

Needham Garden Club - Proposed Bylaws Changes (2019)

<i>Article & Section</i>	<i>Current language</i>	<i>Proposed language</i>
Article III, Section 2, second sentence	After receiving their Membership Information Forms, the Membership Chairperson will meet with prospective members to acquaint them with the work of the Club.	After receiving their Membership Information Forms, the Membership Chairperson (s) will meet with prospective members to acquaint them with the work of the Club.
Article V, Section 1	The Officers of the Club shall be a President, a First Vice President, a Second Vice President, a Recording Secretary, a Corresponding Secretary and a Treasurer, and shall be known as the Administrative Committee.	The Officers of the Club shall be a President (s) , a First Vice President (s) , a Second Vice President (s) , a Recording Secretary, a Corresponding Secretary and a Treasurer, and shall be known as the Administrative Committee.
Article V, Section 3, first sentence	The Officers and Chairpersons of Standing Committees shall be elected by the Club at each annual meeting and shall hold office for two years.	The Officers and Chairpersons of Standing Committees shall be elected by the Club at each annual meeting and shall hold office for a term of two years, with a cap of two consecutive terms.
Article V, Section 4	Each committee shall have a Chairperson and a Co-Chairperson, if possible. Only one is required to attend the monthly Board meeting.	Each committee shall have a Chairperson and a Co-Chairperson (s) , if possible. Only one is required to attend the monthly Board meeting, but all are welcome to attend.
Article V, Section 5	The Executive Board shall appoint an auditor whose duty shall be to examine and verify the accounts of the Treasurer. The auditor shall submit a written report to the Treasurer with a copy to the President.	The Executive Board shall appoint an auditor whose duty shall be to examine and verify the accounts of the Treasurer annually following the end of the fiscal year. The auditor shall submit a written report to the Treasurer with a copy to the President by October 1st.
Article VI, Section 1, third sentence	Only Club members may attend.	Only Club members may attend the annual meeting.

Needham Garden Club - Proposed Bylaws Changes (2019)

Article VII, Section 1	The President shall preside at all meetings of the Club and of the Executive Board and perform all other duties consequent upon that office. In case of extended absence or disability of the Treasurer, the President shall sign checks with the approval of the Administrative Committee. The President shall be an ex-officio member of all committees except the Nominating Committee.	The President(s) shall preside at all meetings of the Club and of the Executive Board and perform all other duties consequent upon that office. In case of extended absence or disability of the Treasurer, the President (s) shall sign checks with the approval of the Administrative Committee. The President shall be an ex-officio member of all committees except the Nominating Committee.
Article VII, Section 2	In the absence or disability of the President, the First Vice President shall perform the duties of that office. The First Vice President shall be the Chairperson of the Program Committee.	In the absence or disability of the President (s), the First Vice President(s) shall perform the duties of that office. The First Vice President(s) shall be the Chairperson(s) of the Program Committee.
Article VII, Section 3	The Second Vice President shall be the Chairperson of the Flower Arranging Committee.	The Second Vice President(s) shall be the Chairperson (s) of the Flower Arranging Committee.
Article VII, Section 5, first sentence	The Corresponding Secretary shall have custody of the Club seals and shall conduct general Club correspondence as directed by the Executive Board or President.	The Corresponding Secretary shall have custody of the Club seals and shall conduct general Club correspondence as directed by the Executive Board or President.
Article VII, Section 8	The Recording and Corresponding Secretaries, the Treasurer, and the Chairpersons of the Membership and Newsletter Committees shall keep a corrected list of all members.	The President(s), the Recording and Corresponding Secretaries, the Treasurer, and the Chairpersons of the Membership and Newsletter Committees shall keep a corrected list of all members.
Article VII, Section 12	The Officers and Chairpersons of Standing Committees are responsible for reviewing and updating the inventory of the Needham Garden Club properties. This list will be compiled by the Properties Chairperson and distributed to the Executive Board at the January and June Board meetings.	The Officers and Chairpersons of Standing Committees are responsible for reviewing and updating the inventory of the Needham Garden Club properties. This list will be compiled by the Properties Chairperson and distributed to the Executive Board at the January and June Board meetings. Delete Section 12.

Needham Garden Club - Proposed Bylaws Changes (2019)

<p>Article VIII, Section 1</p>	<p>There shall be the following Standing Committees: Community Outreach, Finance, Flower Arranging, Horticulture, Hospitality, Membership, Newsletter, Nominating, Program, Publicity, Social Media, Ways and Means, and Yearbook.</p>	<p>There shall be the following Standing Committees: Communications, Community Outreach, Finance, Flower Arranging, Horticulture, Hospitality, Membership, Newsletter, Nominating, Program, Publicity, Social Media, and Ways and Means, and Yearbook.</p>
<p>Article VIII, Section 2</p>	<p>this is a new section --></p>	<p>Communications shall focus on disseminating information to both Club members and the community and encompasses the following: Publicity with responsibility for all publicity and advertising. Social Media with responsibility for maintaining and updating the Club's website and Facebook page. Yearbook with responsibility for the compilation, printing and distribution of yearbooks to members.</p>
<p>Article VIII, Section 3 (formerly Section 2)</p>	<p>Community Outreach focuses on community service and encompasses the following subcommittees: a) Civic Development shall be responsible for all Needham Garden Club Board-approved town beautification projects. b) Conservation shall aid in the protection of wildflowers and birds and aid in conservation work in general. c) Garden Therapy shall be responsible for all Board-approved Garden Therapy projects. d) Library Service shall be responsible for the placement of flowers or plants in the town library throughout the year.</p>	<p>Community Outreach focuses shall focus on community service and encompasses the following subcommittees: a) Civic Development shall be responsible with responsibility for all Needham Garden Club Board-approved town beautification projects. b) Conservation shall aid with responsibility for aiding in the protection of wildflowers and birds and aid in conservation work in general. c) Garden Therapy shall be responsible with responsibility for all Board-approved Garden Therapy projects with local seniors. d) Library Service shall be responsible with responsibility for the placement of flowers or plants in at the town library throughout the year.</p>

Needham Garden Club - Proposed Bylaws Changes (2019)

Article VIII, Section 4 (formerly Section 3), second sentence	They shall prepare the yearly budget and submit same at the first Executive Board meeting for approval.	They shall prepare the yearly budget and submit same at the first June Executive Board meeting for approval.
Article VIII, Section 5 (formerly Section 4), second sentence	They shall also encourage the art of flower arranging in all its aspects.	They shall also encourage the art of flower arranging in all its aspects with workshops and other educational programs.
Article VIII, Section 6 (formerly Section 5)	Horticulture shall direct the study of horticulture in all its aspects.	Horticulture shall direct the study of horticulture in all its aspects with workshops and other educational programs.
Article VIII, Section 7 (formerly Section 6)	Hospitality shall be responsible for refreshments and the appointment of hostesses and greeters for all regular meetings. After receiving approval of the committee's plans from the Executive Board, the Chairperson shall have full responsibility for the Annual Meeting.	Hospitality shall be responsible for organizing refreshments and the appointment of appointing hostesses and greeters for all regular meetings. After receiving approval of the committee's plans from the Executive Board, the Chairperson The Committee shall have full responsibility for the Annual Meeting.
Article VIII, Section 8 (formerly Section 7)	Membership shall be responsible at each meeting for name tags, attendance records and guest contributions.	Membership shall promote and encourage new membership and facilitate active participation in the Club. At each meeting, the Committee shall be responsible at each meeting for name tags, attendance records and guest contributions.
Article VIII, Section 9 (formerly Section 8)	Newsletter shall be responsible for preparing and sending newsletters to members when so authorized by the Board.	Newsletter shall be responsible for preparing and sending bimonthly newsletters to members when so authorized by the Board during the program year.

Needham Garden Club - Proposed Bylaws Changes (2019)

<p>Article VIII, Section 10 (formerly Section 9), sentences 1-4</p>	<p>Nominating shall be a Committee of eight. The Chairperson or Co-Chairpersons (the immediate past President or Co-Presidents, whenever possible) shall be nominated by the Nominating Committee. Three members shall be appointed by the Executive Board. The remaining members shall be appointed by the Chairperson from the general membership. ...</p>	<p>Nominating shall be a Committee of eight. The Chairperson or Co-Chairpersons (the immediate past President or Co-Presidents, whenever possible) shall be nominated by the Nominating Committee. at least five, including the immediate past President(s) as Chairperson(s) whenever possible. Three additional members shall be appointed by selected from the Executive Board. The remaining members shall be appointed by the Chairperson shall appoint additional members from the general membership. ...</p>
<p>Article VIII, Section 11 (formerly Section 10), second sentence</p>	<p>The programs shall be carried out under the supervision of the Chairperson.</p>	<p>The programs shall be carried out under the supervision of the Chairperson. Delete second sentence</p>
<p>Article VIII, Former Section 11</p>	<p>Publicity shall be responsible for all publicity and advertising.</p>	<p>Publicity shall be responsible for all publicity and advertising. Delete this section.</p>
<p>Article VIII, Former Section 13</p>	<p>Yearbook shall be responsible for the compilation, printing and distribution of yearbooks to members.</p>	<p>Yearbook shall be responsible for the compilation, printing and distribution of yearbooks to members. Delete this section</p>
<p>Article IX</p>	<p>When deemed necessary, and subject to Executive Board approval, the President may create a special committee to accomplish work of the Club and appoint its Chairperson. The Chairperson, in turn, may appoint as many members as needed.</p>	<p>When deemed necessary, and subject to Executive Board approval, the President(s) may create a special committee to accomplish work of the Club and appoint its Chairperson(s). The Chairperson(s), in turn, may appoint as many members as needed.</p>
<p></p>	<p></p>	<p></p>
<p>Other Corrections to Bylaws</p>	<p>Article X, Section 1 - change 'Active' to 'active'; Article XIV - change '501 C (3)' to '501(c)(3)'; Article XV - insert ', ' after 'damages'</p>	<p></p>
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Needham Garden Club - Proposed Bylaws Changes (2019)

Standing Rules, #2	Members must notify the Corresponding Secretary of any change of address.	Members must notify the Membership Chairperson(s) of any change of mailing address, email address and phone number.
Standing Rules, #3	The expenses of the President, or her representative, to the Annual Meeting of The Garden Club Federation of Massachusetts, Inc., and to any other meetings at which she officially represents the Club, shall be paid from the Club treasury.	The expenses of the President (s) , or her their representative, to the Annual Meeting of The Garden Club Federation of Massachusetts, Inc., and to any other meetings at which she the Club is officially represent ed the Club , shall be paid from the Club treasury.
Standing Rules, #4	[no change to text of rule]	Delete (March, 2006)