

**Bylaws: Revised**  
**VINTAGE GARDENERS**  
Club Bylaws

## **Article I – General**

Section A – Organization Official Name:

- Vintage Gardeners

Section B – Organization Purpose:

- The purpose of this club is to develop programs and activities that will be of interest to the Sunflower Community Gardeners;
- To establish and encourage mutual support among members through friendship and social gatherings;
- To provide community service to the Sunflower Association; and
- Identify social service projects within the Town of Marana.

Section C – Sunflower Community Association:

These bylaws will fully comply with the Sunflower Community Association's (SCA) bylaws, and club rules, regulations and procedures. In the event of a conflict between these bylaws, the government documents of the SCA shall prevail.

Section D – Arizona Statutes:

This organization shall be operated as a nonprofit Association in accordance with Arizona statutes, and the bylaws of the SCA.

## **Article II – Membership**

Section A– Membership Requirements:

Membership shall be open to all members in good standing of the SCA.

Section B – Membership Precondition

There will be no precondition for membership, nor will members be required to join any national, state, or regionally affiliated organization.

### Section C - Guests:

Guest privileges are specified in the rules, regulations, and procedures. Refer to Charter club rules and regulations.

### Section D - Dues:

Amount of dues will be determined annually on the recommendations of the club board and approved by a majority vote of the club members attending the meeting after a quorum has been established.

### Section E – Disciplinary Actions:

- First offense – a written warning from the club.
- Second offense – a short term suspension by the club.
- Third offense – a longer term suspension by the club.
- Fourth offense – termination recommended by the Activity Director to the Sunflower Board of Directors (BOD).

A club may recommend membership termination at any stage of the disciplinary process depending on level of violation. Any temporary suspension will remain in effect until the BOD makes a final determination. Any suspended or terminated club member has the right to appeal to the Board of Directors.

## **Article III – Club Board**

### Section A – Officers

- The club board shall consist of, at a minimum, a chairperson, vice-chairperson, secretary and treasurer.

Newly elected or appointed officers, within 24 business days of taking office, shall read and understand the Association Charter Club Rules, Regulations and Procedures. Submit “CC-5” new club officer form to the Activity Director.

### Section B – Voting

- The club board must be elected by a majority vote of the club’s membership at the club’s annual meeting after a quorum is established and shall serve without compensation. An officer cannot serve as an independent contractor; however, an officer may volunteer instructional services.

### Section C – Terms in office and responsibilities of officers

- Term in office shall be for a twelve (12) month period beginning in January through December.
- Chairperson (liaison to the Sunflower Association General Manager)

- Vice Chairperson/Program Coordinator(s)
- Secretary
- Treasurer

#### Section D – Other

- Should an officer vacancy occur during the calendar year, a replacement shall be selected by a vote of the remaining elected officers.

## **Article IV – Meetings**

Section A – Frequency of meetings. At a minimum, there will be two (2) General Membership meetings conducted each calendar year.

Section B – Minutes will be taken by the secretary to document all business sessions, and approved by the club chair. Minutes, as well as other pertinent administrative records, will be retained for a period of three (3) years.

#### Section C – Voting and quorum requirements

- Quorum for club board meetings shall be 50% + 1.
- Quorum for general membership meetings shall be 25%.
- Roberts Rules of Order shall be used for parliamentary procedure.

## **Article V – Financial**

Section A – Financial records will be retained for a period of seven (7) years.

Section B – Expenditure of club funds by other than a vote of the general membership shall be limited to \$150.00.

Section C – Financial records must be audited on a yearly basis by individuals other than those elected to the club board. The results of the report of audit will be presented to the general membership and duly recorded in the applicable minutes of such meeting. A copy will be provided to the Activity Director.

#### Section D – Other

- The treasurer shall maintain the club's checkbook and balance the account.
- Check signing authority shall be delegated to the club Treasurer, Chairperson and Secretary.
- Single (1) signature required on checks.

## **Article VI - Committees**

Section A – Committees may be elected by the general membership or appointed by the club board. Chair for committees to be selected by committee members.

## **Article VII – Amendments**

Amendment to the bylaws of this club requires a 25% vote of the membership. Procedures for filing amendments are as follows:

- The Activity Director shall review the proposed amendments prior to submittal to the club membership.
- Proposed amendments shall be well publicized to the membership one-month prior to the vote.
- A complete revised set of the club’s bylaws will be submitted to the Activity Director for approval prior to implementation.

## **Article VIII – Dissolution**

Prior to club dissolution, all property and assets shall be turned over to the Sunflower Community Association. In the event that incurred debts are not satisfied by club assets, members may be held liable.

The undersigned applicants(s) hereby apply for a Club Charter pursuant to the foregoing application and have attached the initial membership roster and club bylaws.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_

Sondra Prather, Secretary

\_\_\_\_\_

Elaine Marros, Chairperson

APPROVAL

The foregoing application and the attached Bylaws are hereby approved and the Charter is hereby granted, subject to the Charter Club rules and procedures and subject to paragraph 10 of the application.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

SUNFLOWER COMMUNITY ASSOCIATION, INC.

By: \_\_\_\_\_

Ralph Perillo, President

By: \_\_\_\_\_ Seal:

Sharon Nelson, Secretary