

**CALIFORNIA RARE FRUIT GROWERS  
ORANGE COUNTY CHAPTER  
BYLAWS**

**2009**

**ARTICLE I. NAME**

The name of this chapter shall be the ORANGE COUNTY CHAPTER of the CALIFORNIA RARE FRUIT GROWERS, INC. hereafter called the Chapter.

**ARTICLE II. OBJECTIVE**

The objective of the Chapter is to further the activities of the California Rare Fruit Growers, Inc. (CRFG) at the local level in Orange County and surrounding communities. The primary purpose of the CRFG, Inc. is to encourage and further public and scientific interest, research, education and preservation of rare fruit plants.

**ARTICLE III. MEMBERSHIP AND DUES**

SECTION 1. Membership

- A. Regular membership in the Chapter shall be open to all interested in the objectives of the Chapter upon payment of the annual dues. Regular membership requires membership in CRFG, Inc.
- B. Honorary Life Membership in the Orange County Chapter may be awarded to individuals who have served the Chapter in an outstanding way. Honorary Life members have all the rights and privileges of regular members. They do not pay Chapter dues.

SECTION 2. Dues

- A. The annual dues payable by the members shall be an amount determined by the Board of Directors.
- B. Membership shall be for a twelve (12) month period starting with the month when the dues are received.
- C. Chapter dues shall be delinquent the month after the dues are due, and delinquent members shall be removed from the membership after notification through a notice in the Newsletter.

**ARTICLE IV. OFFICERS AND DUTIES**

SECTION 1. Officers

- A. The officers of the Chapter shall be: Chairman, Vice Chairman, Secretary and Treasurer, all of whom shall be elected for a term of one year.

- B. Should an officer be unable to complete the term, the officers shall elect a replacement to complete the term.
- C. No officer shall hold more than one office at a time and no officer shall serve in the same office more than two (2) consecutive terms, **except for the Treasurer, who may serve up to four (4) consecutive terms.**

## SECTION 2. Duties

### A. CHAIRMAN

- a. The Chairman shall serve as the executive officer of the Chapter and shall preside at all regularly scheduled general meetings, special meetings, and Board of Directors meetings.
- b. The Chairman shall inform members of the time and place of general meetings via the Newsletter and may call special meetings.
- c. The Chairman shall appoint all Standing Committee Chairmen with the approval of the Board of Directors.
- d. The Chairman shall be an ex-officio member without voting privileges of all committees except the Nominating Committee.

### B. VICE CHAIRMAN

- a. The Vice Chairman shall assist the Chairman, and assume the duties of the Chairman in the absence of the Chairman.
- b. The Vice Chairman shall serve as the Chapter Program Chairman, and as such shall plan programs for each meeting.

### C. SECRETARY

- a. The Secretary shall keep an accurate record of all votes taken at General Meetings.
- b. The Secretary shall keep a record of Board of Directors meetings and any special meetings called.

### D. TREASURER

- a. The Treasurer shall have charge of all monies and pay all bills on the order of the Board of Directors.
- b. All monies received shall be deposited in the bank approved by the Board of Directors.
- c. The name of the bank account shall be Orange County California Rare Fruit Growers.
- d. The Treasurer shall make a financial report at each Board of Directors meeting.
- e. The Board of Directors shall appoint a person to audit the funds, books and vouchers of the Treasurer at the end of each calendar year and report in writing to the Board of Directors.

- f. An Officer of the Chapter must authorize any expenditure up to two hundred fifty dollars (\$250).
- g. Any expenditure in excess of two hundred fifty dollars (\$250) must have the approval of the Board of Directors.
- h. Any expenditure in excess of three hundred fifty dollars (\$350) shall be subject to approval by the general membership.

## **ARTICLE V. ELECTIONS**

### **SECTION 1. The Nominating Committee.**

A nominating committee of three (3) persons shall be appointed by the Chairman by the November Board of Directors Meeting. The Committee shall present a slate of candidates for offices of the Chapter at the January Board of Directors Meeting.

SECTION 2. The slate of candidates presented by the nominating Committee shall be published in the Newsletter preceding the January General Meeting.

SECTION 3. Additional nominations, with the consent of the nominees, may be made from the floor at the January General Meeting.

SECTION 4. Members present and voting at the January General Meeting shall elect the new officers. A majority of all votes cast shall constitute election. Election results will be announced at the January Meeting and will be published in the next Newsletter.

SECTION 5. Officers shall assume their duties at the conclusion of the meeting at which they are elected. The retiring Secretary shall complete the meeting minutes, and the retiring Treasurer shall complete the financial transactions to close the books.

SECTION 6. The Officers and Directors of the Chapter are not personally liable for any debts or obligations of the Chapter.

## **ARTICLE VI. MEETINGS**

SECTION 1. Chapter meetings shall be held on dates selected by the Board of Directors.

SECTION 2. Written notice of every general meeting shall be given to the members through publication in the Newsletter and mailed to the last known address of each member not less than seven (7) days before the meeting. Such notice shall state the date, time, location and purpose of the meeting. Electronic notices are permitted.

SECTION 3. Ten percent (10%) voting members shall constitute a quorum with one vote per dues paying entity.

SECTION 4. The January General Meeting shall be designated as the Annual Meeting.

SECTION 5. Special Meetings may be called by the Chairman or by petition of fifteen (15) or more members of the Chapter. A written notice stating the time, location and the business of the meeting shall be sent to each member. No business other than that stated in the call to the meeting shall be transacted.

## **ARTICLE VII. BOARD OF DIRECTORS**

SECTION 1. The property, business affairs and concerns of the Chapter shall be vested in the Board of Directors composed of the elected Officers (Chairman, Vice Chairman, Secretary, Treasurer), the Chairmen of the Standing Committees and the Immediate Past President. All have voting rights.

Two officers, the Treasurer and the Chairman, shall have signature authority for all club bank accounts. A transaction (check, withdrawal, etc.) shall be valid with the signature of either one.

SECTION 2. Should an officer or committee chairman neglect the duties of the position, they may be replaced by a majority vote of the Directors.

SECTION 3. Meetings

- A. The Board of Directors shall hold regularly scheduled meetings.
- B. Seven members of the Board of Directors, including two elected officers, shall constitute a quorum.

## **ARTICLE VIII. COMMITTEES**

SECTION 1. The Standing Committees of the Chapter shall include: Green Scene, Fairs, Membership, Group Purchasing, Librarian, Hospitality, Newsletter, Greeter and Registration, Videos, Tasting Table, Fullerton Arboretum Plantings, Centennial Farm Planting, Parliamentarian, Webmaster, Field Trips, Scionwood Exchange, Santa Ana Zoo Liaison, and Members at Large.

- A. The Green Scene Committee shall plan the Chapter participation and coordinate the plant sale at the Chapter Booth.
- B. The Fair Committee shall plan and supervise the Chapter's participation in the Orange County Fair.

- C. The Membership Committee shall keep the membership list, provide rosters with necessary updates and provide labels for mailing the Newsletter to the Chapter members.
- D. The Group Purchasing Committee shall arrange for the group purchasing for the Chapter.
  - a. All bulk buying must be authorized by the Board of Directors.
  - b. The purchases ordered by members must be prepaid. No chapter funds can be involved.
  - c. Delivery sites must be arranged in advance of ordering.
- E. The Library committee shall have custody of the Chapter Library, and shall be responsible for the loan and return of the material.
  - a. The Library Committee shall maintain a complete inventory of the Library and the location of each article.
  - b. Members must show their state membership cards to check out material from the Library.
- F. The Hospitality Committee shall arrange to have light refreshments at the Chapter Meetings.
- G. The Newsletter Editor shall publish a monthly newsletter that includes notices of coming meetings and articles of interest.
- H. The Greeter / Registration Committee shall greet the members at the entrance and keep a record of the attendance.
- I. The Video Committee shall videotape the programs, and add the finished videos to the Library.
- J. The Tasting Table Committee shall arrange to display the ripe fruit for tasting brought to the meeting by members.
- K. The Fullerton Arboretum Planting Committee shall, with the cooperation of the Fullerton Arboretum, supervise the Chapter display planting on the Arboretum Grounds.
- L. The Centennial Farm Planting Chairman shall, with the cooperation of the Fair Grounds personnel, supervise the Chapter planting on the Orange County Fairgrounds.
- M. The Parliamentarian appointed by the Chairman shall advise the Chairman on points of parliamentary procedure as required and shall serve as the Chairman of the Bylaws Committee. The Bylaws Committee shall review the bylaws as directed by the Board of Directors.
- N. The Webmaster shall develop and maintain the Orange County Chapter Website.
- O. Santa Ana Zoo Liaison shall co-ordinate the Chapter activities at the Santa Ana Zoo.
- P. The Scionwood Committee shall plan and supervise the Great Southern California Scionwood Exchange.
- Q. Members at Large
  - a. A Member at Large shall serve as a liaison between the General Membership and the Board of Directors.

- b. A Member at Large shall serve as a liaison between the CRFG, INC. and the Board of Directors.
- R. Field Trip Director shall plan and organize field trips for the Chapter.

SECTION 2. Special Committees may be appointed by the Chairman with the approval of the Board of Directors.

## **ARTICLE IX. PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the Chapter in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order that the Chapter may adopt and the Bylaws of CRFG, Inc.

## **ARTICLE X. AMMENDMENTS**

SECTION 1. Any member may propose to amend these Bylaws by submitting his proposal to the Board of Directors.

SECTION 2. All amendments of these Bylaws shall be approved first by a majority vote of the Board of Directors at a duly called meeting and then submitted to the Chapter membership for ratification.

SECTION 3. After approval of the Board of Directors the Bylaws may be amended by a two thirds (2/3) vote of those present and voting at any regular meeting at which a quorum is present. Copies of the Bylaws changes will be available on the website and in the Chapter Library.

## **ARTICLE XI. DISSOLUTION**

In the event of the dissolution of the Chapter, the assets of the Chapter shall be transferred to CRFG, Inc. after all obligations of the Chapter have been met.

Revised      01/1990  
                  01/1993  
                  06/2001  
                  11/2005  
                  10/2008  
                  9/2009