

From the July, 2007 newsletter of South Coast Orchid Society:

BYLAWS of the SOUTH COAST ORCHID SOCIETY, INC.

Article IX - STANDING COMMITTEES

*Standing Committees are those committees the Society has deemed necessary each year on a continuing basis. The responsibilities and activities of the standing committees of the Society shall be an **attachment to the bylaws**. They shall be reviewed and updated by the chair of the committee and presented to the Executive Board by the second Board meeting each calendar year for approval and when changes are needed.*

Attachment I

Approved at the 6/23/07 Board Meeting

Annual Auction: The chair of the Annual Auction Committee shall be responsible for planning and executing the Annual Auction, to be held at the November Monthly Meeting. The duties of the Auction Committee are to: (1) acquire plant and related item donations from vendors and members; (2) provide labels for each lot to be auctioned; (3) staff the auction; (4) execute the auction, and (5) provide "Thank You" notes to each donor.

Hospitality: The chair of the Hospitality Committee shall be responsible for planning and providing food and refreshments at Society functions. The duties of the Hospitality Committee are to: (1) provide refreshments at the Monthly Meetings, and (2) plan and coordinating the Annual Potluck and providing the main course at the December Monthly Meeting.

Newsletter: The chair of the Newsletter Committee shall be responsible for the publication of a monthly newsletter for the Society. The duties of the Newsletter Committee are to: (1) gather articles and information for publication; (2) publish the newsletter prior to the meeting for that month; (3) mail and/or email copies to all Active and Honorary Members, and businesses supporting the Society.

Opportunity Table: The chair of the Opportunity Table Committee shall be responsible for the Opportunity Table at regular Monthly Meetings. The duties are to: (1) provide Opportunity Table tickets; (2) receive and turn over all payments to the Treasurer at the end of the meeting, and (3) maintain and make available to members the guidelines for the Opportunity Table.

Ribbon Judging: The chair of the Ribbon Judging Committee shall be responsible for judging plants presented by members of the Society at the Monthly Meeting. The duties of the Ribbon Judging Committee are to: (1) provide and present a written set of rules to govern the judging of plants; (2) be responsible for providing entry forms and award ribbons at the Monthly Meeting; (3) judge the plants at the Monthly Meeting; (4) provide results of the judging to the Newsletter Committee, and (5) keep a record of points awarded throughout the year and present a special award to the member with the most points.

Shows and Displays: The chair of the Shows and Displays Committee shall be responsible for representing the Society at various orchid shows in Southern California. Duties of the Shows and Displays Committee include: (1) representing the Society at meetings held by show committees; (2) coordinating member plant sales at those shows when opportunity provides such, and (3) establishing displays at those shows when needed.

Silent Auction: The chair of the Silent Auction Committee shall be responsible for the Silent Auction Table at regular Monthly Meetings. The duties are to: (1) assist members donating plants for the Silent Auction Table complete the auction form; (2) monitor the silent auction table; (3) monitor payment to the treasurer after the auction is closed, and (4) maintain and make available to members the rules for the Silent Auction Table.

Society Representation: The chair of the Society Representation Committee shall be responsible for representing the South Coast Orchid Society to the American Orchid Society (AOS) and the Orchid Digest. The duties of the Society Representation Committee include: (1) representing the Society to the AOS judges in attendance at their meeting coincident with the Society Monthly Meeting; (2) representing the Society to the AOS staff, especially the AOS Officers, Trustees, and Publications Committee; (3) representing the Society to the Orchid Digest Officers, Directors, and committees, and (4) pay dues and receive and make available to members the publications from other organizations.