

Frederick County Nature Council By-Laws

Ratified xxx. 2012

Supersedes: January 2008

Article I – Sites of Principle Operation

The principle operation for the Frederick County Nature Council (FCNC) will include, but not be limited to, Frederick County, Maryland. FCNC is recognized by the Frederick County Board of County Commissioners as a voluntary affiliate of the Frederick County Division of Parks and Recreation and will operate according the advice of the Division.

Article II – Meetings

Section 1. Regular meetings of FCNC shall be held on the third Monday of every month, excluding November and December, unless otherwise specified by the President.

Section 2. The regular meeting held in May shall be the Annual Meeting .

Section 3. Special meetings may be called by the President or by twenty-five percent of the members provided at least ten days written or electronic notice to the members.

That notice will include the purpose of the special meeting.

Section 4. Electronic meetings may be held for time urgent decisions prior to the next regular meeting and before a special meeting can reasonably be scheduled. A quorum is required for any decision made in an electronic meeting to be binding.

Article III – Committees

Standing committees shall be formed as necessary at the direction of the Executive Body to address affairs not specified in the Constitution.

Article IV – Finances

Section 1. FCNC will collect fees as follows: registration fees (financial hardship will be discretely considered on a case-by case basis), fund-raising, and donations.

Section 2. FCNC monies shall be deposited in the name of FCNC in such bank or banks as the Executive Body shall designate.

Section 3. The fiscal year of FCNC shall begin on the first day of July each year.

Section 4. No financial obligation may be entered into without the approval of a majority vote of the Council at a regular, special or electronic meeting.

Article V – Business Meetings

The business transacted at a meeting of FCNC shall follow the order established by Roberts Rules of Order, including but not limited to call to order, reading of the minutes

of the last meeting, reading of the treasury financial report, and motion for adjournment.

The President shall send out a draft agenda to all FCNC members electronically at least two days prior to each regularly scheduled meeting. Meetings shall follow the draft agenda as modified by requests from the membership.

By-Laws Signatures

President: _____ **Date:** _____

Vice President: _____ **Date:** _____

Treasurer: _____ **Date:** _____

Secretary: _____ **Date:** _____

County Representative: _____ **Date:** _____