

**By-laws
for
Friends of the Herbarium**

Article I-Name

The name of this organization shall be: Friends of the Biological Sciences Herbarium at California State University, Chico.

Article II-Purpose

The purpose of this organization is to maintain the high quality of the resource and research work that has been known to be associated with the Herbarium. Primary objectives are to provide a medium for botanical community support and to provide for items that are not covered under the University budget. Scientific and academic pursuits will be the focus of the group through workshops and classes on technical topics.

The geographic focus for this organization will be the area north of Sacramento, to the Oregon border, excluding the coastal region.

Article III-Membership

1-Membership is open to any person or organization with an interest in supporting the Biological Sciences Herbarium.

2-Each member shall be entitled to one vote on any question requiring a vote of the membership. Each organization may have a single membership and shall have one vote.

3-Each member shall be assessed yearly dues.

Article IV-Dedication of Assets

The properties and assets of the organization are dedicated to the benefit of the Biological Sciences Herbarium. All dues and financial assets will be handled by the University Foundation. Scholarships and peripheral activities will be awarded from special earmarked contributions.

Article V-Disbursal of Assets

Should the organization disband, the board of directors shall disburse the assets to the Department of Biological Sciences to be used for support of the herbarium.

Article VI-Board of Directors

1-The number of directors shall be seven.

2-Directors shall be elected by a simple majority vote of ballots received by a specified date each year.

3-Removal of officers shall require a 2/3 majority vote of the total voting membership.

4-Vacancies shall be filled by appointment by the remaining board.

5-The board will meet as necessary but not less than once a year and a quorum shall consist of four board members.

6-The duties and responsibilities of the board shall be divided among the members of the Board of Directors.

7-Ad Hoc Committees will be appointed and disbanded as needed

8-Board of Directors meetings will be conducted according to Roberts Rules of Order.

Article VII-Meetings

General meetings will be held at least once a year in the fall. At the fall general meeting, a financial report will be reported.

Article VIII-Decision Making process

The process for general decision making of the board shall be a simple majority of a quorum of the board. The process for general decision making of the general membership shall be a simple majority of the returned ballots.

Article IX-Amendment Process

These by-laws may be amended by a minimum of five members of the board submitted for approval of the general membership by a simple majority at the general meeting or returned ballots.

Article X-Records

A file containing the membership roster, by-laws, newsletters, minutes from board and general meetings, and records of receipts and disbursements will be kept in the herbarium by a board appointee.

Article XI-Miscellaneous

No personal liability shall in any event attach to any member of the society for, by reason of, or in connection with, any activity of the society.