



**BYLAWS**  
**of the**  
**Kansas Turfgrass Foundation**  
*Revised, January 2006*

**Article I. Name and Location**

This organization shall be known as the Kansas Turfgrass Foundation (KTF), a non-profit organization, with its principal office at 2021 Throckmorton Hall, Kansas State University, County of Riley, State of Kansas.

**Article II. Objectives**

The objectives of the Foundation shall be:

- (A) To promote research and to disseminate information for the promotion of better turfgrasses and landscapes for golf courses, parks, cemeteries, airports, public and private schools, college and universities, institutions, private businesses and individuals.
- (B) To cooperate with federal, state, and other interested agencies in working for the betterment of turf and landscapes.

**Article III. Membership**

Any person, institution, association or business may become a member of the KTF who subscribes to the objectives and purposes upon payment of the annual dues as provided by the Board of Directors.

**Article IV. Board of Directors**

The Board of Directors (hereafter referred to as the Board) shall consist of nine (9) members, divided into groups of three directors each. Directors shall be elected for a term of three (3) years, so divided that the term of office of three directors shall expire each year.

**Article V. Officers**

The officers of the Foundation shall be a President, Vice President, and a Secretary-Treasurer.

**Article VI. Meetings**

- (A) The annual meeting of the members of the KTF for the election of directors and the transaction of such other business as may properly come before it, shall be held at the same time as the Kansas Turfgrass Conference. The exact time and place of the annual meeting and conference will be set by the Board and notice thereof to be given by the Secretary-Treasurer to the members.
- (B) Meetings of the Board may be called at any time by the President, or by a majority vote of the Board.

**Article VII. Amendments**

Changes and amendments to these bylaws may be made by a two-thirds (2/3) vote of the Board.

**Article VIII. Elections**

- (A) The three new members of the Board each year will be elected by the membership by ballot at the annual turfgrass conference. Nominations for these directors will be made by the Board at least thirty (30) days prior to the date of the conference.
- (B) The officers of the Foundation, President, Vice President, and Secretary-Treasurer, shall be elected by the Board of Directors annually at the annual conference. The Secretary-Treasurer must be a member of the faculty of Kansas State University, Manhattan, Kansas. The officers so elected shall serve for a term of one (3) years and until their successors are elected and qualified.

#### **Article IX. Duties of Board of Directors**

- (A) The Board shall fill all vacancies that may occur, either in the Board or in any office of the Foundation, and the persons so chosen shall hold office until the next meeting of the members of the Foundation. Nominations for any vacancies shall be proposed by the President, or officer presiding, at time of vacancy, and shall be confirmed by special meeting or by mail vote of the Board.
- (B) The Board shall have charge of the business and research affairs of the Foundation, and shall have authority to set the compensation and terms of employment of any and all employees, and shall have authority to make, prescribe and enforce all needful rules and regulations for the conduct of the business of the Foundation.
- © The President and two members of the Board, to be elected by the Board, shall constitute an Executive and Finance Committee. The President of the Board shall act as Chairman of this Committee.
- (D) The Executive and Finance Committee shall have power, at any times between the regular meetings of the Board, to act for the Board in all matters where in immediate decisions and actions are deemed necessary and expedient for the welfare of the Foundation. All such actions of the Executive and Finance Committee shall be reported to the Board at its next regular or special meeting and shall be entered upon the minutes of such meeting of the Board.
- (E) The Board shall set the yearly dues and conference and field day fees and shall determine the effective date thereof.

#### **Article X. Directors' Meetings**

- (A) A quorum of the Board of Directors shall consist of a majority thereof, except for filling vacancies which shall require a majority of the existing directors for a quorum.
- (B) The action of a majority of the Board present at a meeting at which a quorum is present shall be the act of the Board.
- C) Regular meetings of the Board shall be held immediately following each annual meeting.
- D) Special meetings of the Board may be held at any time and place upon call of the President, or upon the request of three (3) or more directors.
- E) Notice of all meetings of the Board shall be given at least ten (10) days in advance thereof.

#### **Article XI. Duties of Officers**

- A) The President of the Foundation shall preside at all meetings of the Foundation and perform generally the duties customarily required of such an officer. In the absence of the President, the Vice President shall act.
- B) The Board shall have the authority to hire an Executive Secretary to handle the Foundation's activities and shall set the salary for that position. The Executive Secretary shall have charge of the books and records of the Foundation and shall issue notices of meetings and, with the President and Secretary-Treasurer, shall execute and sign such instruments that require signature or attestation, and shall keep regular books of account of the Foundation's funds.
- C) The Secretary-Treasurer shall have access of the books and records of the Foundation, and with the President, shall execute and sign such instruments that require signature or attestation, and shall have access of such money and securities of the Foundation.

#### **Article XII. Dues, Notice and Conduct of Meetings and Members**

- A) The dues of the KTF, as set by the Board are due and payable January 1 of each year, and become delinquent March 31<sup>st</sup>. No delinquent member can vote on business of the Foundation.
- B) Special meetings of the members may be called at any time by the President, or by a majority of the Board, or upon written request to the Secretary-Treasurer or not less than one-tenth (1/10) of the members entitled to vote.
- D) Notice of meetings of the members shall be mailed to the members entitled to vote at their respective last known addresses not less than ten (10) days before any regularly or special meeting.
- E) A quorum at any meeting of the members shall consist of 10 or more members or by proxy, but a lesser number may meet and adjourn from time to time until a quorum is secured.

#### **Article XIII. Gifts and Donations**

- A) Gifts and donations to the Foundation shall be accepted, subject to the approval or confirmation of the Board.
- B) No gift or donation shall, in any event, be accepted which shall or may require the payment of an annuity or other charges from the funds or resources of the Foundation, except from the income or principal of such gift or donation itself.
- C) All gifts and donations shall be payable to the Kansas Turfgrass Foundation, and the Secretary-Treasurer shall keep a record of receipts and disbursements of such gifts and donations which shall be available for audit any time.