

**National Garden Clubs, Inc.  
Landscape Design Councils  
Sample Bylaws**

Landscape Design Councils provide Consultants and Provisional Consultants with an opportunity for further enrichment of knowledge and experience. Each Council should develop its own bylaws. The following provides an example of items for consideration.

**BYLAWS  
LANDSCAPE DESIGN COUNCIL  
OF  
(NAME)**

**ARTICLE I—NAME**

The name of this organization shall be Landscape Design Council of *(your State Garden Club and any other designation)*.

**ARTICLE II—PURPOSE**

**Section 1.** The purpose of this Council shall be:

- a. To increase knowledge in landscape design by further study and activity.
- b. To recognize sustainable landscape design practices.

**Section 2.** A further purpose of this Council shall be to assist *[your State Garden Club]* by providing:

- a. Assistance and promotion of attendance at Landscape Design School Courses and Refreshers.
- b. Informative programs on landscape design.
- c. Evaluation of gardens.
- d. Guidance in the preparation of landscape plans for community projects.
- e. Encouragement and assistance to clubs planning *[your State Garden Club]* activities concerning landscape design.

**ARTICLE III—MEMBERSHIP**

**Section 1.** Active Membership—Voting Membership

- a. Shall be open to members of State Garden Clubs who become **Accredited Landscape Design Consultants** by completing the Landscape Design School Courses of the National Garden Clubs, Inc.
- c. Shall include **Master Landscape Design Consultants**. This designation shall be open to members who complete four (4) recorded refreshers.

**Section 2.** Inactive Membership/Non-voting Membership

- a. **Provisional Membership**, not to exceed five (5) years. This designation shall be open to students of the Landscape Design School Courses who have passed two (2) courses.
- b. **Associate Membership** shall be available to Consultants who are no longer able to continue active participation.
- c. **Emeritus Membership** shall be open to Emeritus Consultants.

**Section 3. Honorary Membership**

May be accorded to an individual who has contributed distinguished service to the Council or has been honored for some outstanding achievement encompassing the aims of the Council.

**ARTICLE IV—OFFICERS AND THEIR DUTIES**

**Section 1.** The officers of the Council shall be President, Vice President, Secretary, and Treasurer.

**Section 2.** All officers shall be elected for a two (2)-year term.

**Section 3.** The President shall preside at all meetings. The President shall perform all duties pertaining to the office.

**Section 4.** The Vice President shall perform the duties of the President in the absence of that officer.

**Section 5.** The Secretary shall take the minutes of the meetings.

**Section 6.** The Treasurer shall collect dues, disburse monies, and keep records of receipts and disbursements.

#### **ARTICLE V—EXECUTIVE COMMITTEE**

**Section 1.** The Executive Committee shall consist of the Officers of the Council and Chairmen of Committees.

**Section 2.** Committee Chairmanships shall be established as necessary to carry on the work of the Council. All Chairmen shall be appointed by the President and approved by the Council.

#### **ARTICLE VI—NOMINATIONS AND ELECTIONS**

**Section 1.** A Nominating Committee (nominated from the floor at an ordinary meeting) of three (3) members, shall submit a slate for offices to be filled. Further nominations may be made from the floor.

**Section 2.** Those entitled to vote shall be active members in good standing. A majority of those present and voting shall constitute an election.

#### **ARTICLE VII—MEETINGS**

**Section 1.** Executive Committee meetings shall be held prior to each regular meeting.

**Section 2.** The Council shall hold an Annual Meeting once a year and at least \_\_\_ additional meetings during the year.

#### **ARTICLE VIII—DUES**

**Section 1.** Dues of \$ \_\_\_ shall be paid to the Treasurer or appropriate Chairman.

**Section 2.** Dues are due annually on \_\_\_\_\_ (*give month and day*).

#### **ARTICLE IX—AMENDMENTS**

These Bylaws may be amended at any regular or special meeting of the Council by a two-thirds (2/3) vote of those present and voting, providing the proposed amendments have been sent to each member in writing two (2) weeks prior to the meeting.

#### **ARTICLE X—PARLIAMENTARY AUTHORITY**

*Robert's Rules of Order, Newly Revised 11<sup>th</sup> Edition* shall be the authority for this Council.