the Bylaws Committee present the amendments for consideration and presented to the membership for two (2) consecutive meetings.

Section 2. Amendments shall not conflict with the Bylaws of the American Hibiscus Society.

**STANDING RULES**

1. CHAPTER RECORDS: Maintained for a five (5) year period by the Secretary.
2. INSTALLATION: The out-going President shall make arrangements for the installation of new officers at the Annual Meeting in December.
3. REPORT: President shall prepare a report for presentation at the Annual Meeting in December.

Bylaws of Record, dated March 13, 1980

Amended:

May 1981  
March 1984  
March 1988  
July 1996  
March 2002  
September 2010  
March 2018  
Prepared by G. McClain