

## **CONSTITUTION – XAVIER HORTICULTURE CLUB**

**ARTICLE 1. NAME OF THE ORGANIZATION:** Xavier Horticulture Club (hereafter referred to as club)

**ARTICLE 2. PURPOSE:**

**Section I:** To promote students' interest and knowledge on growing plants in general with special focus on ornamentals and vegetables

**Section II:** To provide students with an opportunity to learn basic plant propagation techniques

**Section II:** To promote attributes of teamwork, responsibility, friendship and interest in community service among Xavier students (please see activities planned in the constitution)

**Section IV:** To promote home-gardening among Xavier community by giving access to quality ornamental and heirloom vegetable plants to grow at home at a lower price than commercial nurseries and by providing basic knowhow for growing those plants

**ARTICLE 3. CLUB ACTIVITIES INTENDED:**

**Section I:** Maintain stocks of 5-10 ornamental plant species in Xavier greenhouse throughout the year

**Section II:** Propagate selected ornamental plant species that can be conveniently raised in southern Louisiana and pot the plantlets to sell them to Xavier community to raise funds for the club – at least once per semester

**Section III:** Buy seeds of 5-10 species of vegetables that can be conveniently raised in southern Louisiana and plant in pots to sell seedlings to Xavier community to raise funds for the club – at least once per semester

**Section IV:** Prepare printed directions on how to grow the plants sold to Xavier community and provide them with plants

**Section V:** Visit local community farms that are part of food hubs (<https://www.ams.usda.gov/services/local-regional/food-hubs>) such as Holygrove Market and Farm of New Orleans ([http://www.nola.com/food/index.ssf/2013/02/at\\_hollygrove\\_market\\_and\\_farm.html](http://www.nola.com/food/index.ssf/2013/02/at_hollygrove_market_and_farm.html))

**Section VI:** Help up to three selected New Orleans households to establish front and back yard gardening with ornamentals and vegetables

**ARTICLE 4. MEMBERSHIP:**

**Section I:** Club membership is open to any Xavier student with a GPA of 2≤. Membership will expire upon graduation.

**Section II:** Every member has the same and equal voting privilege during the club meetings.

**Section III:** Any member may be removed from membership for violation of the purposes of the horticulture club by majority vote by its membership using a secret ballot. All members will be notified of such removal at least one week prior to the removal.

## **ARTICLE 5. OFFICERS AND THEIR DUTIES:**

**Section 1:** The officers of the club are President, Vice President, Secretary, and Treasurer who make up the Executive Committee. Officers are elected by the votes of membership responsible for all the administrative duties of the club.

**Section II:** President establishes and maintains operational procedures of the club including - but not limited to – planning and organizing of club activities, engaging the membership actively in all club activities, preparing agendas for meetings, calling meetings, continually informing the membership of future activities in a timely fashion, promoting the club for new recruitments and maintaining the necessary size of membership for continuity, and answering for all actions of the other officers.

**Section III:** Vice President assists the President with all administrative duties mentioned in above Article 4, Section II, and assume those duties in the absence of the President.

**Section IV:** The Secretary keeps accurate and detailed records of all meetings and all other affairs, coordinate with the President and Vice President the preparation and distribution of club flyers, and publications including plant growing guides to be distributed with the plants being sold.

**Section V:** The Treasurer receives and maintains the records of all funds of the club in accordance with the financial rules and regulations of the University. Treasurer coordinates all fund-raising activities by closely working with the officers and membership of the club. Treasurer makes financial reports available at all executive committee meetings, and at the general club meetings.

## **ARTICLE 6: ELECTIONS OF OFFICES**

**Section I:** The officers of the club are elected by majority vote of the members to serve a term of one year. Elections are held at the first annual general meeting of the club during the second week of each fall semester. The officers will be elected by means of a ballot. The term of office for all officers begins immediately after the election.

**Section II:** Nomination of a candidate for an office can be made by self or by another member of the club.

**Section III:** If an office becomes vacant before the expiry of the term of office, the order of succession shall be, 1. President, 2. Vice President, 3. Secretary, and 4. Treasurer. If an officer refuses to succeed to the respective vacant office an election will be held to fill that office for the rest of the term. Procedure of this election for filling the unexpired term of a vacant office will be the same as other elections.

## **ARTICLE 7: APPOINTMENTS**

**Section I:** The President shall appoint from membership, with the approval of the Executive Committee, such positions as may contribute to the successful operation of the club.

## **ARTICLE 8: REMOVAL FROM OFFICE**

**Section I:** An office-bearer may be removed from his/her office by a two-thirds vote of the membership provided that all members are notified at least a week prior to the vote to remove the office-bearer. Reasons for removal include failure to fulfil duties and responsibilities of the office or actions that are contrary to the purposes of the club.

## **ARTICLE 9: MEETINGS**

**Section I:** As stated in Article 6, section I, annual general meeting to elect offices, and to discuss other relevant matters will be held during the second week of each fall semester. Another general meeting of the club will be held during the second week of each spring semester. Any other meeting of either general membership or Executive Committee will be called by the President as necessary. Any meeting other than the two general meetings of the second week of each semester will be notified to the expected attendees by the President at least one week prior to the meeting.

**Section II.** Quorum is needed for any voting during a meeting. Quorum is 50% plus one of the total expected attendees.

## **ARTICLE 10: FUNDING**

**Section I:** The value of the semester membership fee will be determined by the majority agreement during the first general meeting of each fall semester. Semester membership will expire at the end a given semester and yearly membership will expire at the spring semester. Summer semester is covered by yearly or spring semester membership fee. Treasure collects and records the membership fees.

**Section II:** The club will organize any fund-raising activity other than plant sales mentioned in Article 3, Sections II and III as agreed by majority membership.

## **ARTICLE 11: AMENDMENTS**

**Section I:** Amendment(s) to this constitution can be adopted by a two-thirds vote of the members during a general meeting at which the amendment(s) has/have been read.