

LANDSCAPE DESIGN CONSULTANTS COUNCIL OF FLORIDA BYLAWS

(revisions thru 1/18/2018)

ARTICLE I – NAME

The name of this organization shall be the Landscape Design Consultants Council of Florida (LDCC). It is formed within the framework of the Florida Federation of Garden Clubs, Inc. (FFGC). FFGC is incorporated in the State of Florida as a non-profit organization and classified by the Internal Revenue Service as a 501©3 organization. The LDCC is one of three Consultant Councils that form a larger body called the Tri-Council of FFGC.

ARTICLE II – OBJECTIVES

The objectives of the Landscape Design Consultants Council are:

Section 1. To promote excellence in landscape design.

Section 2. To advance and continue the study of landscape design by:

- a. Encouraging and promoting sponsorship and attendance of Landscape Design Schools and refreshers of National Garden Clubs, Inc. (NGC)
- b. Serving on local and state committees.
- c. Continuing study in schools, lectures, workshops, conferences, tours, and other methods.

ARTICLE III – MEMBERS

Section 1. Qualifications for membership are:

- a. Be a member in good standing with FFGC, and
- b. Achieving NGC Landscape Design Provisional status, or
- c. Be accredited as a Landscape Design Consultant or Master Consultant by NGC, or
- d. Hold Emeritus Landscape Design Consultant status.

Section 2. Consultant classifications are:

- a. Provisional Consultant – Having successfully completed two courses in NGC Landscape Design School achieving NGC Provisional Consultant status.
- b. Consultant – Having successfully completed four (4) courses in NGC Landscape Design School and being certified by NGC as a Consultant.
- c. Master Consultant – Having completed four (4) recorded Refreshers as a Consultant and being certified by NGC as a Master Consultant.
- d. Emeritus Consultant – Having been granted Emeritus Consultant status by NGC.

- Section 3.** Admission procedures are:
- a. Qualified members in good standing may join upon payment of dues.
 - b. Dues are payable June 1 of an odd-numbered year; and shall be for a 2-year term beginning June 1. Members joining during the even-numbered year shall pay one-half of biennial dues.

ARTICLE IV – OFFICERS AND ELECTIONS

- Section 1.** The officers shall be a President and a Vice President.
- Section 2.** At the Fall Meeting in an even-numbered year, a Nominating Committee Chairman shall be appointed by the President and two (2) additional members of the Nominating Committee shall be elected from the floor.
- Section 3.** The Nominating Committee shall report at the Winter Meeting in an odd-numbered year.
- Section 4.** At the Annual Meeting in an odd-numbered year, a slate of officers shall be presented by the Nominating Committee. Nominations from the floor will be in order. A majority vote shall elect.
- Section 5.** Officers shall serve a two-year term or until their successors are elected or appointed. Officers shall begin their term of office at the close of the Annual Meeting at which they were elected.
- Section 6.** If a vacancy occurs in the office of the President, the Vice President shall succeed to the office.
- Section 7.** If a vacancy occurs in the office of the Vice President, the position shall be filled by the President with the approval of the Tri-Council Executive Committee.
- Section 8.** Landscape Design Consultants Council members who are Consultants and/or Master Consultants in good standing are eligible to be elected to an office.

ARTICLE V – DUTIES OF OFFICERS

- Section 1.** The President shall:
- a. Preside at all meetings of the Landscape Design Consultants Council.
 - b. Be a member of the Tri-Council Executive Committee and perform duties as listed.
 - c. Appoint Chairman of all committees and serve as an Ex-officio member of all committees except the Nominating Committee.

- d. Fill Officer vacancies with the approval of the Tri-Council Executive Committee.
- e. Notify members of meetings.
- f. Provide a copy of reports to the Tri-Council President and Secretary.
- g. Approve disbursement of funds within the Membership Approved Budget.
- h. Serve on the Tri-Council Budget-Finance Committee.
- i. By appointment of the President of FFGC, the President of the Landscape Design Consultants Council shall serve as a chairman on the FFGC Board of Directors, acting as liaison between FFGC and that Council.

Section 2. The Vice President shall:

- a. Fill the duties of the President in the case of absence.
- b. Assume the office of the President in the case of vacancy.
- c. Be a member of the Executive Committee.
- d. Serve as the Membership Chairman and serve on the Tri-Council Membership Committee.
- e. Serve as membership liaison with all Landscape Design Schools.

Section 3. There is no Secretary of the LDCC. The LDCC shall utilize the Secretary of the Tri-Council.

Section 4. There is no Treasurer of the LDCC. The LDCC shall utilize the Treasurer of the Tri-Council.

ARTICLE VI – MEETINGS

Section 1. There shall be a meeting at every FFGC Board Meeting and Convention. The Annual Meeting shall be held in conjunction with the FFGC Convention. Meeting arrangement shall be coordinated with the FFGC President.

Section 2. Special Meetings may be called at the direction of the Executive Committee or at the request of five (5) members.

Section 3. The quorum for meetings shall be one-third (1/3) of qualified LDCC members present at the FFGC event, or ten (10) members in good standing in the case of a meeting held independently from a FFGC event.

ARTICLE VII – EXECUTIVE COMMITTEE

Section 1. The Executive Committee shall consist of the President and the Vice President.

Section 2. The Executive Committee shall transact the business of the LDCC between regular meetings.

Section 3. The Executive Committee shall:

- a. Call Special Meetings.

ARTICLE VIII – COMMITTEES

Section 1. Committee Chairmen and Committee Members may be appointed by the President.

Section 2. The term of office for Committee Members shall correspond with that of the officers.

Section 3. Committee Chairmen shall submit written reports to the President.

ARTICLE IX – FISCAL YEAR AND FINANCES

Section 1. The fiscal year shall be June 1 to May 31.

Section 2. Biennial dues may be set by membership at a meeting in odd-numbered year before or at the Annual Meeting.

Section 3. Dues are payable at the Annual Meeting in an odd-numbered year and due to the Tri-Council Treasurer no later than June 1.

Section 4. Members with dues unpaid by August 1 in odd-numbered year shall be dropped from the Membership Rolls.

Section 5. All funds shall be kept by the Treasurer of the Tri-Council. The Tri-Council Treasurer shall:

- a. Keep a ledger for the funds of the LDCC.
- b. Present a report at every regular meeting of the LDCC.
- c. Present a written report to the Council President at every regular meeting of the LDCC.
- d. Disburse funds upon approval and request of the LDCC President.
- e. Present financial records to the President prior to Annual Meeting in an odd-numbered year.

ARTICLE X – AMENDMENTS

Section 1. As these Bylaws are purposely similar to Consultants Council of the other NGC Schools, it is recommended to make clarifications or specifications through the Standing Rules of LDCC. A Standing Rule may be added, deleted, or amended at

any regular meeting by a majority vote of the membership present and voting with a thirty (30) day notice or with a two-thirds (2/3) vote of those present and voting without notice.

Section 2. These Bylaws may be revised or amended at any regular meeting by a two-thirds (2/3) vote of the membership present and voting, provided that the proposed amendment(s) have been sent to each member at least thirty (30) days in advance.

ARTICLE XI – PARLIAMENTARY AUTHORITY

The rules contained in “Roberts Rules of Order Newly Revised” shall govern the LDCC in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and Standing Rules which may be adopted.

ARTICLE XII – DISSOLUTION

Upon dissolution of this organization, all assets remaining after debts have been satisfied shall be distributed to FFGC.