

Los Angeles Cactus and Succulent Society Bylaws

Originated 3/6/55. Document revised 10/2/55, 6/5/60, 8/4/63, 6/7/70, 11/7/71, 1/5/74, 9/22/75, 2/20/90, 12/12/95, 1/15/97, 2/5/09, 11/07/13. Last Reviewed 11/07/13.

Mission Statement

The Los Angeles Cactus and Succulent Society (LACSS) cultivates the study and enjoyment of cacti and succulent plants through educational programs and activities that promote the hobby within a community of fellow enthusiasts and among the greater public.

Article I --- Name

Section 1	The name of this organization shall be the Los Angeles Cactus and Succulent Society (LACSS).
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Article II --- Members

Section 1	There are four classes of membership: Honorary, Life, Individual and Family.
Section 2	Both Honorary and Life members are exempt from payment of dues.
Section 3	Honorary membership may be proposed by any member and must be elected by a majority vote of the Board of Directors. Honorary membership may be bestowed upon a member or non-member who has made major contributions to the cactus and succulent hobby or the LACSS. This appointment is for one calendar year.
Section 4	Life membership may be bestowed on any member for years of outstanding devotion and valuable services rendered toward the advancement of the LACSS by a majority vote at a regular meeting of the Board.
Section 5	Individual members are those who have paid the prescribed dues. Honorary, Life and Individual members will receive the <i>Cactus Chronicle</i> .
Section 6	Family members are those who reside with an Individual member. Families must pay the additional prescribed dues. Only one <i>Cactus Chronicle</i> will be sent per Family membership.
Section 7	Individual members and Family members will have the same rights and responsibilities.

Article III --- Dues

Section 1	Dues for Individual and Family membership shall be determined by the Board of Directors, published regularly in the <i>Cactus Chronicle</i> and are payable by the January meeting.
Section 2	The membership year for the LACSS shall start January 1 of each year and will expire on December 31.
Section 3	New members who join after the June meeting will be required to pay only one half the prescribed annual dues.
Section 4	Members whose dues are not paid by the February meeting shall be notified by the Membership Chair in writing or email. If no payment is made by the March meeting, they shall be dropped from the membership roster.

Article IV --- Officers

Section 1	<p>The Officers of the LACSS will consist of the following: President, three Vice-Presidents, Secretary, Treasurer, and two Directors, who each hold office for a term of two years.</p> <p>They are to be elected on alternate years as follows:</p> <ul style="list-style-type: none"> • Serving on even-numbered years (2012,2014 etc): President, VP Special Events, Treasurer, and one Director • Serving on odd-numbered years (2011,2013 etc): VP Programs, VP Plant of the Month, Secretary, and one Director <p>Elected officers will assume office on January 1.</p>
Section 2	<p>A. No person shall be elected to serve more than two consecutive full terms in the same office.</p> <p>B. The term limit provision may be suspended under the following conditions:</p> <ol style="list-style-type: none"> 1. There are no candidates other than the incumbent for the office. 2. There is a majority vote by the membership at the election.
Section 3	Any Officer who fails to attend three consecutive regular monthly meetings without advising the Secretary or President of the reason, either by telephone, letter or email prior to the meeting, will be dropped from office.

Article V --- Duties of Officers

Section 1	<p><u>President:</u> The President shall preside at all meetings of the Board of Directors and of the LACSS; be an ex officio member of all committees except the nominating committee; give a brief report at the first regular meeting following each Board meeting outlining the actions taken. Following the annual election, the President shall appoint the Committee Chairs and all other appointed Officials. Appointed Chairs and Officials shall serve for one year and may be reappointed annually by the President.</p>
Section 2	<p><u>Vice-President:</u> A Vice-President shall preside at meetings in the absence or incapacity of the President, and when so acting have all of the authority of the President.</p> <p>The duties of the three Vice-Presidents shall be as follows: First VP – Programs Second VP – Plant of the Month Coordinator Third VP – Special Events</p>
Section 3	<p><u>Secretary:</u> The Secretary shall record all minutes of the business meetings of the LACSS and the Board of Directors; maintain written records of the LACSS; help with elections.</p>
Section 4	<p><u>Treasurer:</u> The Treasurer shall receive collections from all entities collecting monies on behalf of the society, issuing a receipt for the same; disburse all monies as directed by the Board of Directors or by vote of the membership; present a verbal statement of finances at any meeting when called upon; and make a written report at the end of the fiscal year. A copy of this annual report shall be given to the Secretary to be filed with other LACSS records. The Treasurer shall establish an account in a bank which is acceptable to the Board of Directors, in the name of the Los Angeles Cactus and Succulent Society for the funds of the society and such funds that may be placed therein. The bank book for this account shall remain in the custody of the Treasurer during his or her term of office.</p>
Section 5	<p><u>Directors:</u> If any office becomes vacant during the year, it will be filled by the senior Director.</p>

Article VI --- Board of Directors

Section 1	The business of the LACSS shall be vested in a Board of Directors and their duties shall be outlined in these bylaws.												
Section 2	<p>The Board of Directors shall consist of the Elected Officers of the LACSS, the Past President, and all other Appointed Officials.</p> <p>Appointed Officials:</p> <table border="1" style="margin-left: 20px;"> <tr> <td>Editor</td> <td>Mentor Coordinator</td> </tr> <tr> <td>Librarian</td> <td>Drawing and Plant Procurement</td> </tr> <tr> <td>Membership</td> <td>LACSS Show Chair</td> </tr> <tr> <td>Education</td> <td>Intercity Show Chair</td> </tr> <tr> <td>Historian</td> <td>Holiday Party Chair</td> </tr> <tr> <td>Webmaster</td> <td>Member(s) at Large</td> </tr> </table>	Editor	Mentor Coordinator	Librarian	Drawing and Plant Procurement	Membership	LACSS Show Chair	Education	Intercity Show Chair	Historian	Holiday Party Chair	Webmaster	Member(s) at Large
Editor	Mentor Coordinator												
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Section 3	Other non-Board positions will be appointed by the President, for example, Cactus Garden Coordinator, Refreshments, CSSA affiliate rep.												
Section 4	The Board of Directors shall meet at least twice each year and at any other time when requested by the President following notification via telephone or email.												
Section 5	All members of the Board have one vote on all issues presented during Board meetings. The President will vote only to break a tie.												

Article VII --- Nominations

Section 1	Before the October meeting, the Board shall select one Board member and two general members for the Nominating Committee. After the Nominating Committee is appointed, it shall select, contact and interview for the offices members who have been in good standing for not less than one year. A written list of nominees for each office that will be vacated will be published in the Cactus Chronicle and submitted to the membership at the penultimate meeting of the year. A copy of this slate shall be given to the Secretary to be filed with other LACSS records.
Section 2	Nominations from the floor at the penultimate meeting of the year shall be accepted provided that the member being nominated is present and has given consent to the nomination, or if absent, has given the nominator written consent to the nomination. The written consent shall be presented to the Secretary at the time of nomination.

Article VIII --- Elections

Section 1	After the list of nominees has appeared in the Cactus Chronicle, all officers shall be elected at the last regular meeting of the year. Vote shall be by ballot unless there is only one candidate for each office, when election shall be held by voice vote.
Section 2	If necessary, an election board of three persons shall be appointed by the President at the election meeting to count the votes.. All officers shall assume office on January 1.
Section 3	All ballots from the election shall remain in the possession of the Secretary, open to inspection by any member of the society, for a period of not less than sixty days following the election.

Article IX --- Committees

Section 1	The President shall appoint, with the approval of the Board, all committees that may be deemed as necessary.
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Article X --- Meetings

Section 1	Regular meetings shall be held at the time and place selected by the LACSS as announced at the previous meeting.
Section 2	Special meetings may be called at any time by the President or the Board of Directors, with all members being notified by telephone, email or mail.
Section 3	The December gathering is deemed to be "The Awards Dinner" and is not considered a regular meeting.

Article XI --- Quorum

Section 1	One-fifth of the most recent roster shall constitute a quorum of the LACSS.
Section 2	A majority of the Board of Directors shall constitute a quorum of the Board.

Article XII --- Rules

Section 1	<i>Robert's Rules of Order, Newly Revised</i> shall govern all points not covered by these bylaws.
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Article XIII --- Amendments

Section 1	Amendments may be proposed by any LACSS member in good standing. The proposal must be submitted in written form.
Section 2	The Board shall appoint a three member ad-hoc Bylaws Committee to review any proposed bylaw amendment. The committee will then make a recommendation to the Board regarding adoption, modification or rejection of the proposed bylaw amendment.
Section 3	After approval by the Board, the proposed amendment shall be presented to the general membership for approval.
Section 4	The proposed amendment shall be adopted upon a two-thirds vote of the members present and eligible to vote at the regular meeting following its publication in the <i>Cactus Chronicle</i> .
Section 5	The Board shall appoint a three-member ad hoc Bylaws Committee of Board members to review the current bylaws at least every five years.

Article XIV --- Affiliations

Section 1	The LACSS shall be affiliated with the Cactus and Succulent Society of America, Inc. and the Treasurer shall pay affiliate dues each January.
Section 2	The LACSS may, by majority vote of the Board, affiliate yearly with any group whose stated purpose would, in some manner, further the interests and purposes of the LACSS.

Article XV --- Distribution and Storage

Section 1	These bylaws shall be distributed or made available to all members of the LACSS. All bylaws shall be maintained by the Secretary in hard copy and digital form.
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Article XVI --- Requirements for IRS 501 (c) (3) Status

Section 1	The Los Angeles Cactus and Succulent Society is organized exclusively for charitable, religious, educational, or scientific purposes, including, for such purposes, the making of distributions to organizations that qualify under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.
Section 2	No part of the net earnings of the LACSS 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.
Section 3	No substantial part of the activities of the LACSS shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office.
Section 4	Notwithstanding any other provision of these articles, the LACSS shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.
Section 5	Upon the dissolution of the LACSS, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(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 a 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 organization 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 such purposes.