

**By-Laws**  
**PIONEER DISTRICT**  
**Oregon State Federation of Garden Clubs, Inc.**  
**April 2022**

**ARTICLE I – NAME**

**Section 1.** The name of this organization shall be Pioneer District, a non-profit organization, of the Oregon State Federation of Garden Clubs, Inc.

**ARTICLE II – OBJECTIVES**

**Section 1.** The objectives of this organization shall be to unify and strengthen the Clubs with the District and to promote organization of new Garden Clubs.

**Section 2.** To promote and encourage the art of gardening and study of horticulture and floral design.

**Section 3.** To aid in the protection and conservation of natural resources, and to promote civic beauty and roadside improvements.

**Section 4.** To cooperate with other districts in the promotion of these objectives and OSFGC activities.

**ARTICLE III – MEMBERSHIP**

**Section 1.** The membership of this District shall consist of Garden Clubs located within Columbia, Washington and Yamhill Counties. Clubs adjacent to the borders of these counties may belong to Pioneer District with approval of both Districts after petitioning the State Board.

**Section 2.** Organized youth groups.

**Section 3.** Members are expected to refrain from conduct injurious to Pioneer District and its purposes. A member may be terminated by a two-thirds vote of the Board Members present at a Board Meeting if that member has engaged in conduct intending to injure Pioneer District, disturb the well being of Pioneer District or hamper the purpose or work of Pioneer District. **(Amended 10/17/2002)**

#### **ARTICLE IV – ELIGIBILITY**

- Section 1.** To be eligible for membership, a club must be in agreement with the objectives of Pioneer District and the Oregon State Federation of Garden Clubs. Inc. All applications shall be sent to the District Director with the officers names and addresses.
- Section 2.** Organized youth groups shall be under the supervision of and sponsored by an Oregon State Federated Garden Club. The leader of Youth Garden Club shall be a member of the sponsoring Garden Club.(Amended 4/20/2022)

#### **ARTICLE V – DUES**

- Section 1.** District dues shall be two dollars and fifty cents(\$2.50) per member per club, based on membership as of June 30 and shall be due and payable to the District Treasurer between July 1 and October 1 of that year. Clubs failing to remit before October 1, after due notification, Will be delinquent. (Amended 4/20/2022)

#### **ARTICLE VI – FISCAL YEAR**

- Section 1.** The fiscal year shall be from July 1 to June 30, inclusive of each year.

#### **ARTICLE VII – VOTING**

- Section 1.** Only members of Clubs in good standing; i.e., those who have paid their dues, shall be allowed to vote at District Meetings.
- Section 2.** Each club is allowed two (2) votes.

#### **ARTICLE VIII – OFFICERS AND THEIR DUTIES**

- Section 1.** The officers of Pioneer District, of the Oregon State Federation of Garden Clubs, Inc. shall be Director, Assistant Director, Secretary and Treasurer.
- **Section 2.** The Director shall preside at all meetings of the District and the Executive Board and shall appoint all Standing and Special committees, with the exception of the Nominating Committee

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- shall appoint a Parliamentarian
- shall perform other duties of the office,
- shall visit each Club at least once during the term of office,
- shall be on the Boards of Directors of the Oregon State Federation of Garden Clubs
- shall attend the Federation's Annual and Board of Directors Meeting
- The Director's expenses shall be paid prior to the convention. Expenses for the luncheon and half of the hotel for out-of-town board meetings shall be paid (expenses for both are not to exceed budgeted funds)
- shall temporarily assume all duties of the treasurer, should the treasurer be unable to do so. (Amended April 20, 2022)

**Section 3.** The Assistant Director shall assist the Director in the projects of the District and shall visit Garden Clubs with the Director. In the absence of the Director, the Assistant Director shall perform the duties of Director; and in the absence of the Assistant Director, the Treasurer shall perform the duties of the Director. The Assistant Director is responsible for the programs at the District Meetings. The Assistant Director should attend the State Board of Directors Meetings and may have a voice, but no vote at said meetings.

**Section 4.** The Secretary shall keep the minutes of the meetings and shall carry on all correspondence delegated to her and perform the duties requested by the Director. .

**Section 5** The Treasurer shall:

- Receive and deposit all funds belonging to the District
- Pay all bills authorized by the Executive Board
- Collect and keep a record of dues paid by member clubs
- Notify clubs when in arrears
- Submit a written report at each meeting and file a copy with the Secretary
- Build and maintain a reserve fund of One Thousand (\$1,000) dollars
- Keep a record of all warrants submitted for payment

Accounts of the Treasurer shall be reviewed annually by a committee of not less than (2) persons who shall sign a statement that the accounts have been reviewed and found correct.

The financial review committee shall be appointed by the Director in May of each year., and shall keep a record of all warrants submitted for payment

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- Section 6.** The Parliamentarian shall serve in an advisory capacity and assist in parliamentary procedure with a right to vote.
- Section 7.** Each Officer and Chairman of each Standing Committee shall render a typewritten report in duplicate to be filed with the Director and the Secretary at the final meeting of each year.
- Section 8.** All Officers, Standing and Special Committee Chairman shall preserve and transfer all material and records to their successor in a timely manner.

## **ARTICLE IX – EXECUTIVE BOARD**

- Section 1.** The Officers, Chairmen of Standing Committees and Presidents of the Garden Clubs as herein provided shall constitute the Executive Board of Pioneer District. This Board shall be empowered to transact any ordinary and necessary business of the District.
- Section 2.** The Executive Board shall meet at the call of the Director at least two (2) times per year.
- Section 3.** The Executive Board shall oversee and direct fund-raising and expenditures of the District.
- Section 4.** One-third of the Executive Board shall constitute a quorum.

## **ARTICLE X – ELECTIONS**

- Section 1. A Nominating Committee shall consist of three (3) members, no two whom shall be from the same club, and shall be those present and voting at a regular Fall District Board Meeting of the Nominating year. Additional nominations may be made from the floor by members of the district in good standing. The consent of each nominee must be obtained before placing the name in nomination.
- Section 2. Election shall be by ballot, except when there is but one candidate for office the vote may be by voice. A candidate for an office who receives the majority of votes cast of those present and entitled to vote shall be deemed elected and will take office following the Annual Convention of the Oregon State Federation of Garden

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Section 3. Elections shall be held in the Odd Numbered years at the Spring District Luncheon. (Amended April 20, 2022)

### **ARTICLE XI – MEETINGS**

Section 1. A Fall and Spring Board and District Meetings will be held each year. A minimum of two (2) meetings per year.

Section 2. The Board Meetings shall be held the third Thursday in September and the third Thursday in March whenever possible.

Section 3. The District meetings shall be held on the third Thursday in October and the third Thursday in April whenever possible.

### **ARTICLE XII – MEETINGS UNDER SPECIAL CIRCUMSTANCES**

Section 1. Meetings Held Electronically. Meetings of the Board may be conducted virtually using the Internet and/or telephone when unable to meet in person. An IRL is to be provided, as well as a telephone link for those unable to use a computer. Specific rules for conducting meeting business are noted elsewhere in the Standing Rules. (Amended April 20, 2022)

### **ARTICLE XIII STANDING AND SPECIAL COMMITTEES**

Section 1. The term of office for Standing and Special committees shall be two (2) years.

### **ARTICLE XIII AMENDMENTS**

Section 1. These By-Laws may be amended at a regular District meeting by a two-thirds (2/3) vote of the eligible delegates present and voting, provided the proposed amendment has been submitted to all Clubs thirty (30) days prior to voting.

### **ARTICLE XV- STATEMENT OF ORGANIZATION**

Section 1.

- a. Said organization is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501©(3) of the Internal Revenue Code or corresponding section of any future federal tax code.

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- b. 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 attempt to influence legislation, and the organization shall not participate in or otherwise 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, tis 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©(3) of the Internal Revenue Code corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170©(2) of the Internal Revenue Code or corresponding section of any further federal tax code.
  
- c. Upon dissolution of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501©(3) of the Internal Revenue code, or the corresponding section of any future federal tax code,, or shall be distributed to the federal government, or to a state or local government for 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. (Adopted April 24, 2003)

## **ARTICLE XVI PARLIAMENTARY AUTHORITY**

**Section 1.** Robert’s Rules of Order, Revised, current Edition, shall govern this District when they are consistent with these Bylaws and those of the Oregon State Federation of GardenClubs, Inc.