



The Mahonia

*The Official Newsletter of the
Oregon State Federation of Garden Clubs, Inc.*

MEMBER NATIONAL GARDEN CLUBS, INC.
& PACIFIC REGION GARDEN CLUBS, INC.

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From the President's Desk

Greetings to All of our OSFGC Members!

This year, we will have our 96th Annual Convention on Zoom. We have enough Zoom capacity to accommodate 1,000 members, so I hope many of you will take advantage of the opportunity to hear our National Garden Club President, Brenda Moore, our 1st Vice President, Donna Rouch, and our own Pacific Region Director, Carol Norquist, when they speak on Monday, June 17, after the Opening Ceremony. Monday's events begin at 12:30pm.

Tuesday will be devoted to our OSFGC business. We will start at 6:30pm. Each club can elect two delegates. It is customary for one of these to be the club President.

By starting later, we hope to accommodate different schedules and encourage our members who work to attend or even volunteer to be a delegate.

THE CREDENTIALS COMMITTEE

We will do things differently this year since we will not have a "Host District" for the upcoming Convention. Darby Walker will be the person you contact with the Delegate and Alternate information we need for the Convention Records.

Club Presidents are responsible for sending Darby Walker the names of the elected delegates and alternates. Her email address is darbyfornow@gmail.com. Please send that information to Darby no later than Saturday, June 1. This information will help us know if we have a quorum for each business meeting.

This information is separate from the Registration Form, and is to be sent by the Club Presidents.

Thank you for your cooperation!

(continued on next page)



From the President's Desk

We will be working on bylaws changes. You will see the proposed changes and the reasoning for the changes on the coming pages. We need a quorum for those votes, please plan to attend.

Reports will be handled a little differently than we're used to. All of your reports will be emailed to Darby Walker, our OSFGC Recording Secretary, and a copy also needs to be sent to the *Mahonia* Editor, Leanna Woodall. District Directors need to send me a copy of their report by Monday, May 22. I will look them over and choose a few to present at the Convention. The others will be added to the *Mahonia*.

Most Committee Reports will go directly to the *Mahonia* and Darby. A few will be read at the Convention. They include Penny Pines, Blue Star/Gold Star Markers, Promise Trees, Nominations, and the Wheelchair Project.

I expect to see reports from all of the Committee Chairpersons. Include your accomplishments from 2023-2024.

This issue includes a registration form. Please fill it out and return it to Tiffany Olley as soon as you can. She needs to send each participant a Zoom link for each day's meetings (it's a lot of work!). We are asking for a \$10 donation for each participant. The donation will help pay for the extra Zoom capacity, and any leftover funds will go into the convention-dedicated account for future use.

I have thoroughly enjoyed attending your District Meetings this year. In June, I hope to see many of my garden club friends on Zoom.

Carolyn Olley

OSFGC President

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Proposed Changes to the OSFGC Bylaws

OSFGC BYLAWS (Last amendments were made on 6/14/22)

The 2024 Bylaws Committee, consisting of the Parliamentarian as Chair and members of the Executive Committee as the Committee Members, request the Delegates of the 2024 Convention to consider the following proposed amendments to the OSFGC Bylaws.

Proposed amendments are noted in red. The new wording is in bold red print and the deleted wording is in standard red print with a line through it. A Note in blue print explains the reason for the proposed change.

Amendments (per Article XVI) will require a two-thirds vote of convention delegates present and voting to effect a change, provided at least forty-five days' notice prior to the Convention has been given. If the required notice has not been given in a timely manner, amendments may only be made by a unanimous vote of the delegates who are present and voting.

ARTICLE I NAME

The name of this nonprofit corporation shall be The Oregon State Federation of Garden Clubs, Incorporated, hereinafter referred to as OSFGC.

ARTICLE II OBJECTIVES

Section 1 The objectives and purposes for which OSFGC is organized are as contained in the Amended Articles of Incorporation, and:

- a. To coordinate and further the interests and activities of member clubs and bring them into closer relations of mutual helpfulness.
- b. To aid in the protection and conservation of natural resources, to promote civic beauty, and to encourage the improvement of roadsides and parks.
- c. To aid worthy Oregon students in pursuing the fields of horticulture, conservation, forestry, and landscape design.
- d. To study and advance the fine arts of gardening, landscape design, floral design, conservation, and horticulture.
- e. To cooperate with other organizations in the furtherance of the foregoing objectives, and in such activities as may be determined by the Board of Directors; and
- f. To be organized exclusively for charitable, educational, and scientific purposes, including the making of contributions to organizations that qualify as exempt under Section 501 (c) (3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.
- g. No part of the net earnings of the Organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda or otherwise attempting to influence legislation, and the organization shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt for federal income tax under Section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code, or corresponding section of any future federal tax code.
- h. Upon the dissolution of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of Section 501 (c) (3) of the Internal Revenue

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Code, or the corresponding section of any government or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the corporation 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 the purposes.

Section 2 In furtherance of said objectives and purposes, the activities of the Corporation shall be restricted so that no part of the net earnings of the Corporation shall inure to the benefit of its members. The Corporation shall not carry on any activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501 (c) (3) of the Internal Revenue Code, or (b) by a corporation to which contributions are deductible under Section 170 (c) (2) of the Internal Revenue Code. Upon dissolution of the Corporation assets shall be distributed for one or more exempt purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code.

ARTICLE III CORPORATE SEAL

The corporate seal shall be circular in form and shall have inscribed upon it the following: The Oregon State Federation of Garden Clubs, Inc., Corporate Seal of Oregon. It shall be affixed by authority of the President to official documents.

ARTICLE IV MEMBERSHIP

The membership of OSFGC shall consist of two classes: 1) Voting membership; and 2) Non-voting membership.

Section 1 Voting Membership

Garden clubs federated with OSFGC whose dues have been paid in accordance with Article V are entitled to voting and discussion privileges at the annual meeting (See Article IX, Section 4).

Section 2 Non-voting Membership

Non-voting membership shall consist of three classes: 1) Affiliates (plant, horticultural societies, and arranger's guilds); 2) Youth Gardeners; and 3) Judges' Councils. Non-voting members shall be assigned to a District for the purpose of promoting two-way communication, will receive an OSFGC Directory, are encouraged to write articles for The Mahonia, may attend District and OSFGC Convention meetings, but shall be ineligible to debate or hold office. 6/15/2021

Section 3 Any Oregon garden club, affiliate, or youth organization having one or more of the objectives of the Federation, shall be eligible for membership providing no sectarian, racial, or political test for membership is required.

- a. Club membership applications, endorsed by the pertinent District Director, shall be sent to the OSFGC Membership Chair, and accompanied with dues and a typed list of names and addresses of officers and members in accordance with Article V.
- b. State Life Membership is an honor and may be a gift from the club, district, or individual (including self-purchased). Clubs are not relieved from paying state dues for their state life members.
- c. Youth gardeners shall be sponsored by an adult federated garden club, and the leader shall be a member of the sponsoring club. Dues shall be forwarded to the OSFGC Treasurer.
- d. Affiliates shall enjoy all Federation privileges except holding office, receiving state awards, voting and insurance coverage. Application for affiliate membership shall be sent to the OSFGC Membership Chair.
- e. Federated garden clubs **in Oregon** are automatically members of a geographical district, **the Oregon State Federation of Garden Clubs**, the Pacific Region **Garden**

Proposed Changes to the OSFGC Bylaws

Clubs, and the National Garden Clubs, Inc. (NGC). (Note: This should be obvious, but the addition of OSFGC makes it clear an individual federated garden club is a part of the “entire” national garden club organization.)

ARTICLE V DUES AND FEES

Section 1 The fiscal year shall be July 1 through June 30.

Section 2 Sources of income for the Federation shall be as authorized by the Board of Directors.

Section 3 Annual Dues

- a. Annual dues shall be \$5 for clubs and \$5 per capita effective July 1, 2023, for all categories of members including Life Members. 6/14/2022
- b. Club and per capita dues shall be paid to the OSFGC Treasurer between July 1 and September 30 of that year. Additional dues for members not included in the original report **may shall** be remitted **on prior to** March 15. 6/2015 (Note: This removes the ambiguity of whether this is optional, it specifies one date for reporting membership increases that have occurred, for whatever reason, since filing the initial membership report, and it helps to determine membership growth for the fiscal year.)
- c. Dues shall be delinquent after October 1 of that year.
- d. Clubs failing to remit dues before October 31, after due notification, will be dropped from membership in OSFGC **effective on the day following the last date that dues were current even if an official notice of club withdrawal is subsequently filed with a different date.** (Note: The official drop date should always be the date immediately following the last date dues were current and in the case of a fiscal year, the dues are current through June 30.)
- e. New members joining after January 1st and before March 15th shall pay dues to the OSFGC treasury at half the current rate. 6/14/2017

Section 4 Reinstatement

- a. Clubs which have withdrawn from the Federation while in good standing may be reinstated **with no break in membership** by paying club and per capita dues **that have accrued during the withdrawal period and** for the current fiscal year, provided application for reinstatement has been made through the District Director. (Note: A withdrawal may be voided if there is no break in the payment of dues. A club with a break in membership and dues payment could alternatively petition as a new club as provided for in Section 4, b.)
- b. Clubs which have dropped from the Federation for non-payment of dues will be treated as new clubs if they wish to rejoin.

Section 5 New Clubs

- a. New clubs petitioning for membership shall pay \$10 for club dues plus \$5 per capita dues effective July 1, 2023. 6/14/2022
- b. If the petition for membership is made after January 1, and before June 30th, it shall be accompanied by a \$10 club membership fee and per capita dues of half the current rate. 6/14/2017

Section 6 Non-voting Membership

Proposed Changes to the OSFGC Bylaws

- a. Sponsoring garden clubs of Youth groups will pay a fee of \$10 per year regardless of the number of youth and groups, **but no per capita dues.** (Note: The addition of the notation that there are no per capita dues makes this section consistent with item b.)
- b. Judges Councils and affiliates shall pay an annual fee of \$10, but no per capita dues.

Section 7 State Life Membership applications shall be mailed to that chair along with a fee of \$50, plus the cost of the pin, which shall be credited to the Claire Hanley Scholarship Fund.

ARTICLE VI OFFICERS AND THEIR DUTIES

Section 1 Officers and Insurance

- a. The elected officers shall be President, First Vice President, Second Vice President, Recording Secretary, and Treasurer.
- b. The appointed officers shall be the Corresponding Secretary, Assistant Treasurer (if needed) and the Parliamentarian. 6/15/2021
- c. Incoming officers, except for the Treasurer, shall assume their offices at the close of the annual Convention at which they are installed. The existing Treasurer shall continue to complete their duties to the end of the fiscal year and submit the books of the fiscal year for review. The incoming Treasurer shall begin the new fiscal year duties July 1. 6/12/2018
- d. OSFGC shall be covered by fidelity insurance and OSFGC Officers and Directors shall be covered by an indemnity policy in a sum sufficient to protect OSFGC and the individual Officers and Directors from financial loss. The cost shall be covered by OSFGC at the direction of the OSFGC Board of Directors. 6/15/2021

Section 2 The President shall:

- a. Be the chief executive officer and official representative of OSFGC.
- b. Preside at all meetings of the Board of Directors, the Executive Committee, and the OSFGC Convention.
- c. Appoint the Corresponding Secretary, the Assistant Treasurer (if needed), the Parliamentarian, and all Chairs of Standing and Special Committees, except the Nominating Committee, with the approval of the Board; 6/15/2021
- d. Be an ex-officio member of all committees, except the Nominating Committee.
- e. Countersign warrants before payment **by signing the warrant directly or by electronically approving the warrant.** (Note: This adds the flexibility of electronic approvals.)
- f. Attend one district meeting, **or send a representative, to ~~of~~ each district during the ~~term~~ biennium for the purpose of sharing OSFGC Information and/or presenting a workshop on a subject of importance to the District;** and (Note: The intent is to have each District visited by OSFGC at least once every two years for a mutually beneficial purpose.)
- g. Perform all other duties pertaining to the office.

Section 3 The First Vice President shall:

- a. Perform the duties of the President in the absence of or at the request of the President.

Proposed Changes to the OSFGC Bylaws

- b. Chair the Membership Committee, monitor District membership and receive requests for Club dissolution; ^{6/15/2021}
- c. Be a member of the Finance Committee and work closely with the Treasurer.
- d. Be a member of the Bylaws Committee.
- e. Assume the title and duties of the President-Elect on January 1 of election year. As President-Elect, appoint committee chairs, Corresponding Secretary and Parliamentarian for the ensuing term, and plan for and be prepared to chair the **New Administration's first post-convention** board meeting; and ^{6/15/2021} **(Note: The post-convention (new administration) board meeting has traditionally been held the morning following the Convention. That meeting will now be scheduled during the Convention, hence the proposed name change.)**
- f. Perform all other duties pertaining to the office.

Section 4 The Second Vice President shall:

- a. Perform all duties of the President in the absence of the President and First Vice President.
- b. Chair the Protocol and Public Relations Committee and be the liaison between the Board and the Non-voting member groups; and ^{6/15/2021}.
- c. Perform all other duties pertaining to the office.

Section 5 The Recording Secretary shall:

- a. Record the proceedings of all meetings of the Executive Committee, of the Board of Directors, and of the OSFGC Convention, **distributing copies as required and send them to the President. (Note: All documents are to be approved by the President and then distributed by the Corresponding Secretary.)**
- b. Compile a Motions Log Book (a list of all motions carried) which shall be available to Board members upon request.
- c. Sign and archive all warrants approved by the President; ^{6/15/2021}
- d. Be responsible for affixing the Official Seal of the Corporation as directed by the President.
- e. Supervise the mailing and the counting of an emergency ballot; and
- f. Perform all other duties pertaining to the office.

Section 6 The Corresponding Secretary shall:

- a. Conduct correspondence of OSFGC keeping a complete file.
- b. **Be prepared to state the number required to constitute a quorum for a specific meeting and then to report the actual number present when asked by the President or the presiding officer; (Note: It is important that the required quorum is present for each official meeting. Subsequent subsections will be re-lettered as needed.)**
- c. Prepare **the minutes reports or special documents as requested by the President** and distribute **OSFGC documents and correspondence as directed by upon approval of** the President. **(Note: The Corresponding Secretary may be asked to**

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prepare various reports or documents and will be the person to distribute all OSFGC material approved by the President.) 6/15/2021

- d. Beginning January 1st upon appointment by the President-Elect, work with the team who shall compile the material for the OSFGC Directory Handbook; and 6/15/2021
- e. Perform all other duties pertaining to the office.

Section 7 The Treasurer shall: (See Standing Rule 29 if an Assistant Treasurer is needed) 6/15/2021

- a. Receive and deposit all monies belonging to OSFGC in a bank or trust company approved by the Board of Directors.
- b. Pay all bills by check or OSFGC credit card on warrants approved and cosigned by the President and signed and archived by the Recording Secretary; 6/15/2021
- c. Maintain a reserve fund of \$2,000.
- d. Furnish a financial statement of all funds showing receipts and disbursements for each meeting of the Board of Directors.
- e. Have all warrants and accounts available for inspection by the Board of Directors.
- f. Closing of the books
 - 1. Close the books June 30 to include accounts to the end of the term for internal review.
 - 2. Submit a complete copy of the financial records for each fiscal year on or before August 1st to a Financial Review Committee. This committee shall review and evaluate the submitted financial records and return them to the Treasurer on or before August 31st of the same year.
- g. Have financial records reviewed annually by a Financial Review Committee appointed by the OSFGC Executive Committee unless otherwise ordered by the OSFGC Board of Directors. 6-2015
- h. Any request for a review of the financial records must be made in writing a minimum of 5 (five) days before the requested review to allow time for the records to be copied. Refer to ORS 65.774. 6-2015
- i. Chair the Finance Committee.
- j. With the Finance Committee, develop a budget for the succeeding year to be presented in June to the Executive Committee for recommendation, and the Board of Directors for adoption.
- k. Perform all other duties pertaining to the office.

Section 8 The Parliamentarian shall:

- a. Assist the President on points of parliamentary procedure.
- b. Assist individual clubs on matters of parliamentary procedure.
- c. Chair the Bylaws Committee
- d. Give assistance to clubs on bylaws; and
- e. Perform all other duties pertaining to the office. 6-2015

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Section 9 Vacancies:

- a. Resignations from an elected office are to be submitted in writing to the **Recording Secretary President**, who will notify the Executive Committee- ~~for action~~. The Executive Committee may declare a vacancy in the named position. **(Note: The President should be the first to be notified of vacancies.)** 6/20/2012
- b. All vacancies in elective offices, other than the President, shall be filled for the unexpired term by the President, subject to the approval of the Board of Directors.
- c. A vacancy in the office of President shall be filled for the unexpired term by the First Vice President or the President-Elect.

ARTICLE VII BOARD OF DIRECTORS AND EXECUTIVE COMMITTEE

Section 1

Board of Directors:

- a. Officers, District Directors, and active former Presidents, ~~Chairs, and members of Standing and Special Committees~~ shall constitute the Board of Directors. ~~Committee members, other than chairs, shall serve as ex officio members with full voting privileges, but shall not be counted in the quorum.~~ **(Note: The intent is to reduce the size of the Board of Directors to a more manageable number of primarily elected officials.)**
- b. All members shall:
 1. Be expected to attend scheduled meetings.
 2. Read the quarterly Oregon Newsletter, The Mahonia; 6/15/2021
 3. Compile ~~a typewritten~~ **an electronic** report of achievements of their office ~~or chairmanship~~ to be filed with the Recording Secretary at the convention; **(Note: This will reduce the amount of retyping required for subsequent use of the reports. Committee chairs will still be expected to report on their activities but not as members of the Board.)** and
 4. Preserve and transfer material and records pertaining to their office ~~or chairmanship~~ to the successor. Material having a historical value shall not be destroyed except upon the order of the Board of Directors in consultation with the Historian.
- c. The Board of Directors shall be empowered to transact business of the OSFGC between annual meetings **and for the New Administration's first board meeting to be held during the convention in an election year.** **(Note: This is being updated to move the Post-Convention Board meeting in an election year so that it will occur during the convention under the leadership of the incoming President.)**

Section 2

Meetings: The Board of Directors shall meet ~~three times in the Fall and the Spring~~ of each year. **They will also meet prior to the first day of each Annual Convention for the primary purpose of approving a budget for the coming fiscal year. These meetings may be in any format that is cost-effective and supportive of the intent of each meeting.** In an election year there shall **also** be a **New Administration post-convention** meeting of the incoming Board of Directors for the purposes of (a) electing a Nomination Committee; (b) approving one of the three signed written bids for the Directory Handbook printing secured by the Directory Editor; (c) ratifying standing and special **committee chairs chairmen**; and (d) acting on such other immediate necessary business. The time of this meeting shall be given in the convention call **and may be held during the convention under the leadership of the incoming OSFGC President.** 6/14/2017**(Note: These changes clarify there will be two Board meetings during the year, plus a Board meeting prior to the first morning of a Convention, and that in an election year an organizational New Administration Board meeting will also be held (during the**

Proposed Changes to the OSFGC Bylaws

convention) under the leadership of the incoming OSFGC President to transact the specific items of business as indicated.)

- Section 3 Meeting date notices shall be sent to the Board of Directors no later than thirty (30) days prior to the meeting, and forty-five (45) days prior to pre-convention meetings.
- Section 4 An Executive Committee consisting of the Officers and the Chair of the Advisory Council, shall be empowered to transact emergency business between Board meetings. Report of the meetings shall be made at the next Board of Directors meeting. ^{6/12/2018}
- Section 5 A required, or called, meeting of the Board of Directors, the Executive Committee or of a Standing or Special Committee may be conducted in any manner that will permit members of their respective group to fully participate in deliberations and vote. ^{6/15/2021}

ARTICLE VIII ELIGIBILITY OF OFFICERS

- Section 1 Officers shall be members in good standing of a member club. The term of office is two years, or until a successor is appointed or elected, except the Treasurer may serve for four (4) consecutive years.
- Section 2 President: To be eligible for this office the member shall have (a) served as President of a Garden Club or as a District Director, and (b) served ~~a minimum of four (4) years~~ on the OSFGC Board of Directors, ~~two of which as an elected officer.~~ ^{6/15/2021}
(Note: The intent is to open this position to more candidates. Prior service on the Board is important, but a minimum length of service is not being specified to allow a First Vice President to advance to the office of President, if necessary, prior to their acquiring a minimum length of service on the Board.)
- Section 3 First Vice President: To be eligible for this office the member shall have ~~(a) served as President of a Garden Club or as a District Director. and (b) served a minimum of two (2) years on the OSFGC Board of Directors.~~ ^{6/15/2021}
(Note: The intent is to open this position to more candidates.)
- Section 4 Second Vice President: To be eligible for this office the member shall have served as President of a Garden Club or as a District Director. ^{6/15/2021}
- Section 5 Recording Secretary: To be eligible for this office the member must be able to fulfill the duties of the office according to Article VI, Section 5.
- Section 6 Corresponding Secretary: To be eligible for this office the member must be able to perform the required secretarial duties.
- Section 7 Treasurer: To be eligible for this office the member must have a knowledge of bookkeeping and an understanding of simple banking procedures.
- Section 8 Parliamentarian: To be eligible for this office the member must have knowledge of parliamentary procedure.

ARTICLE IX CONVENTION

- Section 1. Date
- OSFGC shall hold a convention in June, the date, ~~and location place, and length of the convention~~ to be ~~approved determined~~ by the Board of Directors. The ~~meeting convention~~ shall be for the purpose of ~~accepting reports, conferring awards, and transacting any business that should come before the OSFGC.~~ (Note: The intent is to clarify that the Board is responsible for setting the variables of the convention, including the number of days and location, except as otherwise specified in the bylaws or standing rules.)

Proposed Changes to the OSFGC Bylaws

- b. In the event of a dire national, state, or local emergency, the convention may be postponed and/or necessary business transacted in any manner that will permit members to fully participate in deliberations and vote. 6/15/2021

Section 2 Member Clubs

- a. Member clubs shall be eligible for representation by two delegates, one of whom shall be the club President or the elected alternate. The club President is responsible for sending the names of elected delegates and alternates to the Credentials Committee as stipulated by "The Call."
- b. If a member club does not have duly reported representation at the convention and members from the club are present, the District Director or representative may designate delegates from these members for the club.

Section 3 Delegates and other voting members are responsible for verifying their eligibility with the Credentials Committee at the time of registration and shall attend all business meetings.

Section 4 The Board of Directors and delegates from member clubs shall constitute the voting body of the convention. Individual members and their guests may attend the convention without voice or vote provided they pay the registration fee.

Section 5 "The Call" of the convention shall be printed in the ~~Spring of the~~ Oregon Newsletter, The Mahonia, sent to members of the Board of Directors, **Special and Standing Committees**, and **Member Clubs** at least forty-five (45) days prior to the convention date. The "Call" shall include a tentative program, list of nominees for officers to be elected, and other pertinent information prepared by the State President and Convention Chair. "The Call" shall also include notice of the Board of Directors' meeting ~~preceding the convention to be held on the first day of the convention, prior to its official opening, and a notice of the New Administration's Board of Directors' meeting to be held during the convention, and chaired by the incoming President, in an election year.~~ **(Note: This clarifies that the "Call" will also give notice of related Board of Director Meetings that will take place during the convention time slot.)**

ARTICLE X ~~~~~~~~~ ELECTIONS

Section 1 Nominating Committee

- a. The Nominating Committee of five (5) members with two (2) alternates shall be elected ~~by from~~ the Board of Directors at the ~~post-convention~~ **New Administration's** Board meeting in an election year. **(Note: This clarifies that the members of the Nominating Committee may be any member in good standing who is able to secure the necessary votes from the Board of Directors at the first meeting of the New Administration.)**
- b. Nominees may be nominated from the floor, ~~shall have served at least one (1) term on the Board of Directors prior to this election~~, and no district shall have more than one member, and no district shall be represented on the committee for two consecutive terms. Each district eligible to have a member on the Nominating Committee shall come to the Board of Directors meeting prepared to nominate a qualified member from their district **and if a nominee is not forthcoming, the District Director will serve in that capacity until a suitable replacement is selected and subsequently ratified by the Board.** ~~6/15/2021~~ **(Note: The change is intended to expand the pool of eligible candidates and to ensure that all districts take this assignment seriously.)**
- c. Election of the Nominating Committee shall be by ballot and the chair shall be that member receiving the greatest number of votes. This committee shall serve for a term of two (2) years or until a new Nominating Committee is elected.

Proposed Changes to the OSFGC Bylaws

- d. It shall be the duty of the chair to call a meeting of the Nominating Committee to act on the names of candidates submitted for officers in sufficient time to report the slate of nominees at the Spring meeting of the Board of Directors in the election year. If for any reason the chair is unable to fulfill these duties the President will be so informed, and the second named member of the Committee will succeed as chair.

Section 2 Names of candidates for offices shall be submitted, with **their** qualifying experience record, to the Nominating Committee Chair by **an individual club member (self-nomination)**, member clubs and/or Districts, and members of the Board of Directors. **It shall be the duty of the Nominating Committee to verify that each nominee is eligible to be considered for the position to which they have been nominated. They are also required to actively seek qualified candidates for each elected OSFGC officer during their term on the committee and to periodically advise the membership of the status of officer nominations. ~~Deadline: January 1 of an election year.~~ (Article VIII) (Note: The emphasis is added to encourage members of the Nominating Committee to be diligent in seeking qualified candidates on a year-round basis.)**

Section 3 No elected officer shall be eligible to serve for more than one consecutive term of two (2) years in the same office with the exception of the Treasurer who may serve two (2) consecutive terms.

Section 4 The **proposed** slate of officers shall accompany "The Call" to the convention. **(Note: The slate of officers is only proposed (except for the President-Elect who will become President) as there will be a call for nominations from the floor prior to a vote being taken.)**

Section 5 Elections shall be by ballot, except when there is but one candidate for each office, the election of that office may be by voice vote. A candidate for office who receives a majority of the votes cast by those present and voting shall be deemed elected.

ARTICLE XI DISTRICTS

Section 1 District Organization 6/15/2021

- a. The State of Oregon shall be divided into geographical districts.
- b. When a district wishes to make a change in boundaries, all districts concerned must reach an agreement and make a joint application for revision of the boundaries to the Board of Directors by January 1 of an election year. Applications will be considered at the convention **if approved by the Board of Directors. (Note: If a matter is designated to be considered at the convention, it need not have prior Board approval, but it should be included in the "Call to Convention" with 45 days advance notice.)**
- c. When a club wishes to change districts, it shall petition the Board of Directors **and indicate the reason for the request, when the change is to take effect, and whether both involved districts agree with the request. (Note: In the absence of a standard form (or process) for submitting a petition of this nature, it is important for the applicant club to be aware of the minimum information needed by the Board.)**
- d. Each district shall be under the supervision of a District Director who will represent the district on the OSFGC Board of Directors and at the Annual Convention. **~~The Board will normally meet in the Fall the Spring, just prior to the Annual Convention in June and, on election years, the morning following the Convention at the first Board meeting convened by the newly installed OSFGC President.~~ 6/15/2021 Board meetings are covered under Article VII, Section 2, and the Annual Convention is covered under Article IX. (Note: This information is already covered in other sections of the bylaws. If we want to call attention to it, references to the pertinent sections are more appropriate than trying to repeat those sections here.)**

Proposed Changes to the OSFGC Bylaws

- e. Each district shall elect a Director, Assistant Director, Secretary, and Treasurer or Secretary/Treasurer for a two (2) year term in conformance with OSFGC.
- f. If a District Director is unable to attend a Board of Director's meeting or the annual Convention of OSFGC, the Assistant Director shall attend and represent the district with voting privilege. The Assistant Director should be encouraged to attend all meetings of the Board of Directors and shall have the right of discussion.

Section 2 The District may adopt individual Bylaws following the pattern of the OSFGC, but in no instance shall they conflict.

Section 3 District dues and finances are at the option of the District.

Section 4 District Director

- a. The District Director shall, to facilitate the travel of the State President to outlying districts for the official **biennial** visit, consult with the President before meeting dates are set. Adjoining districts, when possible, will coordinate their district meeting dates with the wishes of the President. The President shall be given a prominent place on the meeting program for an official message at the time of the visit. **(Note: To emphasize that while the President may be invited to all District functions and is certainly welcome to attend whether specifically invited or not, the focus here should be on scheduling the targeted every two year "official" visit to share OSFGC information, answer district questions and/or to provide a program or workshop important to the district.)**
- b. Upon election and installation, the District Director shall (1) appoint all chairs, (2) keep a roster of ~~membership of~~ district clubs **and affiliates**, and (3) ~~annually~~, by ~~June~~ **July 1**, send to the Corresponding Secretary a list of District officers, chairs and club presidents with complete mailing addresses and telephone numbers **for inclusion in the two-year OSFGC Directory.** **(Note: Some clubs do not elect officers until their June meeting so a June 1 date for this information is not practical. It does remain the responsibility of the District Director to keep the Corresponding Secretary informed of any changes within their district whenever they do occur.)**

Section 5 The Assistant Director shall automatically become District Director if that office becomes vacant during the term.

Section 6 Election and installation shall be held in the district at the Spring Meeting in an election year. The District Director will be **subsequently** ratified at the OSFGC Convention. ~~and immediately following, the new officers and chairs of districts will assume their duties.~~ **(Note: District Officers and Committee Chairs will assume their duties according to their District's bylaws however all District Directors will be ratified (or installed) at the Annual Convention in an election year. Districts may choose to send both their outgoing District Director and their incoming District Director to the Convention, but only one of them can be registered as the official delegate of the District at the Convention.)**

Section 7 The Board of a district shall be District Officers, District Chairs, and Club Presidents.

Section 8 District Officers and Chairs shall pass on to their successor reports, publications, and other material helpful for the continued progress and functioning of OSFGC.

ARTICLE XII ADVISORY COUNCIL

The Advisory Council shall consist of the former Presidents of OSFGC. When consulted, the Council shall consider questions affecting OSFGC and submit their recommendations to the Executive Committee. The Chair shall be the immediate former President, who shall

Proposed Changes to the OSFGC Bylaws

be the representative of the Advisory Council on the executive committee. In the absence of the Chair, a ~~pro tem~~ chair shall be elected from those present. If the immediate former president is unable or unwilling to serve, the previous president will continue to serve. ^{6/12/2018}

2018

ARTICLE XIII COMMITTEES

Section 1 Committee chairmen shall perform such duties as indicated by their title, or as requested by the President, shall sign and date all their reports, shall answer all mail promptly, shall coordinate with their counterparts at District, Region, and NGC levels, and shall submit an annual report to the Recording Secretary at the annual meeting and other reports as requested.

Section 2 Standing and Special Committees shall be those deemed necessary by the Executive Committee **and ratified by the Board of Directors.** (Note: Again, this is a notation that the elected and appointed officers have authority to conduct OSFGC business, but it must always be under the OSFGC umbrella and with the approval of the Board of Directors for those positions that are appointed.)

ARTICLE XIV QUORUM

Section 1 Convention quorum shall consist of **a majority one-third** of the delegates and members of the Board of Directors registered and qualified to vote. (Note: There is no reason the convention quorum should be less than a majority because only those who are qualified, have registered, and thereby stated they will be in attendance, are counted in determining the quorum.)

Section 2 Board of Directors meeting quorum shall consist of **a majority one-third** of that body. (Note: With the proposed reduction in the size of the Board (Article VII, Section 1) the quorum is being adjusted to require a majority be present to take Board action.)

Section 3 Executive Committee quorum shall consist of a majority of the members of that body.

ARTICLE XV PARLIAMENTARY AUTHORITY

The current edition of Robert's Rules of Order Newly Revised shall govern the proceedings of OSFGC in all cases to which they are applicable and in which they are consistent with these bylaws and standing rules.

ARTICLE XVI AMENDMENTS

Section 1 These bylaws may be amended at any OSFGC Convention by a two-thirds vote of members present and voting, provided that prior to ~~January 15 of~~ the convention ~~year~~ the proposed amendments have been presented in writing to the Bylaws Committee and, in turn, to the Board of Directors, and have been published in the Oregon Newsletter, The Mahonia, with the Call to Convention at least forty-five (45) days prior to convention. ^{6/10/2008}
(Note: It is not necessary to include the specific date of January 15 if the process for prior notification for proposed changes is followed.)

Section 2 Without the prescribed notice, these bylaws may be amended at any OSFGC Convention by a unanimous vote of the delegates present and voting. ^{6/14/2017}

District Director's Report

Each District Director is required to fill out this page and email the answers to the three questions to OSFGC President Carolyn Olley, Recording Secretary Darby Walker, and *Mahonia* Editor Leanna Woodall.

1. Describe the MOST SUCCESSFUL project, activity, or event your District was involved in.

2. Describe a successful fundraiser your District or a club in your District had. Include why you chose that particular one.

3. Share something special or unique about your district.

Zoom Meetings Schedule (Tentative)

Wednesday, June 12, 2024

6:30pm-7:30pm

Board of Directors meeting

**Required to attend: State Officers, District Directors, State Committee Chairpersons

(Quorum is needed for this meeting)

Monday, June 17, 2024

12:30pm-1:00pm

Opening Ceremonies

1:00pm-2:00pm

National Garden Club President, Brenda Moore

2:00pm-3:00pm

National Garden Club 1st Vice President, Donna Rouch

3:00pm-4:00pm

Pacific Region Director, Carol Norquist

Tuesday, June 18, 2024

6:30pm-8:30pm

Business Meeting

**Required to attend: State Officers, District Directors, State Committee Chairpersons, Club Presidents, and Delegates

(Quorum is needed for this meeting)

*All reports will be sent to the Mahonia, as a Word document; to the President by Saturday, June 1; and to the

Recording Secretary, Darby Walker.

Committee reports will be published in the Mahonia, unless of utmost importance.

6:30pm-7:00pm

Selected Reports

7:00pm-7:30pm

Darren Gooch from Sunset Empire Park and Recreation District

7:30pm-8:30pm

Business meeting continues: Bylaws and other business

(continued on next page)

Zoom Meetings Schedule (Tentative)

Wednesday, June 19, 2024

6:30pm-8:30pm

Business meeting (continued if necessary)

**Required to attend: State Officers, District Directors, State Committee Chairpersons, Club Presidents, and Delegates

(Quorum is needed for this meeting)

Memorial/Book of Remembrance by OSFGC Chaplin, Lauree Winfield

Awards

- Gardener of the Year
- Youth Awards

Photography Awards

Invitation to the 2025 State Convention (in Seaside)

Final Report of the Credentials Committee

Adjournment



Registration Form

Oregon State Federation of Garden Clubs, Inc.
96th Annual Convention
June 17-19, 2024 via Zoom

LEARN, SHARE, GROW

Registration Form

Please Print

First Name: _____

Last Name: _____

Email: _____

Phone No: _____

Club: _____

District: _____

Credentials

For quorum, please check all that apply

- OSFGC Officer
- District Director
- Former State President
- OSFGC Committee Chairperson
- Club President or elected alternate
(1st Club Delegate)
- 2nd Club Delegate

Check all that apply

- Alternate Club Delegate
- OSFGC Committee Member
- National/Pacific Region Officer
- National Life Member
- Pacific Region Life Member
- Oregon State Life Member
- Affiliate Member
- Flower Show Judge
- Non-Voting Member
- First-Time Attendee
- Guest

All attendees are requested to fill out and mail this registration form **before Saturday, June 1**

A donation of \$10 is suggested

Mail check and registration form to:

Tiffany Olley

15072 SE 126th Ave

Clackamas, OR 97015

**You may also scan and email your registration form. Please email it to: tiffanyolley@outlook.com