

# BC Council of Garden Clubs

## Constitution

All existing articles of the Constitution are hereby revoked, and the following articles are submitted in their place.

### ARTICLE 1 – NAME AND STRUCTURE

1. The name of the unincorporated organization is the BC Council of Garden Clubs, hereinafter referred to as the “Council.” The governing body of the Council shall be as defined in Bylaws: Article 3 (1) of Part One of the Constitution and hereinafter referred to as the “Executive.”

### ARTICLE 2 – PURPOSES

1. The purposes of the Council are:
  - a. to **monitor and direct**<sup>15</sup> the scholarship and bursary fund set out in Part Two of this Constitution (“**Scholarship Fund**”<sup>15</sup>), which shall provide **funds to selected educational institutions to assist**<sup>15</sup> students to further their education in horticulture **and horticulture-related programs**<sup>15</sup>;
  - b. to speak with a unified voice for hobby horticulture and to help in furthering interest in conservation and civic beautification;
  - c. to act as a medium of exchange for new ideas in horticulture and associated fields;
  - d. to encourage affiliated club members undertaking multi-club, national and international shows;
  - e. to issue a publication relating to the business of the Council and any horticultural information that would be of interest to the members of the Council;
  - f. to sponsor training classes for Horticultural Judges **and Floral Design Judges and to publish a Horticulture Judging and Exhibiting Standards manual and a Floral Design Judging and Exhibiting Standards manual**;<sup>8</sup> and
  - g. to provide a Speakers’ List on horticultural subjects.

## PART ONE – BYLAWS

### ARTICLE 1 – MEMBERSHIP

1. Membership shall be open to all horticulture **and floral arts and design**<sup>1</sup> organizations in British Columbia. They shall be known as “Affiliated Club Members” (ACM’s).
2. Membership dues are payable in full by ACM’s on or before December 31st for the following calendar year. **Any change to the dues shall be approved by the ACM’s prior to the change taking effect.**<sup>12</sup>
3. Every ACM must uphold the Constitution and comply with these Bylaws.

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<sup>1</sup> Amendment #2: Article 1, Item 1 adopted at the March 22, 2014 Annual General Meeting

<sup>8</sup> Amendment # 6, Article 2, Item f adopted at the April 6, 2019 Annual General Meeting

<sup>12</sup> Amendment # 10, Article 1, Item 2 adopted at the March 27, 2021 Annual General Meeting

<sup>15</sup> Amendment adopted at the April 9, 2022 Annual General Meeting

4. On becoming a member, all ACM's shall have access to the Constitution and Bylaws of the Council, the Membership Directory, the Speakers' List and the Judges' List.<sup>13</sup>
5. All ACM's shall report to the Council the name, email address and telephone number of a designated liaison person. This information shall be provided in conjunction with the payment of membership dues. The ACM's shall report changes to the information to the Council.<sup>14</sup>
6. An ACM shall cease to be a member of the Council:
  - a. by delivering its resignation in writing to the Secretary of the Council or by mailing or delivering it to the address of the Council;
  - b. on being expelled; or
  - c. on having been a ACM not in good standing, e.g. on being in default of dues payment prior to March 1st.
  - d. An ACM may be expelled by a special resolution of the members passed at a general meeting. The notice of the special resolution for expulsion shall be accompanied by a brief statement of the reason or reasons for the proposed expulsion. The ACM who is the subject of the proposed resolution for expulsion shall be given an opportunity to be heard at the general meeting before the special resolution is put to a vote.

## ARTICLE 2 – MEETINGS OF MEMBERS

1. The Annual General Meeting shall be held in the period from March 1st to April 30th of each year.
2. All other meetings shall be called general meetings. A general meeting shall be held in October of each year.
3. The Executive may call a general meeting at any time by giving the ACM's at least fourteen (14) days' notice of the time and place, and by sending agendas to the members at least seven (7) days before the scheduled date of the meeting by pre-paid mail or by email. The notice required for a meeting can only be waived by the unanimous consent of all members entitled to attend the meeting: this to be done by informing the President at least three (3) days prior to the meeting.
4. If the President of the Council is unable to preside at any meeting, the following, in the order given, will preside in their place:
  - a. The First Vice President;
  - b. The Second Vice President.Failing any of the above being able to preside, one of the other members of the Executive must preside as chairperson at any of the meetings.
5. Fifteen percent (15%)<sup>2</sup> of the ACM's in good standing shall constitute a quorum at the AGM and at any general meeting.

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<sup>2</sup> Amendment #5, Article 2, Item 5 adopted at the March 22, 2017 Annual General Meeting

<sup>13</sup> Amendment # 11, Article 1, Item 4 adopted at the March 27, 2021 Annual General Meeting

<sup>14</sup> Amendment # 12, Article 1, Item 5 adopted at the March 27, 2021 Annual General Meeting

6. A simple majority of the ACM's present at the meeting is required to adopt any resolutions except those resolutions that amend the Constitution, for which **two-thirds (2/3)**<sup>3</sup> of the ACM's present, plus any proxy votes, is required. The Notice of Meeting must include notice of any new resolutions to be presented at the meeting.

## **ARTICLE 3 – ELECTIONS AND APPOINTMENT OF OFFICERS**

1. There shall be six (6) elected officers (“Officers”), these being the President, Secretary, Treasurer, First Vice President, Second Vice President, and **Communications Coordinator**.<sup>4</sup> These six (6) positions, plus the Chairperson of the **Scholarship Fund Committee (SFC)**<sup>15</sup> and the immediate Past President, constitute the Executive, who all have voting privileges.
  - a. **The Immediate Past President shall be a member of the Executive Board with voice and vote for a period of two years following the election of a new President, to provide continuity and context. Thereafter, the Immediate Past President shall no longer be a member of the Executive Board but may attend Board meetings with voice and with no vote.**<sup>4</sup>
2. Each year one person shall be elected by the accredited delegates at the AGM to the position of BC Council of Garden Clubs’ **Scholarship Fund Committee**<sup>15</sup> as a **Director**<sup>15</sup> for the term of three (3) years, or longer if mutually acceptable.
3. Elections of Officers shall be held each year at the AGM. Officers so elected shall take office at the conclusion of that meeting.
4. **The President, Secretary and Second Vice President shall be elected in odd numbered years. The First Vice President, Treasurer and Communications Coordinator**<sup>4</sup> shall be elected in even numbered years.
5. **A Nominations Committee to seek candidates for the Executive Board shall be formed by the Executive Board no later than five months prior to the Annual General Meeting.**
  - a. **The Executive Board shall appoint a Chairperson who is not a member of the current Executive Board.**
  - b. **The appointed Chairperson shall recruit up to three additional members to form the Committee.**
  - c. **Committee members are subject to the approval of the Executive Board.**
  - d. **The Nominations Committee will appoint one of the committee members to conduct the elections at the Annual General Meeting.**<sup>5</sup>
6. Each ACM shall appoint one delegate (“Delegate”) to attend meetings on its behalf. No Delegate shall represent more than one ACM, thus each ACM in good standing shall have one vote at Council meetings.

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<sup>3</sup> Amendment #1, Article 2, Item 6 adopted at the March 18, 2006 Annual General Meeting

<sup>4</sup> Amendment #4, Article 3, Item 1 and 4 adopted at the March 12, 2016 Annual General Meeting

<sup>5</sup> Amendment #3, Article 3, Item 5 and a) to d) adopted at the March 14, 2015 Annual General Meeting

<sup>15</sup> Amendment adopted at the April 9, 2022 Annual General Meeting

7. Members unable to attend the AGM may submit their proxy vote, in writing in a sealed envelope, to the President no later than seven (7) days prior to the AGM, which will only be opened at the time of voting.
8. Nominations will be accepted from the floor. The nominator must have the prior consent of the nominee, in writing, if the person is absent.
9. The President shall not hold the same office for more than two consecutive terms but may stand for election to another office. The other Officers are not restricted to these terms.
10. Voting on elections and amendments to the Constitution shall be by secret ballot. If there is only one name proposed for each elected position, that person may be declared elected by acclamation.
11. A simple majority of the Delegates present, plus any received proxy votes, is necessary to elect a person to the position of Officer.
12. Two scrutineers shall be elected by the voting ACM's to count the ballots regarding elections and any changes to the Constitution. All ballots shall be destroyed after results have been confirmed unless there is an objection from the floor.
13. In the event that there is a vacancy in the Executive during the year, the Executive is empowered to appoint an Officer to take the place of the former Officer, and such person shall hold office until the next AGM.
14. The President shall appoint any chairperson or committee as deemed necessary by the Executive to carry out the business of the Council.

## **ARTICLE 4 – POWERS AND DUTIES OF THE EXECUTIVE**

1. The Executive is empowered to remove from office, by **two-thirds (2/3) vote,**<sup>6</sup> any Officer **or Director**<sup>15</sup> for acting against the interest of the Council, consistent failure to perform the duties entrusted to their office, or failure to attend at least three (3) consecutive Executive Meetings during **their** term. **The removal is deemed to be effective when a copy of the resolution has been delivered to that Officer or Director and/or on any later date specified in the resolution**<sup>15</sup>.
2. The Executive shall meet no less than four (4) times in the calendar year at a place mutually agreed upon by all the members of the Executive.
3. Three (3) officers of the Executive constitute a quorum at Executive meetings.

## **ARTICLE 5 – DUTIES OF OFFICERS**

1. These duties will be determined from time to time by the Executive.

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<sup>6</sup> Amendment # 1, Article 4, Item 1 adopted at the March 18, 2006 Annual General Meeting.

<sup>15</sup> Amendment adopted at the April 9, 2022 Annual General Meeting

## **ARTICLE 6 – DUTIES OF COMMITTEES**

1. These duties will be determined from time to time by the Executive.

## **ARTICLE 7 – FINANCE**

1. The fiscal year of the Council shall be January 1st to December 31st. The accounts of the Council shall be kept by the Treasurer and closed on December 31st of each year.
2. The annual accounts and financial statements of the Council shall be subject to financial review either by a qualified independent accountant or by at least **one**<sup>11</sup> member appointed by the ACM's at the general meeting. No member of the present or elected Executive shall be appointed to review the financial records of the Council. The accountant's or the reviewer's report, as the case may be, shall be presented at the AGM with copies available for all ACM's in attendance or by request later.
3. Monies required for the operation of the Council shall be held on deposit in a Canadian chartered bank, credit union or trust company subject to Federal and/or Provincial guarantee of deposits. Monies not required for current operations shall be invested in Canadian financial institutions subject to Federal and/or Provincial guarantee of deposits.
4. The Signing Officers of the Council shall be any two of the following Officers: President, Treasurer, Secretary, Vice President and Past President.
5. The Council is not permitted to borrow funds.
6. All committees are required to submit a budget within two (2) months of taking office.

## **ARTICLE 8 – EXPENSES**

1. Any person incurring authorized expenses while engaged in the affairs of the Council shall be reimbursed for those expenses.
2. Receipts are required for reimbursement. Expenses for which receipts are not normally given, such as mileage, will be reimbursed at the discretion of the Executive, provided that authorization is requested in advance.
3. No member of the Executive or any committee of the Council shall receive any compensation or remuneration for services rendered on behalf of the Council.

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<sup>11</sup> Amendment # 9, Article 7, Item 2 adopted at the October 25, 2020 General Meeting

## ARTICLE 9 – AMENDMENTS

1. Notice of any proposed amendment to the Constitution and/or Bylaws shall be presented in writing and distributed by E-Bulletin sixty (60) days prior to any general meeting or AGM of the membership and voted on by the ACM's in good standing at the upcoming general meeting or AGM. This allows the ACM's to discuss the proposals and to prepare their delegates to vote on the proposed amendment.
2. ACM's shall be advised of any approved amendments in the first BC Council of Garden Clubs E-Bulletin published after the general meeting or AGM in which the proposed amendment was presented.
3. This Constitution and/or Bylaws may be amended by approval of a motion by two-thirds (2/3)<sup>7</sup> of votes cast at a general meeting or AGM.<sup>9</sup>

## ARTICLE 10 – RULES OF ORDER

1. *Robert's Rules of Order*, H.M. Robert et al., 10th ed. (Cambridge, MA; Perseus Press, 2000), or later editions, shall govern the Council in all procedural matters not contained in this Constitution and Bylaws.

## ARTICLE 11 – ADDRESS OF THE COUNCIL

1. The address of the Council shall be determined by the current President.

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<sup>7</sup> Amendment # 1, Article 9, Item 3 adopted at the March 18, 2006 Annual General Meeting

<sup>9</sup> Amendment # 7, Article 9, Item 1, 2 & 3 adopted at the April 6, 2019 Annual General Meeting

## PART TWO – SCHOLARSHIP FUND

All existing articles of the Scholarship Trust Fund are hereby revoked, and the following Articles are submitted in their place.

- Article 1      **Name.** Part Two of the Bylaws pertains to the BC Council of Garden Clubs’ Scholarship Fund, hereinafter called the “Fund.”<sup>15</sup>
- Article 2      **Purpose.** The purpose of the Fund shall be to assist Canadian students to further their education in horticulture or horticulture-related programs by the disbursement of funds to recognized accredited educational institutions in the Province of British Columbia, which shall grant scholarships and/or bursaries to such students.<sup>15</sup>
- Article 3      **Fund.** The Fund shall consist of donations from garden clubs, bequests and funds from<sup>15</sup> other sources, and these contributions<sup>15</sup> shall become and remain part of an endowment Fund.<sup>15</sup> Administrative expenses shall be borne by the Fund.<sup>10</sup>
- Article 4      **Administration of the Fund.** The Fund shall be administered by a recognized BC charitable foundation<sup>15</sup>.
- The responsibilities of this foundation shall include but are not limited to investing the funds, receiving donations and issuing tax receipts, providing semi-annual Statements of Financial Activity, annual investment reports and donor reports, and disbursing funds for scholarships and bursaries, the latter upon direction from the Scholarship Fund Committee. The foundation is also responsible for the filing of tax returns as a charitable organization.<sup>15</sup>
- Article 5      **Scholarship Fund Committee.** The Scholarship Fund Committee shall consist of three Directors elected by the ACM’s pursuant to Bylaws, Article 3 (2) of Part One of the Constitution. The Director with the longest tenure shall serve as the Chairperson and is a member of the BCCGC Executive, the second senior Director shall serve as the Treasurer of the Committee and the most recently elected Director shall serve as Secretary of the Committee or in whatever capacity the Directors mutually agree upon.<sup>15</sup>
- The chairperson shall be responsible for maintaining the proper administration of all aspects of the Committee and of those aspects of the Fund within the Committee’s jurisdiction.<sup>15</sup>

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<sup>10</sup> Amendment # 8, Article 3 of PART TWO Scholarship Trust Fund, adopted at the April 25, 2020 Annual General Meeting

<sup>15</sup> Amendment adopted at the April 9, 2022 Annual General Meeting

- Article 6 **Purposes of Scholarship Fund Committee.** The Committee, on behalf of BC Council of Garden Clubs, shall monitor the performance of the charitable foundation administering the Fund, ensuring that all of its responsibilities are fulfilled.
- The Committee shall determine which educational institutions receive funds for scholarships and bursaries and what amount shall be received annually.
- The Committee shall liaise with the BCCGC Executive and members, the foundation, donors, educational institutions and student recipients.<sup>15</sup>
- Article 7 **Scholarship and Bursary Qualifications.** The Scholarship Fund Committee shall designate which educational institutions in the Province of British Columbia have programs that qualify for scholarships and/or bursaries, stipulating that each recipient must be a Canadian citizen with a demonstrated interest in and ability in the field of horticulture.<sup>15</sup>
- Article 8 **Procedure.** The total amount to be distributed annually in the form of scholarships and bursaries shall be determined by the charitable foundation in consultation with the Scholarship Fund Committee. The Committee alone shall determine the amount to be disbursed to each educational institution.<sup>15</sup>
- Article 9 **Scope of Liability.** A Director will not be liable for any loss or damage to the Fund resulting from any investment, act or omission made by the foundation managing the fund or by the Director, providing the Director acted in good faith, and the loss or damage did not arise from actual fraud on the part of the Director who is sought to be made liable. The other Directors, if any, will not be liable for that loss or damage except to the extent that those Directors participated in the fraudulent act or were acting in bad faith.<sup>15</sup>
- Article 10 **Documentation.** Documentation of minutes of all meetings held by the Scholarship Fund<sup>15</sup> Committee<sup>15</sup> shall be kept on file by the Secretary. A copy of these minutes, once approved<sup>15</sup>, shall be forwarded to the President of the BC Council of Garden Clubs.
- Article 11 **Presentation of Annual Report.** The Chairperson of the Scholarship Fund Committee shall present an annual report to the Delegates at the BCCGC AGM. This report shall include a statement of the previous year's opening and closing balances, income including earned interest and donations, expenditures including total disbursements to educational institutions and administrative fees, as well as a list of donors and a list of disbursements received by the individual institutions. The Scholarship Fund Committee annual report shall be attached to the minutes of the BCCGC AGM and/or posted on the BCCGC website.<sup>15</sup>
- Article 12 **Disbursement.** Recommendations from the ACM's concerning any change in disbursements of the Scholarship Fund shall be submitted in writing to the Scholarship Fund Committee for its consideration. The final decision concerning the disbursement of the funds shall remain with the Committee.<sup>15</sup>

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<sup>15</sup> Amendment adopted at the April 9, 2022 Annual General Meeting



**Article 13**     **Dissolution of the Fund.** In the event that the BC Council of Garden Clubs at any time ceases to operate, the funds held by the foundation upon the Council's dissolution shall be gifted to one or more BC educational institutions offering horticultural programs and registered as a charity under the *Income Tax Act* (Canada). This distribution of funds shall be carried out by the foundation managing these funds as directed by the Executive of the BCCGC on the recommendation of the Scholarship Fund Committee and, if possible, as approved by the ACM's of the Council. These funds shall be utilized by these BC educational institutions to continue to offer, according to existing terms and conditions, BC Council of Garden Clubs horticulture scholarships and bursaries.<sup>15</sup>

**Article 14**     **Effective Date.** The above revised Constitution, Bylaws and Scholarship Fund Committee Articles shall be effective as approved at the AGM of the BC Council of Garden Clubs on **DATE: April 9, 2022**<sup>15</sup>.

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<sup>15</sup> Amendment adopted at the April 9, 2022 Annual General Meeting

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**Original Document Signed August 19, 2002 by:**

Bernice Booth, President  
Diana Flostrand, Treasurer  
Lorna Herchenson, Secretary  
Don Violette, First Vice President  
Marie Gautier, Second Vice President  
Ilean Hamel, STF Chairman  
Pete Greenaway, Immediate Past President

**BCCGC Executive at the 2022 Annual General Meeting**

President – Vacant  
1<sup>st</sup> Vice President – Cynthia Tataryn  
2<sup>nd</sup> Vice President – Derek Glazer  
Secretary - Pam Robertson  
Treasurer – Ann Peters  
Scholarship Chairperson – Anne Sprung

**Constitution Review Committee:**

Chairperson - Brenda Woosnam  
Past President - Lorna Fraser  
1<sup>st</sup> Vice President - Cynthia Tataryn  
Secretary - Pam Robertson

AMENDMENTS:

Amendments are shown in the main document with footnotes indicating Amendment number and date of adoption.

	<b>Adopted/Rejected</b>	<b>Date</b>	<b>Summary</b>
Amendment # 1	Adopted	March 18, 2006	Article 2, Item 6 Changed to two-thirds (2/3)
			Article 4, Item 1 Changed to two-thirds (2/3)
			Article 9, Item 3 Changed to two-thirds (2/3)
Amendment # 2	Adopted	March 22, 2014	Article 1, Item 1 added 'and Floral Arts and Design' to membership
Amendment # 3	Adopted	March 14, 2015	Article 3, Item 5 Changed Nominations Committee
Amendment # 4	Adopted	March 12, 2016	Article 3, Item 1 & 4 – renaming Bulletin Editor as Communications Coordinator and Addition of Article 3, item 1 a) defining term of Past President
Amendment # 5	Adopted	March 22, 2017	Article 2, Item 5 amending Quorum to 15%
Amendment # 6	Adopted	April 6, 2019	Article 2, Item f Adding: and Floral Design Judges and to publish a Horticulture Judging and Exhibiting Standards manual and a Floral Design Judging and Exhibiting Standards manual;

Amendment # 7	Adopted	April 6, 2019	Article 9, Items 1 - 2 & 3 Allows amendments to the Constitution and By-Laws to be voted on at general meetings and AGMs.
Amendment # 8	Adopted	April 25, 2020	Article 3 of PART TWO Scholarship Trust Fund Allows the Administrative costs of the Scholarship Trust Fund to be borne by the Scholarship Trust Fund
Amendment # 9	Adopted	October 24, 2020	Article 7, Item 2 Changed to allow one member to review financial records
Amendment # 10	Adopted	March 27, 2021	Article 1, Item 2 To streamline BCCGC Treasurer's responsibilities. No need to vote if fees don't change.
Amendment # 11	Adopted	March 27, 2021	Article 1 Item 4 To streamline the BC Council of Garden Clubs responsibilities. Documents are available on the BCCGC website.
Amendment # 12	Adopted	March 27, 2021	Article 1 Item 5 The council need to communicate with ACM's and the contact information must be kept up to date.

Amendment # 13	Adopted	April 9, 2022	The entire Part Two – Scholarship Fund was rewritten along with relevant sections of the Constitution and Part One - Bylaws

## ADDENDUM # 1

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**Adopted at the March 18, 2006** Annual General Meeting of the BC Council of Garden Clubs the amendment to the By-Laws to amend Article 2 – Item 6; Article 4 – Item 1 and Article 9 - Item 3 to read as follows:

### ARTICLE 2 – MEETINGS OF MEMBERS

6. A simple majority of the ACM's present at the meeting is required to adopt any resolutions except those resolutions which amend the Constitution for which **two-thirds (2/3)**<sup>3</sup> of the ACM's present, plus any proxy votes, is required. The Notice of Meeting must include notice of any new resolutions to be presented at the meeting

### ARTICLE 4 – POWERS AND DUTIES OF THE EXECUTIVE

1. The Executive is empowered to remove from office, by **two-thirds (2/3)**<sup>6</sup>, any Officer for acting against the interest of the Council, consistent failure to perform the duties entrusted to their office, or failure to attend at least three (3) consecutive Executive Meetings during that term.

### ARTICLE 9 – AMENDMENTS

3. This Constitution and/or Bylaws may be amended by approval of a motion by a **two-thirds (2/3)**<sup>7</sup> of votes cast at an AGM.

## ADDENDUM # 2

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**Adopted at the March 22, 2014** Annual General Meeting of the BC Council of Garden Clubs the amendment to the By-Laws to amend Article 1 - Item 1 to read as follows:

### Article 1 – Membership

1. Membership shall be open to all horticulture **and Floral Arts and Design** organizations in British Columbia. They shall be known as "Affiliated Club Members" (ACM).

## ADDENDUM # 3

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**Adopted at the March 14, 2015** Annual General Meeting of the BC Council of Garden Clubs the amendment to the By-Laws to amend Article 3 – Item 5 to read as follows:

Article 3: ELECTIONS AND APPOINTMENT OF OFFICERS

5. A Nominations Committee to seek candidates for the Executive Board shall be formed by the Executive Board no later than five months prior to the Annual General Meeting.
  - a. The Executive Board shall appoint a Chairperson who is not a member of the current Executive Board
  - b. The appointed Chairperson shall recruit up to three additional members to form the Committee.
  - c. Committee members are subject to the approval of the Executive Board.
  - d. The Nominations Committee will appoint one of the committee members to conduct the elections at the Annual General Meeting.

## ADDENDUM # 4

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**Adopted at the March 12, 2016** Annual General Meeting of the BC Council of Garden Clubs the amendment to the By-Laws to amend Article 3 – Item 1 a) to read as follows:

Article 3: ELECTIONS AND APPOINTMENT OF OFFICERS

- 1 a) The Immediate Past President shall be a member of the Executive Board with voice and vote for a period of two years following the election of a new President to provide continuity and context. Thereafter, the Immediate Past President shall no longer be a member of the Executive Board but may attend Board meeting with voice and with no vote.

## ADDENDUM # 4

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**Adopted at the March 12, 2016** Annual General Meeting of the BC Council of Garden Clubs the amendment to the By-Laws to amend Article 3 - Item 1 and Item 4 to read as follows:

Article 3: ELECTIONS AND APPOINTMENT OF OFFICERS

1. There shall be six (6) officers (“Officers”), these being the President, Secretary, Treasurer, First Vice President, Second Vice President, and **Communications Coordinator**. These six (6) positions plus the Chairperson of the Scholarship Trust Fund (STF) and the immediate Past President constitute the Executive who all have voting privileges.
4. The President, Secretary and Second Vice-President shall be elected in odd numbered years. The First Vice-President, Treasurer and Communication Coordinator shall be elected in even numbered years.

## ADDENDUM # 5

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**Adopted at the March 22, 2017** Annual General Meeting of the BC Council of Garden Clubs the amendment to the By-Laws to amend Article 2 – Item 5 to read as follows:

### ARTICLE 2 – MEETINGS OF MEMBERS

5. **Fifteen percent (15%)** of the ACM's in good standing shall constitute a quorum at the AGM and at any general meeting.

## ADDENDUM # 6

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**Adopted at the April 6, 2019** Annual General Meeting of the BC Council of Garden Clubs the amendment to the Constitution to amend Article 2 – Item f to read as follows:

### ARTICLE 2 – PURPOSES

- f. to sponsor training classes for Horticultural Judges and **Floral Design Judges and to publish a Horticulture Judging and Exhibiting Standards manual and a Floral Design Judging and Exhibiting Standards manual<sup>8</sup>**; and

## ADDENDUM # 7

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**Adopted at the April 6, 2019** Annual General Meeting of the BC Council of Garden Clubs the amendment to the By-Laws to amend Article 9 – Items 1, 2 & 3 to read as follows:

### ARTICLE 9 – AMENDMENTS

1. Notice of any proposed amendment to the Constitution and/or By-Laws shall be presented in writing **and distributed by E-Bulletin 60 days prior to** any general meeting **or AGM** of the membership and voted on by the ACM's in good standing at the **upcoming general meeting or AGM. This allows the ACM's to discuss the proposals and to prepare their delegates to vote on the proposed amendment.**
2. ACM's shall be advised of any **approved amendments** in the first BC Council of Garden Clubs **E-Bulletin** published after the general meeting **or AGM** in which the proposed amendment was presented.
3. This Constitution and/or By-Laws may be amended by approval of a motion by two-thirds (2/3)<sup>7</sup> of votes cast at **a general meeting or AGM<sup>9</sup>.**

## ADDENDUM # 8

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**Adopted at the April 25, 2020** Annual General Meeting of the BC Council of Garden Clubs the amendment to the By-Laws to amend Article 3 of PART TWO Scholarship Trust Fund – to read as follows:

### ARTICLE 3 – Fund

The Fund shall consist of donations from garden clubs, bequests and other sources, and these donations shall become and remain part of the Fund. Only earned income from the said Fund shall be dispersed annually in the form of scholarships and bursaries. Administrative expenses shall be borne by the Fund<sup>10</sup>.

## ADDENDUM # 9

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**Adopted at the October 24, 2020** General Meeting of the BC Council of Garden Clubs the amendment to the By-Laws to amend Article 7 – Item 2 to read as follows:

### ARTICLE 7 – FINANCE

2. The annual accounts and financial statements of the Council shall be subject to financial review either by a qualified independent accountant or by at least one<sup>11</sup> member appointed by the ACM's at the general meeting. No member of the present or elected Executive shall be appointed to review the financial records of the Council. The accountant's or the reviewer's report, as the case may be, shall be presented at the AGM with copies available for all ACM's in attendance or by request later.

## ADDENDUM # 10

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**Adopted at the March 27, 2021** Annual General Meeting of the BC Council of Garden Clubs the amendment to the By-Laws to amend Article 1 – Item 2 to read as follows:

### ARTICLE 1 – Membership

2. Membership dues are payable in full by ACM's on or before December 31st for the following calendar year. Any change to the dues shall be approved by the ACM's prior to the change taking effect<sup>12</sup>.



## ADDENDUM # 11

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**Adopted at the March 27, 2021** Annual General Meeting of the BC Council of Garden Clubs the amendment to the By-Laws to amend Article 1 – Item 4 to read as follows:

### ARTICLE 1 – Membership

4. On becoming a Member, all ACM's shall **have access to the Constitution and By-laws of the Council, the membership Directory, the Speakers' List and the Judges' List<sup>13</sup>.**

## ADDENDUM # 12

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**Adopted at the March 27, 2021** Annual General Meeting of the BC Council of Garden Clubs the amendment to the By-Laws to amend Article 1 – Item 5 to read as follows:

### ARTICLE 1 – Membership

5. All ACM's shall report to the Council **the name, email address and telephone number of a** designated liaison person. This information **shall** be provided in conjunction with the payment of membership dues. **The ACM's shall report changes to the information to the Council<sup>14</sup>.**

## ADDENDUM # 13

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**Adopted at the April 9, 2022** Annual General Meeting of the BC Council of Garden Clubs the amendment to the Constitution, Part One - Bylaws and Part Two - Scholarship Fund.