

POLICIES IN EFFECT

NATIVE PLANT SOCIETY OF NEW MEXICO

Book Sales

- A special account is established for purchase of books from publishers and sale to members at a discount. (1/15/84)
- Local chapters may purchase books at cost (for resale) from the Society. (6/23/85)
- Profits from book sales can be earmarked for special projects. (10/21/85)

Chapters

- The Society will assist the new chapters by furnishing \$300 and the 501c(3) number to establish a bank account and assist with initial expenses. (8/26/99)
- New chapters may receive a refund of 50% of their first year dues to help with startup expenses, if requested by the chapter. (4/8/90)

Conservation

- A Field Trip Ethics Policy is adopted by the Society. (10/26/91)
- Every chapter is encouraged to have a representative on the Conservation Committee. (12/5/81)
- The Conservation Committee should bring issues to the attention of the Board of Directors and general membership to encourage individuals and/or chapters to independently take active positions on those issues. Such position statements should be made without direct reference to the Native Plant Society of New Mexico, unless the NPSNM Board has formally taken the same position. (8/17/01)
- NPSNM may take a formal public position on a conservation issue by informal consensus of the Board of Directors. The NPSNM President must poll all Board members by email, phone, or in-person. The entire Board and all society members who have expressed an interest in the subject shall have the opportunity to review each position statement prior to public release. (8/17/01)

Information

- Board meeting minutes, annual budgets, and annual finance reports shall be posted on the Society's web site or the Newsletter. (8/17/01)
- The NPSNM 501c(3) report (IRS Form 990) shall be provided, free of charge, to any person requesting this report. (8/17/01)
- Business documents may be viewed by any member or auditing agency at the Society's principal place of business with at least 24 hours notice to the keeper of those documents. Copies of selected documents may be obtained by the viewer for at least \$.10 per copy. Copies shall not be released to viewer until copying and postage charges are paid to NPSNM. (8/17/01)

Insurance

--For Society-sponsored events, liability insurance is carried by the Society for incidents not covered by personal insurance.

--All participants in Society-sponsored events must sign a "release of Liability Form".
(2/5/00)

Membership

--The categories of membership are as follows:

Students, Seniors (over 65) and Families with limited resources \$12

Individual/Family \$20

Friend \$30

Supporting \$50

Sponsor \$100

Patron \$250

Benefactor \$500

Lifetime Member \$1,000

(2/5/00)

--At the \$12 membership level, \$2 is returned to the individual chapters. At membership levels above \$12, 25% is returned to the individual chapters. (2/5/00)

--Dues renewals are payable by the end of the month following the anniversary date. First notice is mailed the month of the anniversary date and second notice is mailed the month following the anniversary date. (2/17/01)

--Internal lifetime memberships may be purchased as service awards for 10 times the current base membership level or \$200. (2/5/00)

The Board of Directors may confer limited numbers of honorary lifetime memberships as awards of merit. The following guideline shall be used to make these awards:

1. A letter of nomination will be presented to the Board of Directors by any member in good standing describing the nominee's outstanding and distinguished contributions to the NPSNM and/or meritorious activities in furthering knowledge, conservation, or public appreciation of the native flora of New Mexico.
2. One additional letter in support of the nominating letter for the individual will be directed to the Board of Directors. The individual submitting this letter is not required to be a member of the NPSNM. A nominee need not be a current member of the Society at the time of nomination.
3. At the next meeting of the Board of Directors, and/or within eight months of the receipt of the two letters supporting the nomination of this individual, the Board will vote to accept or reject the nomination. A two-thirds vote of the total Board of Directors shall be required for election to Honorary Membership.
4. Following the election by the Board, the president of the NPSNM shall contact the nominee to obtain their acceptance of the honor before the designation as Honorary Member may become final. Should the individual decline the honor, the designation is withdrawn.

5. Not more than three individuals shall be elected to Honorary Membership in any single calendar year.
 6. Honorary Membership is a lifetime award and shall have all the privileges and none of the obligations of membership in the Society.
- (3/8/02)

Publications

- Newsletter length is at the discretion of the editor. (11/84)
- The Newsletter is printed on recycled paper. (7/9/88)
- Editorial changes to submitted materials are at the discretion of the editor(s). (2/10/91)
- Newsletter and web site editors serve 3-year terms with option for additional consecutive terms. (2/5/00)
- Newsletter and web site editors each receive a yearly honorarium of \$500. (2/17/01)

Posters

- State schools are to receive free posters from the Society. (4/8/90)
- Posters are sold to members for \$8 and to nonmembers for \$10. Quantities of 10 or more posters are sold for \$5 each. Chapters may remit \$5 for each poster sold and keep the remainder for their treasuries.
- Each chapter can determine the price of the posters they sell. (5/5/91)

Records and Archives

- The Society's mailing list may be released only to organizations and events related to native plants and not for commercial purposes. Members shall have the option to have their names withdrawn. (5/5/92)
- Recording Secretary will mail a copy of the minutes to every board member. (2/27/93)
- Rio Grande Historical Center at NMSU shall serve as archivist for NPSNM newsletters, minutes, correspondence, etc. (9/12/92)

Reciprocity

- All fees and charges for NPSNM activities and merchandise with different member and non-member prices shall honor membership in other state or national Native Plant Societies with the same rates charges to NPSNM members. Verbal or written claims of Native Plant Society membership are sufficient and other proofs are not required. (8/17/01)

Treasury

- Reimbursable expense shall be submitted to the Treasurer on a quarterly basis – 15th of March, June, September, and December. (6/14/83)
- The book sales account is kept separately from the Society's operational treasury. (4/8/90)
- The treasury is to be audited at the discretion of the Board. (2/10/91)
- Any Board member is authorized to sign the non-taxable transaction certifications issued by the Taxation and Revenue Department. (9/12/92)

Voting

--From time to time, pressing business requires notice and vote of the Board between scheduled meetings. The President may call for an interim vote of the Board via post or email. The entire Board shall be given opportunity to return a vote and authorizing signature by postal service. The result of an interim vote will be read into the minutes of the next scheduled meeting. (2/17/01)