

SEA TRAIL GARDEN CLUB

Constitution

ARTICLE I NAME

This organization shall be called The Sea Trail Garden Club.
The motto of this club is, "Bloom Where You Are Planted".
The club flower is the daisy in all its forms and colors.
The colors of this club are green and white.

ARTICLE II PURPOSE

The purpose of this club is:

- To provide a welcoming bridge to Sea Trail life for newcomers, members and guests
- To provide knowledge, information and inspiration through monthly meetings that offer a variety of programs
- To provide Monetary support to Brunswick County Charities
- To provide college scholarships to West Brunswick High School students
- To aid in the beautification of Sea Trail

ARTICLE III MEMBERSHIP

Membership is open to all women who reside at Sea Trail and have paid their dues.

ARTICLE IV OFFICERS

The officers shall be: PRESIDENT, VICE-PRESIDENT, SECRETARY, TREASURER, AND PARLIAMENTARIAN. Officers shall be elected for a two-year term by a two-thirds majority of the members present and voting. The election shall be held at the February meeting. Installation of new officers will be held at the March meeting.

ARTICLE V EXECUTIVE BOARD

The Executive Board shall consist of the officers of the club and the Chairmen of Standing Committees.

ARTICLE VI AMENDMENTS

The Constitution may be altered at any regular meeting PROVIDED members have been previously notified of said alterations or amendments.

SEA TRAIL GARDEN CLUB

BYLAWS

ARTICLE I

Section I EXECUTIVE BOARD

- The Executive Board shall meet prior to the March meeting each year.
- Additional meetings may be held upon call by the President or three members of the Executive Board.
- The Executive Board shall exercise general supervision over the club and shall submit all plans to the club members for approval.
- Three members of the Executive Board shall constitute a quorum.
- No Officer shall be eligible for the same office longer than two consecutive years.

Section II DUTIES OF OFFICERS

1. The PRESIDENT shall preside at all meetings and shall present a report of the work of the club at the annual meeting. The PRESIDENT along with the Executive Board and Committee Chairpersons shall be responsible for planning the programs for the coming year.
2. The VICE-PRESIDENT shall perform all the duties of the President in her absence. It is her responsibility to provide and read an inspirational message at each meeting. She shall be the Chairperson of the annual Make-It-Bake-It Auction. She serves as Chairperson of the Scholarship Committee and presents the scholarships at the awards ceremony at West Brunswick High School.
3. The SECRETARY shall keep the minutes and read same, plus correspondence, at each club meeting and at each Executive Board meeting. She is responsible for sending letters to Brunswick County charities notifying them of their eligibility to apply for funds in the current year.
4. The TREASURER shall collect all dues and keep account of all receipts and disbursements. She shall report monthly to the membership.
5. The PARLIAMENTARIAN shall be versed in the rules and procedures of the club and shall be called upon at meetings for the clarification of same.

Section III DUTIES OF STANDING COMMITTEES

1. PROGRAM COMMITTEE will consist of the Executive Board and Committee Chairpersons and shall arrange for programs and /or speakers for the monthly club meetings.
2. OUTREACH COMMITTEE shall be responsible for informing the membership where our monthly donations will be directed for the upcoming month. They shall collect and distribute said donations.
3. HOSPITALITY COMMITTEE shall coordinate the hosting and refreshments served at regular monthly meetings and any special meetings.
4. HISTORIAN shall be responsible for compiling a scrapbook of the club's activities and submitting articles to the local newspapers.
5. MEMBERSHIP COMMITTEE shall keep abreast of new residents and invite them to become members. They shall keep an active list of members and attendance at meetings. The list will be done electronically and updated monthly by the treasurer. They shall announce monthly birthdays of the members and be responsible for seating at the Garden Club Tea.
6. SUNSHINE COMMITTEE shall be responsible for sending Get Well and Sympathy cards to the members.
7. SCHOLARSHIP COMMITTEE shall be responsible for contacting school personnel, reviewing applications and choosing the recipients.
8. GARDEN CLUB ON THE GO shall be responsible for planning trips to places of interest in the area.
9. LANDSCAPING COMMITTEE shall be responsible for planting and maintenance of the pots at the Pink Palace and MAC.
10. CHAPLAIN shall give the blessing as requested at meetings.
11. GRANNY'S CLOSET shall keep a list of baby items and health aids available and coordinate lending.

ARTICLE II

Section I ACTIVE MEMBERSHIP

An active member shall attend meetings and participate in the work of the club.

ARTICLE III

Section I MEETINGS

1. Up to 12 monthly meetings shall be held each year.
2. A NOMINATING COMMITTEE of three persons shall be appointed by the President in December. They shall prepare a slate of nominees to be voted upon at the February meeting.

ARTICLE IV

Section I DUES

1. The annual dues shall be payable in January or at the time of membership. Present members not paying their dues by February 28 shall be assessed an additional \$5.00.
2. Applicants shall be considered members upon payment of dues.

ARTICLE V

Section I ORDER OF BUSINESS

Call to Order
Pledge of Allegiance
Welcome Guests and New Members
Program
Vice-President -Inspirational Reading
Secretary – Minutes and Correspondence
Treasurer’s Report
Reports of Committees
Unfinished Business
New Business

May be changed at the discretion of the President

ARTICLE VI

Section I AMENDMENTS

1. The Club may have the power to adopt, alter, amend, or repeal the Bylaws at any regular meeting by a two-thirds majority vote of those present and voting after previous notice of said changes or alterations has been made.

ARTICLE VII

Section I CHARITIES

1. All money raised from fundraisers including the Fashion Show/Charity Auction and Make-It-Bake-It will be designated to Brunswick County Charitable organizations and to West Brunswick High School Scholarship winners. The Executive Board and Committee Chairmen will meet in February to decide about the disbursement of all the funds.

Revised: February 2011

Cheri Lambert, Parliamentarian
Kate Goodrich, Past President
Jo Ann Abrams, Sunshine Committee