

## STANDING RULES (Modified 5/26/2016)

Standing Rules are considered the general procedures and policies for the efficient operation of an organization. Standing Rules can be modified or changed as needed at any properly called meeting of the Executive Board. The following rules are in effect and attached to the current By Laws of the Tall Bearded Iris Society.

Rule 1. The Executive Board shall set the dues for each type of member that is established by the Executive Board. The memberships and dues are as follows:

Annual .....	\$ 12.00
Dual Annual .....	18.00
Triennial .....	33.00
Dual Triennial .....	50.00
Life .....	300.00
Organizational .....	12.00
Outside the USA .....	25.00

Rule 2. Membership. The President shall appoint a Membership Secretary who shall receive all dues, note the new member and the type of membership, and then transfer the checks or monies to the Treasurer. The Secretary shall keep all records of members, welcome new members in writing, and furnish mailing labels to the Editor upon request. The Secretary shall notify all members of the pending renewal date of their membership at least forty-five (45) days before the renewal date, and shall send a second notice fifteen (15) days after the due date if payment has not been received.

Rule 3. There shall be two officers of TBIS that are granted check writing and signature authority on the TBIS accounts. The officers are the Treasurer and the President.

Rule 4. Publications. The President shall appoint an Editor, who shall prepare, edit and publish official documents or publications of TBIS in an effort to keep all members advised of current or new varieties of iris, growing procedures and products. The President and the Executive Board may assist the Editor in the selection of topics and information to be included in each document.

Rule 5. Future Projects. TBIS may accept donations, grants, gifts and memorials. The funds received and interest accrued in the account(s) may be used at the discretion of the Board for scholarships, grants, studies or research on future projects related to tall bearded iris culture and advancement.

Rule 6. Directors:

1. The term of office for Director begins on July 1 and ends June 30 of the third year.
2. The Directors shall meet at the annual business meeting to select a Chair from the directors entering their 3<sup>rd</sup> year of service.
3. The Directors shall elect the officers prior to the fall Board meeting and announce the results at the fall Board meeting.

Rule 7. The term of office for Officers begins on January 1 and ends December 31 of the appropriate year.

Rule 8. The fiscal year of the society shall be January 1 to December 31.

#### Rule 9. Business Meetings.

1. The annual business meeting shall be held in the spring. It may be held in conjunction with the AIS National Convention. If the annual meeting is not held at that time, the Board shall set the time and place for the annual meeting. A general organization meeting will be held after the annual business meeting.
2. A fall Board business meeting shall be held. This may be a teleconference meeting, a meeting requiring physical presence, or a combination of both types. The Board shall set the type, time, and place for this meeting. If the Board meeting is a teleconference, the Chairman shall make the determination that a quorum is present, call the meeting to order, control the flow of the meeting by granting an individual permission to speak on an issue being discussed, and when voting on a motion that has been offered, conduct a roll call vote and announce the results.
3. Items and issues that present themselves and require action between regular Board meetings shall be acted on utilizing the "Yahoo Groups BOD" Internet web link. All members of the Board shall be enrolled members of this Yahoo Group. All correspondence that relates to an interim issue shall be addressed to the President with CC's to other Group members. Any motion made shall be addressed to the President with CC's to other Group members. The Secretary will ensure all Board members are aware that an issue is before them for action. Response time to a specific item shall be within two (2) weeks from the beginning of discussion of that item of business. At the end of the 2 week period, the President shall call for a vote if a motion has been offered. A period of 2 weeks shall be allowed for Group members to record their vote. The President shall announce the results of the vote. The Secretary shall prepare a set of minutes summarizing the discussion and vote. These minutes shall be read and approved at the next Board meeting.
4. The approved minutes of the Board meetings will be published on the TBIS web site.

#### Rule 10. Perpetual Endowment Fund.

1. Funds will be deposited in a separate interest bearing investment account.
2. Proceeds will come from the following sources:
  - a. Gifts, In Memoriam, Bequests and Contributions
  - b. Any other deposits as directed by the TBIS Board of Directors.
3. The maximum allowable withdrawal can not exceed 15% of the principal balance.
4. Withdrawals are to be made only for financial emergencies and special projects determined to be of significant and lasting impact and value on the cultivation and development of the Tall Bearded iris.
5. Withdrawals will require a three-fourths majority vote of the Executive Board of TBIS.

#### Rule 11. Life Member Fund

1. All Memberships are deposited into a separate interest-bearing/investment account.
2. The only permitted withdrawals will be interest/earnings that accrue and can be withdrawn only by a three-fourths majority vote of the TBIS Executive Board.
3. Further withdrawals will require a  $\frac{3}{4}$  majority vote of the Executive Board.
4. The initial dues fee (principal/deposit) shall be withdrawn and placed in the general operating account after the death of the individual life member.