

BYLAWS
U.W. Extension's
Over the Garden Gate
Clark County Master Gardener Volunteer Association (MGVs)

Adopted November 1997

Amended February 2002, Membership Categories

Amended November 2009-Membership, Officers and Elections, Meetings

Amended June 2016—Complete Review & Update

Article I Name and Address

- This organization shall be known as the *Over the Garden Gate* Clark County Master Gardener Volunteer Association.

Cooperative Extension Service
University Extension
Clark County Office
517 Court Street, Room 104
Neillsville, WI 54456

Article II Purpose

- Our mission is to share and grow in our knowledge of horticulture and inspire our community through education and volunteerism.

Article III Membership

Categories of membership shall be as follows:

Section 1 - **U.W. Extension Certified Master Gardeners Volunteers (MGVs)**: Those individuals who have completed the MGV training and have fulfilled the yearly continuing education and volunteer hours.

Section 2 - **Intern Master Gardener Volunteers**: Those individuals who have completed the UW-Extension MGV Training Program but have not satisfied their volunteer hours for certification.

Section 3 - **Student Master Gardeners Volunteers**: Those individuals currently taking MGV training but who have not completed the coursework.

Section 4 - **Friends of Master Gardener Volunteers**: Those who wish to support the association from industry, business or the community, but who do not plan to take the MGV training.

Section 5 - Any adult, youth or business can participate in this MGV Association.

Section 6 - All members of the association shall be encouraged to become certified MGVs, but will retain voting rights regardless.

Article IV Officers and Elections

Officers

- Section 1* - It shall be the duty of the President to keep order and preside at the meetings of this association.
- Section 2* - In the absence or disability of the President, the Vice President shall perform the duties of the President
- Section 3*- The Secretary shall record and keep minutes of all proceedings, publish them from the previous meeting for members and have them approved at the next monthly meeting.
- Section 4* - The Treasurer shall receive and safely keep all funds of the association, pay out the same on the order of the membership, and make monthly reports at each regular meeting of receipts and disbursements.
- Section 5* - The advisor will answer questions, retrieve information and facilitate projects and programs of this association.

Elections

- Section 1* - Officers will be nominated in October. Elections will be held in November. Officers elected will begin to serve in January.
- Section 2* - Only certified MGVs will be allowed to hold office in this association.
- Section 3*- No member shall be eligible to hold office who has not been a member of the organization for one year.
- Section 4*- The term of office shall be no more than two years. Consecutive terms may be served by the same individual.
- Section 5*- The organization shall allow absentee ballots, when necessary, after approval by the membership.

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Article V Committees

The number and nature of committees will be determined by the membership as needed.

Article VI Meetings

Section 1 - Monthly club meetings will be held.

Section 2 – The club year runs from January through December

Section 3 – At least four monthly meetings will be set aside specifically for the purpose of fulfilling MGV educational requirements with dates and times that may vary from the norm.

Section 4 – A sign-in sheet will be circulated at each monthly meeting to record and verify attendance.

Section 5 – Thirty percent of members present at any meeting constitutes a quorum.

Section 6 – Order of business includes:

- A. Call to order
- B. Approval of minutes and introduction for new members and guests
- C. Treasurer's report
- D. Project/Committee Reports
- E. Old Business
- F. New Business
- G. Program
- H. Adjournment

Special Meetings

Section 1 – When thought necessary by officers or membership, separate meetings will be conducted on an individual or regular basis.

Article VII Dues

Section 1 – The annual dues rate shall be announced by the first meeting in January. The present rate is \$15 per individual.

Section 2 – Dues are payable by the end of December.

Section 3 – Only members whose dues are paid shall be entitled to vote or hold office.

Article VIII Amendments

Section 1 – These by-laws may be altered, amended, or repealed and new by-laws adopted by a two-thirds majority of the membership present at any club meeting.

Section 2 – Any changes in by-laws shall be reviewed and read at a minimum of three meetings before approval is made.

Section 3 – Signatures of officers constitute approval.

Date (Officially signed by OGG board members on 10/24/16)

President *Linda Schultz*

Vice President *John Dziekan*

Secretary/Treasurer *Judy Vine/Patricia Hubing*

(Sent to WIMGA secretary – officially signed original copy – via U.S. Mail)

Re-written by Dave Harnisch, OGG member and WIMGA Local Rep, following membership discussion and approvals.)