

**Flower Mound Garden Club Bylaws**  
**Adopted 2015, Updated September 2025**

**Article I- Name**

The name of this non-profit organization shall be Flower Mound Garden Club, hereafter known as "FMGC".

**Article II-Objective**

The objective of the club shall be to promote an interest in gardening, spread beauty, educate children on productive gardening, and stimulate and foster civic pride.

**Article III-Membership**

Section 1. FMGC is open to all interested persons and does not discriminate. An active member in good standing is one whose dues are paid for the current fiscal year and is entitled to one vote on all club matters. Annual membership is based on the fiscal year.

Section 2. Members are required to pay dues by the last meeting of the current fiscal year.

Section 3. Honorary membership may be conferred upon members who have shown outstanding leadership over extended time to help expand the club's goals. No dues are required and will be conferred upon the recommendation of the Executive Board.

Section 4. The membership roster of FMGC shall not be used by a member or given to anyone for advertising, solicitation, or political purposes.

**Article IV- FMGC Club Finances**

Section 1. Fiscal year shall begin on the 1st day of June and end on May 31.

Section 2. Annual membership dues shall be set by the Executive Committee. Dues are payable April 1 and delinquent if not received by May 31.

**Article V- Officers and Duties**

Section 1. The elected officers shall be President, Vice President of Membership, Vice President of Programs, Vice President of Gardeners on the Go, Vice President of Hospitality, Secretary, and Treasurer. These officers shall constitute the Executive Board.

Section 2. All officers shall be elected at the April meeting and installed at the May meeting and serve a 1-year term.

Section 3. The president shall be limited to 2 terms. All other officers may serve two terms with a 1-year extension.

Section 4. The Executive Board shall consist of all the elected officers. This committee shall transact the general business of FMGC, consider questions of policy, and present recommendations to FMGC for action. The Executive Board shall determine the budget.

Section 5. Any vacancies in officers will be filled by the Executive Board.

Section 6. Duties of the President. The president shall preside at all general meetings, shall hold executive board meetings as necessary. The president shall be an ex-officio member of all committees, except the nominating committee.

Section 7. Duties of the Vice Presidents.

- a. Vice President of Membership shall serve as the Membership chairperson, shall keep a roll of current members.
- b. Vice President of Programs shall coordinate programs for general meetings and preside over meetings in the absence of the president
- c. Vice President of Gardeners on the Go shall coordinate daytime monthly outings in the DFW area of garden related interest.

Section 8. Duties of the Secretary. The secretary shall keep minutes of the general meetings and forward to the President within one week.

Section 9. Duties of the Treasurer. The treasurer shall receive all monies and pay all outstanding accounts due. The treasurer shall make a financial report at each monthly meeting.

Section 10. At the last meeting of the club year, each officer shall give an annual written summary of the committee's work.

Section 11. Approved March 2025: Nominating Committee Duties:

In the month of November, the Executive Board shall select a Nominating Committee Chairperson. The remaining two members of the Nominating Committee shall be elected by the membership at the January meeting. No member may serve on the Nominating Committee in two consecutive years.

The Committee Chair shall call a committee meeting which shall be held on or before February 15th.

The slate shall be presented at the March general meeting.

Elections shall take place at the April general meeting.

The nominated candidate receiving the greatest number of votes for each office shall be declared elected.

New officers shall be installed at the May meeting and take office effective June 1st.

### Nominating Guidelines:

All officers or candidates for office must be active members in good standing of Flower Mound Garden Club.

The Committee shall nominate one candidate for each office, and, after securing the consent of each person so nominated, shall immediately report their nominations to the Secretary in writing.

Chair shall request copies of pertinent job descriptions from President. Each candidate will be emailed a copy of the current job description for the position.

Upon receipt of the Nominating Committee's report, the Secretary/President shall publish in the Club's Newsletter prior to the March meeting the candidates so nominated.

No person may be a candidate for more than one position

The Nominating Committee Chair shall announce the slate at the March General Meeting, where the President shall request additional nominations from the floor by any member in attendance provided any person so nominated does not decline when his or her name is proposed, and provided further that if the proposed candidate is not in attendance at this meeting, his or her nominator shall present to the Secretary a written statement from the proposed candidate signifying his or her willingness to be a candidate.

## **Article VI- Meetings**

Section 1. Regular meetings of the club shall be held each month September through May.

Section 2. The President may call special meetings when needed.

Section 3. A majority of active members present shall constitute a quorum, providing all members have been notified.

## **Article VII-Elections**

Section 1. Elections shall take place at the April meeting. New officers will be installed at the May meeting. Each retiring officer shall turn over all information pertaining to that office by June 30. The President will supply each officer with a written list of specific duties.

Section 2. Additional nominations may be made from the floor.

Section 3. The method of voting shall be left to the club.

## **Article VIII- Amendments**

Amendments to the bylaws may be made by a two thirds (2/3) vote of all active members present after the proposed amendment has been submitted in writing at a previous meeting, by email, or newsletter at least one week prior to any general meeting. Standing rules may be approved, altered, amended or repealed by a majority vote at any general meeting.

## **Article IX–Membership and Guest Policy**

### **Section A: Members-Only Club**

FMGC is a members-only organization. Membership is required to access the full privileges and benefits of the club, including participation in meetings, events, and use of club resources.

### **Section B: Guest Attendance**

Guests may be invited to club events, meetings, or gatherings at the discretion of the Executive Board. The Club reserves the right to limit guest access or deny entry to any guest at any time, for any reason, without explanation. Guests are expected to adhere to all club rules and policies during their visit. A nominal participation fee may be charged to guests depending on the nature of the program.

## **Flower Mound Garden Club Standing Rules Adopted 2015, Updated 2025**

1. The general meeting of the club shall be held on the second Tuesday of the month, except as otherwise scheduled by the Executive Board.
2. The Meeting will allow for social time beginning at 6:15pm, with the business program beginning at 6:45pm and the general meeting to begin at 7pm.
3. Each committee chair is responsible for staying in budget. Requests for reimbursement are to be submitted to the Treasurer with the reimbursement form and receipts. Any expenses submitted after 60 days will not be reimbursed.
4. The President will furnish Policy, Duties, and procedure forms to all committee chairs.
5. Fees for FMGC functions that require advance payment will not be refunded if a member is unable to attend.
6. In the event of the death of a FMGC member/spouse/child, a \$25 donation shall be made to the Flower Mound Public library for a gardening book.

7. Current standing committees include, but are not limited to: Service Project, Workshops, Fundraiser, Sunshine, Special Meetings, Website, Publicity, Gardeners On The Go, and Hospitality.
8. All speakers for FMGC meetings must be garden related and not connected with any political campaign of any kind.
9. Membership dues are \$30 per fiscal year, June 1 through May 31. Members who join in January shall be assessed a fee of \$15 for the remainder of the year (January-May).