

BYLAWS

Of the

TREE WARDENS' ASSOCIATION OF CONNECTICUT, INC.

Article I – Name and Purposes

The name and purposes of the Corporation shall be as set forth in the Certificate of Incorporation.

Article II – Location

The principal office of the Corporation shall be as set forth in the Certificate of Incorporation.

Article III – Membership

- Section 1. There shall be three membership categories as defined as follows:
- Active Tree Warden (Voting Member) – any town or borough tree warden who is the appointed tree warden for a Connecticut town or borough.
 - Past Tree Warden (Voting Member) – anyone who has served as town or borough tree warden for a Connecticut town or borough.
 - Associate (Non-Voting Member) – any person actively involved with arboriculture and/or urban and community forestry in Connecticut.
- Section 2. Only Active and Past Tree Wardens who are in good standing shall have the right to vote at the Annual Meeting and at any regular or special meeting of members on any motion that may be properly brought before such meeting.
- Section 3. Application for membership shall be made in writing to the Secretary. After favorable action thereon by the Executive Committee, if no objection is made, the applicant shall be declared elected to membership and will be notified by the Secretary.
- Section 4. In case of objection to an application by the Executive Committee, an appeal may be made to the general membership at the next annual meeting of the Association, and three negative votes shall exclude the candidate. The candidates shall be elected by ballot.
- Section 5. The Executive Committee shall establish annual dues for each category of membership
- Section 6. Membership dues shall be payable at the time of application and yearly thereafter at the beginning of the Association fiscal year.

- Section 7. Honorary membership may be conferred upon any individual by a majority vote of members present at the Annual Meeting. Honorary members shall be exempt from paying dues, but such membership, of itself, does not confer eligibility for voting or holding elective office.
- Section 8. The Association is a non-discriminating organization regarding race, color, national origin, religion, sex, age, and disability.

Article IV - Meetings

- Section 1. Regular meetings of the members shall be held at least once a year and other meetings will meet as required.
- Section 2. Special meetings of the Association may be called at any time by the President or by a majority of the Executive Committee. These may be held either separate from or in conjunction with a program or outing.
- Section 3. The annual meeting of the Association shall be held in the first quarter of the calendar year at such place as the Executive Committee shall recommend. The meeting will include the reports of any standing and special committees, the conferring of honorary memberships, the election of Officers and Executive members.
- Section 4. Notices of all meetings shall be sent to each member at least 15 days before such meetings.
- Section 5. A quorum shall consist of at least 10% of the entire voting members for the transaction of all business at all meetings.

Article V – Officers

- Section 1. The officers shall consist of a President, a Vice-President, a Secretary, a Treasurer. Only voting members in good standing shall be eligible to be elected to any office.
- Section 2. The President shall direct and administer the affairs of the Association as its executive head, subject to constitutional restrictions herein stated or implied. He or she shall preside at all meetings of the association and shall be the chair of the Executive Committee. The President will create appropriate committees and appoint members to such committees.
- Section 3. The Vice President shall assist the President in carrying out the latter's duties. He or she shall preside at meetings and perform such duties delegated to the President in the event of the latter's absence. The Vice President shall succeed to the presidency should a vacancy occur. The unexpired term shall be completed.

- Section 4. The Secretary shall issue all notices of meetings of the Association and Executive Committee; keep a record of the proceedings thereof; notify members of their election and conduct the correspondence of the Association.
- Section 5. The Treasurer shall collect and disburse the moneys of the Association under the direction of the Executive Committee, and make a report of the financial condition at regular business meetings.
- Section 6. Any officer can be removed from office for reasons of negligence, incompetence or actions judged not to be in the interests of the Association. All members shall be notified at least 30 days prior to meeting for said purpose. At least 50% of all members eligible to vote must be present and at least two-third (2/3) of these must vote for removal. Upon removal, a replacement officer shall be elected by the Executive Committee.

Article VI – Executive Committee

- Section 1. An Executive Committee will consist of the President, Vice-President, Secretary, Treasurer, up to seven (7) members-at-large. The Executive Committee will consist of voting members only.
- Section 2. The Executive Committee shall act on all matters of interest to the Association, between the annual meetings, reporting such action to the members through the Secretary.
- Section 3. The Executive Committee will meet quarterly or meet at additional times as deemed necessary by the President. These meetings may be held in conjunction to or separate from other meetings.

Article VII – Nominations and Elections

- Section 1. In addition to the Nomination Committee, the Executive Committee shall designate committees, appoint members to same, and select a chair for same.
- Section 2. Each committee will develop their own job description, objectives, plan of work for the year within reasonable time after appointment and with approval of the Executive Committee.

- Section 3. Three (3) Standing Committees shall be constituted by the Executive Committee to carry out the functions of the Association as follows:
- a. Tree Warden Education Committee
 - b. Public Education Committee
 - c. Annual Meeting Committee
- Section 4. Other Standing Committees may be constituted by the Executive Committee to carry out the functions of the Association:
- a. Newsletter Committee
 - b. Membership Committee
 - c. Public Policy Committee
 - d. Other (s)
- Section 5. Terms of Officers and Executive Committee members.
- a. President, one year from adoption of by laws then every two years thereafter
 - b. Secretary, , one year from adoption of by laws then every two years thereafter
 - c. Treasurer every two years
 - d. Vice-President every two years
 - e. (3), Executive Committee members one year from adoption of by laws then every two years thereafter
 - f. (4) Executive Committee members every two years
 - g.

Article IX – Financial Affairs

- Section 1. The Association shall not at any time permit a negative balance in its fiscal accounts.
- Section 2. All collections and disbursements of the Association shall be recorded by the Treasurer.
- Section 3. The fiscal year for the Association shall be the same as the calendar year. The Treasurer shall prepare a comprehensive report of the financial transactions of the past fiscal year and present same at the Annual Meeting.

Article X – Amending Articles

Any proposed amendment to the Articles of Incorporation and Bylaws must be announced in the call for the annual meeting, and such amendment, to become effective, must be approved by two-third (2/3) of the members present.

Article XI – Corporate Seal

The Executive Committee may adopt and alter the seal of the Corporation. Failure to affix the seal to Corporation instruments, however, shall not affect the validity of any such instrument.

ADOPTION OF BYLAWS April 3, 2003

The Tree Wardens Association of Connecticut consent to, and hereby do, adopt the foregoing Bylaws, as amended at the Annual Meeting April 3, 2003 consisting of five (5) proceeding pages, as Bylaws of the Corporation.

Attested to by:

Karl E. Reichle
President of the Tree Wardens Association of Connecticut

Bruce Spaman
Secretary of the Tree Wardens Association of Connecticut

Dated _____