ROYAL OAK NATURE SOCIETY BYLAWS

ARTICLE I - NAME

The name of this organization shall be the Royal Oak Nature Society.

ARTICLE II - DEFINING THE NATURE SOCIETY

Section One - Who We Are
The Royal Oak Nature Society is a non-profit education and stewardship group working within the city of Royal Oaks two nature parks (Tenhave Woods and Cummingston Park).

Section Two - Mission Statement
To foster awareness and usage of the natural areas at Cummingston Park and Tenhave Woods.

Section Three - Methods Used to Accomplish Our Mission:
Provide stewardship for the continuing improvement and maintenance of the nature parks. Provide a wide range of natural history education programs.

ARTICLE III - MEMBERSHIP

All persons interested in the mission of the Royal Oak Nature Society are eligible for membership. Each individual is entitled to one (1) vote.

ARTICLE IV - MEETINGS

Board meetings are normally scheduled for the first Wednesday of the month from September through June unless circumstances dictate otherwise. A majority of the board members shall constitute a quorum. All action by the board shall be made by motion adopted by a majority of board present. The general membership meeting follows the board meeting.

ARTICLE V - FINANCE

Section One - Fiscal Year
The fiscal year is from July 1 through June 30. The Royal Oak Nature Society requests membership donations to support programming and communication costs. Yearly dues for an associate membership is $5, supporting membership is $10 & up and a patron membership is $50 & up. We rely on the cooperation and energy of its participants to perform duties on a volunteer basis. We will work with the City to coordinate maintenance and work duties accordingly.

Section Two - Fiscal Policy
The Society is a trust under the Royal Oak Acorn Foundation, City Ordinance 2002-5. All deposits and disbursements are done in accordance with city policies and procedures governing such matters.

ARTICLE VI - ORGANIZATION

The organization is made up of a Board of Directors. The Board consists of ten members, who are responsible for organizing volunteers to work towards meeting objectives. All decisions relating to the Nature Society, Tenhave Woods and Cummingston Park must be voted on by the Board before those decisions can be acted upon.

Section One - Board of Directors

The Board of Directors is made up of the following positions:

President: Presides over all meetings, serve as ex-officio member of all committees and reviews by-laws. Must have a copy of the bylaws on hand at all times.

Vice President Presides over all meetings in the absence of the President, and perform all duties of the president if the need should arise. Must have a copy of the bylaws on hand at all times.

Treasurer: Keeps a proper set of books in accordance with the city's fiscal year and its policies and procedures. The treasurer will utilize the services of the city of Royal Oak's finance department for all deposits and disbursement via the Royal Oak Acorn Foundation.

Recording Secretary: Keeps minutes of all board meetings.

Stewardship (Cummingston Park): Maintains a trail system and enhances the overall park experience at Cummingston Park.

Stewardship (Tenhave Woods): Maintains a trail system and enhances the overall park experience at Tenhave Woods.

Communication: Publicizes organizational activities to the general membership and public through various mediums and performs any other forms of communications required by the board.

Education: Provides outreach and liaison to outside individuals, groups and schools to promote environmental education.

Fundraiser: Leads the fund-raising efforts of the Royal Oak Nature Society, which includes the coordinating and organizing of the Annual Spring Fundraiser and other fund-raiser programs approved by the board.

Programming: Is responsible for setting up the speaker programs, workshops and all of the nature programs within Cummingston Park and Tenhave Woods.

Ways & Means: Investigates means of grant solicitation and then follows through accordingly.

Section Two - Special Committees, Positions and Reports

The Communications Director will publish an annual report of Society accomplishments every October. This report is sent to the City of Royal Oak Parks and Recreation Advisory Board and the City Commission.

Special committees are organized as needed and meet only at the direction of the Board.

Engineering will be a non-board position that will be responsible for repairs, moving, altering or making things at the request of the Board.

Section Three - Elections

Board positions are one-year terms that are held from February to February. Elections take place at the February general meeting. The Board can fill any vacant positions during a term._

ARTICLE VII - AMENDMENTS

These bylaws may be amended at any meeting of the General Membership by a two-thirds vote of those present and voting, providing that the proposed changes shall have been submitted to the membership at least two (2) weeks prior to the vote.

ARTICLE VIII - RULES OF ORDER

Roberts Rules of Order Newly Revised will govern this organization.