

Saskatchewan Orchid Society

Constitution

April 9, 1998

Reviewed & Approved with membership, April, 2009

ARTICLE 1

The organization is called the 'Saskatchewan Orchid Society' (S.O.S.). It is a non-profit organization established by a group of founding members on March 6, 1983 as follows: M. Swartz, G. Seguin-Swartz, E. Cairns, S.Barber, D. Barber, G. Rakow, R. Rakow, S. Leach, K.K. Tway, Y.Y.Zaw-tun, M. Ariyaratne, P. Ariyaratne.

ARTICLE 2 *Objectives*

The objectives of the society shall be:

- a) to encourage and promote interest in the cultivation of orchids in Saskatchewan;
- b) to encourage the conservation of orchids;
- c) to hold regular general meetings for the benefit, advantage, and enjoyment of its members;
- d) to produce a Society Newsletter;
- e) to do all such other things as are conducive or incidental to the attainment of the above objects or any of them;
- f) to maintain a website.

ARTICLE 3 *THE EXECUTIVE*

Officers of the Society shall be: President, Vice-president, Secretary, Treasurer, Newsletter Editor, American Orchid Society Representative, Librarian, Past-president, and such other officers as are deemed necessary by the Executive from time to time, and approved by the membership at a general meeting.

3A *THE PRESIDENT*

The duties of the President shall be:

- a) to preside at all S.O.S. meetings;
- b) to call all meetings;
- c) to supervise and coordinate the affairs of the S.O.S.;
- d) to present a report at the Annual Meeting.

3B *THE SECRETARY*

The duties of the secretary shall be:

- a) to keep minutes of all meetings of the S.O.S.;

- b) to conduct all correspondence as directed by the Executive;
- c) to collect and handle all mail on a timely basis;
- d) to maintain a current membership list

3C

THE TREASURER

The duties of the Treasurer shall be:

- a) to keep accurate records of all receipts and expenditures;
- b) to collect all membership dues and other monies received by the society, and deposit same in the appropriate bank account of the S.O.S. as instructed by the Executive;
- c) to pay all accounts on behalf of the Society;
- d) to be prepared to give details of the current financial position at every meeting;
- e) to submit an annual review, which, on approval of the Executive, shall be made available to the membership.

The signatures of the Treasurer and two other Executive members holding offices designated in Article 3 shall have signing authority on behalf of the Society. The financial year shall run from September 1 to August 31st.

3D

THE NEWSLETTER EDITOR

The duties of the Newsletter Editor shall be:

- a) to prepare, edit and issue newsletters.

3E

THE A.O.S. REPRESENTATIVE

The duties of the A.O.S. Representative shall be:

- a) to order and present all programs and to return the borrowed material to the A.O.S. headquarters;
- b) to advertise for meetings.

3F

THE VICE-PRESIDENT

The duties of the Vice-President shall be:

- a) to assume the duties of the President in his/her absence.

3G

LIBRARIAN

The duties of the Librarian(s) shall be:

- a) to maintain Library holdings;
- b) to make Library items available to members at meetings and upon request.

3H

PAST PRESIDENT

The duty of the Past President shall be to act as a resource for the Executive.

WEB MASTER

The duty of the Web Master shall be:

- a) to prepare, edit and maintain the website.

ARTICLE 4

COMMITTEES

The Executive shall recommend, for approval at a general meeting, such standing and ad hoc committees as it deems necessary.

ARTICLE 5

QUORUM

- a) For a General Meeting the quorum shall be 15 members in good standing
- b) For an Executive Meeting the quorum shall be 7 executive members in good standing.

ARTICLE 6

MEETINGS

An Annual General Meetings shall normally be held in April of each year. At least 10 days written notice shall be given to members regarding the Annual Meeting. Other general meetings may be held as determined by the executive with at least 10 days written notice to the membership.

ARTICLE 7

ELECTIONS

Elections shall be held at the Annual Meeting. Nominations for the Executive shall be accepted in writing, or from the floor at the Annual General Meeting. A former officer may seek re-election.

All Executive positions shall be for 1 year terms.

ARTICLE 8

CONTINUITY

Each new Executive shall honour the commitments of the past Executive or request a change by giving notice to the membership. A decision regarding the change requests by the new Executive shall be voted upon by the membership at the next general meeting.

ARTICLE 9

MEMBERSHIP FEES

Membership fees shall be set by the Executive, but shall require confirmation by the membership at the next Annual General Meeting.

ARTICLE 10

MEMBERSHIP

- a) Membership shall be open to all interested persons upon receipt of annual dues. The executive, in exceptional circumstances, shall have the discretion to refuse membership. The annual membership dues shall be for a 12 month period ending at the May General Meeting. Members who join mid year and pay prorated dues have memberships that expire at the May General Meeting.
- b) Any member who, in the opinion of the Executive, has acted in a manner seriously prejudicial to the interests of the Society may have his/her membership terminated, or suspended for a period not exceeding 12 months, at the discretion of the Executive, provided such member shall have the right to be heard and a right of appeal to a general meeting, which may confirm, vary or revoke the Executive's decision. Voting on this issue shall both in the Executive and at the general meeting be by secret ballot. At least 21 days' written notice of any such proposal shall be given to all persons entitled to vote and to the member concerned, giving particulars of the acts which are the subject of complaint.
- c) A member whose membership is terminated as above shall not be eligible to rejoin the Society for at least 2 years from the date of the termination, and without the express permission of the Executive.

ARTICLE 11

BYLAWS

The Executive may establish bylaws as it deems necessary, submitting them for confirmation by the membership at the next general meeting.

ARTICLE 12

AMENDMENT

This Constitution may be amended by a 3/5 majority of members present at a general meeting. Membership shall be provided with written notice 21 days in advance of the meeting.

***Bylaws of the
Saskatchewan Orchid Society***

1. *Plant and material purchases*

At general meetings, members in good standing have the right to purchase new club plants, resource materials and raffle tickets when and if available. Guests shall have the option to buy club plants, resource material and raffle tickets only upon invitation by the Executive.

2. ***Plant sales***

Commercial orchid growers wishing to sell plants or merchandise at a general meeting shall be required to obtain written permission from the Executive 3 weeks prior to the general meeting. Members may sell their orchids at general meetings subject to a 10% fee for the S.O.S. The Executive shall have the right, in exceptional circumstances, to limit the number of plants offered for sale by any member.

3. *Members of related organizations*

Visiting guests who are members of the Canadian Orchid Congress, the American Orchid Society or related organizations shall be afforded membership privileges as stated in 1 above.

4. *Library*

Only members in good standing shall have the privilege of borrowing library books. Library books shall be due at the next general meeting. The Executive shall have the right to limit the number of books borrowed.

5. *Honorary Lifetime Membership*

An Honorary Lifetime Member will have made significant contribution to the Saskatchewan Orchid Society through the provision of distinguished, long-term service to the Club. Written nominations for Honorary Members are to be made to the Club Executive.

The Executive will make the final decision concerning the designation of Honorary Member.

Any current member of the Executive is not eligible to be an Honorary Member but once an Honorary Member, that member may again serve on the Executive. Annual membership fees will be waived for Honorary Members.