

BY-LAWS

As of 1/4/07

Article I IDENTIFICATION

Section 1. Name

The name of this organization shall be the York County Master Gardener Association. (YCMGA)

Section 2. Affiliation

The YCMGA shall be affiliated with the University of Maine Cooperative Extension as part of the Master Gardener program with liaison through the Extension Educator in the York County Extension Office.

Section 3. Membership

Membership shall consist of all Continuing Master Gardeners who maintain the minimum of twenty (20) hours per year of volunteer time, and members of the current class of Master Gardeners.

Section 4. Dissolution

Upon dissolution of the Master Gardener Association and Board, all assets become the property of the York County Extension Association that is responsible for overseeing all Extension programs in the county in partnership with the program staff.

Article II OBJECTIVE

Section 1. Purpose

The purpose of this organization is to:

- a. Provide continuity to, and promote long-term quality goals for, the volunteer work and community outreach projects of York County's Master Gardeners.
- b. Provide support and assistance to the Extension Educator in regards to the Master Gardener program, wherever possible.
- c. Provide horticultural education and networking opportunities to Master Gardeners.
- d. Promote and enhance community awareness of Master Gardener and York County Cooperative Extension programs.
- e. Promote environmentally sound gardening practices for the general public.
- f. Develop scholarship opportunities for Master Gardeners to attend conferences.
- g. Conduct fundraising activities in support of the above stated goals.

Article III
MASTER GARDENER BOARD

Section 1. Board Members

There shall be nine (9) members of the Master Gardener Board, elected by the Association Members.

- a. For the first year, three (3) will fill a three-year term, three (3) will fill a two-year term, and three (3) will fill a one-year term. All subsequent elections will be for three (3) year terms, so that three (3) members will be elected annually to maintain a nine (9) Member board
- b. Nomination process begins November 1st:
 1. Board appoints three board members (not candidates) to serve as nomination committee. Association Members may self-nominate or nominate another member. Only certified active master gardeners are eligible for nomination. (i.e. 40 hours completed)
 2. Nominations close December 31.
 3. Nominating committee will contact each nominee to be sure he/she understands responsibilities, and to gather information for a short bio, to be shared with the assoc..
 4. A slate of candidates is presented at the February Board meeting.
 5. A ballot is to be sent by U.S. mail to all active Master Gardeners, along with bio of candidates (see above). A self-addressed envelope will be included for return of ballots by March 1.
 6. At the March Board meeting ballots will be counted, with new Board Members announced at the Annual Meeting.
- c. If a mid-term vacancy occurs on the Board, the YCMGA membership shall be advised and any member may offer his/her name to the Board. A majority vote (5) of the Board shall fill the vacancy until the next annual meeting.
- d. Board membership is limited to two (2) consecutive three (3)-year terms.
- e. Any Board member missing from 2 consecutive meetings without a reason offered, or 3 consecutive meetings, even with a reason, will be contacted to determine his/her interest in continuing on the Board. The Board will then determine whether the member continues.
- f. Any board member whose behavior negatively affects the Board's ability to conduct business in support of the Association's purpose may be removed from the board, or any officer may be removed from office, with stated cause, by the affirmative vote of two-thirds (2/3) of the Board at a special meeting called expressly for that purpose, and attended by all board members minus the member in question.
 1. If action will be taken, the member in question shall then be notified. He/She will have 30 days to request a meeting of the Board (only a quorum being necessary) or to respond by letter.
 2. Special Meetings of the Board shall be called by the President or by any officer of the Board. Any Board member may request that a special meeting be called.

Section 2. Duties of Board Members

The duties of the Board Members shall include:

- a. Attendance at monthly Board meetings, conducted according to the attached Meeting Guidelines.

- b. Coordinate activities and programs by and for the Association Members.
- c. Approve all expenditures of YCMGA funds as provided in the attached financial policy.
- d. Elect Board Officers as follows:
 - President – to preside at all meetings of the YCMGA, general or board.
 - Vice President – to provide support and assistance to the President and perform the duties of President, in the event of his/her absence.
 - Secretary – to record the minutes of all YCMGA meetings, general or board.
 - Treasurer – to provide a monthly report of receipts and expenditures, and make an annual financial statement.

Section 3. Election of Board Officers

- a. Board Officers shall be elected at the first Board Meeting following the Annual Meeting.

Article IV MEETINGS

Section 1. Annual Meeting

An Annual Meeting of the YCMGA shall be held in early Spring for the purpose of electing Board Members, sharing the financial statement, and sharing project plans for the coming year.

Section 2. Majority Vote Required

- a. All actions by the Board shall be by majority vote of those members present and voting.
- b. All decisions voted on by the Association members shall be based on majority vote of those present and voting.

Article V AMENDMENTS

Section 1. Amendments

These bylaws may be amended at any meeting of the YCMGA, by a majority vote of the members present, provided that advance notice of the proposed amendments has been provided.