



*The By-Laws  
Of  
The Townsville Orchid Society Inc.*

*Covering the conduct at  
General Meetings, Functions, Shows  
and of  
Sub-Committees*

*As amended 25<sup>th</sup> August 2017*

**These Rules shall at all times be governed by the Constitution of the Townsville Orchid Society Inc. (hereinafter called the Society).**

**1. GENERAL MEETINGS** of the Society shall be held on the fourth (4<sup>th</sup>) Friday of each Month excepting December, unless specially advised at the previous general meeting.

**VISITORS**

- (a). Visitors to our general meetings are welcome to attend up to three
- (3) consecutive meetings after which they should join the Society.

**2. CODE OF DRESS**

At all meetings and functions, and when representing the Society, the minimum standard of dress will apply:

- (a) Footwear must be worn at all times.
- (b) Clothing shall be clean, neat, and respectable.

**3. CODE OF CONDUCT**

- (a) Members shall treat each other and guests in a respectful, friendly and cordial manner.
- (b) Members, while expressing their point of view, shall address the chair, and refrain from making personal comments on other members. Members shall respect the rights of other members to express their point of view without fear of personal attack.
- (c) All members shall respect the decisions of the majority as being decisions of the Society.
- (d) If in the view of the Management Committee, or as a result of a complaint by a member, any member in breach of this code of conduct may be asked to show cause why he/she should not be dealt with under rule 8(iv) of the Constitution.

**4. HOSTS**

The duties of Hosts are: -

- (a) To welcome all persons attending monthly meetings, and to hand them lucky door tickets.
- (b) To provide the President with names of visitors and ensure that the visitors are made welcome.

(c) To become members of the hospitality sub-committee.

## **5. GENERAL MEETINGS – TABLING OF PLANTS**

- (a) Members are invited to display flowering orchid plants, or cut flowers where plants are too large for convenient transport.
- (b) The stewards may request removal of any plant that is past its prime, diseased, suspected of being diseased, or not in a respectable condition.
- (c) Tabled plants will be divided into 4 sections: - Novice, Open, Veteran, Species.
- (d) A novice grower is one with less than three years membership, or one who has not previously won the highest points for the year in the novice section.
- (e) The open section caters to others, those members of three years or more standing, or those who have previously won highest points for the year in the novice section with the exception of those in the Veteran Section.
- (f) The veteran section caters to long standing members at the discretion of the Management Committee.
- (g) The species section (which may be entered by veteran, open and novice members) caters for species only, of all genera.
- (h) New members shall be classified at the discretion of the Management Committee.
- (i) Each member is to list tabled plants in the appropriate register (veteran, open, novice, or species) including their Society membership number.
- (j) Plants not listed in the appropriate register will not be counted in the points score.

## **6. GUIDELINES FOR STEWARDING** - At the discretion of the stewards:

- (a) If less than three (3) plants are entered in any class, they are to be placed in a miscellaneous class.
- (b) Additional genera in reasonable numbers may be segregated into sections, such as:

### **CATTLEYA**

- Labiata (large flowers)
- Bifoliate (medium-size flowers)
- Cocktail (smallish flowers)
- Miniature

### **DENDROBIUM**

- Phalaenanthé (distinct)

Spatulata (distinct)  
Intermediate (those which do not fit  
readily into either of the above)  
Canaliculatum Influence

## EPIDENDRUM/ENCYCLIA

### VANDACEOUS

65mm and over (flower)  
Under 65mm (flower)  
Intergeneric

### PHALAENOPSIS

Standard 50mm and over (flower)  
Standard under 50mm (flower)  
Progressive flowering type

### ONCIDIUM

Strap leaf types  
Mule Ear types  
Equitant

### PAPHIOPEDILUM

SPECIES (Cattleya, Dendrobium, Oncidium, etc.)

## **7. SALE OF PLANTS AT GENERAL MEETINGS**

(a). Members may sell plants at General Meetings, where an appropriate table will be available, under conditions similar to those applying to sales at shows, excepting a donation is not required.

## **8. KEYS**

- (a) Keys of the Society are not to be copied without the consent of the Management Committee.
- (b) Should any key be lost or damaged through a member's negligence, then that member shall be responsible for the cost of replacement.

## **9. MEMBER'S NUMBER**

Each member shall be allocated a number. This number is to be used for ease of identification of ownership of plants tabled at general meetings and shows. The number must be written on the name-tag of plants.

## **10. SUB-COMMITTEES**

There shall be four sub-committees, each one under the chairmanship of one of the four Vice Presidents, and a Novice Growers/New Members Group, although other sub-committees may be formed from time to time for specific purposes as decided by the Management Committee.

The functions of the four sub-committees and the Novice Growers/New Members Group are as follows

- (a) SHOW SUB-COMMITTEE shall attend to all that pertains to shows and displays including sale of plants and judging.
- (b) PROPERTY, FINANCE AND INVESTMENT SUB-COMMITTEE shall be in charge of all Society property and all that pertains to finance and investment.
- (c) HOSPITALITY AND CATERING SUB-COMMITTEE shall attend to all social functions including any Christmas function, barbecues and tea breaks at meetings, and to hospitality generally.
- (d) EDITORIAL SUPPORT SUB-COMMITTEE shall assist the Bulletin Editor with compilation and dispatch of the monthly bulletin.
- (e) NOVICE GROWERS/NEW MEMBERS GROUP shall operate to improve the knowledge of newer members (although any member of the Society may attend the group's sessions). The Group leader is to be appointed by the Management Committee.

**NOTE** All sub-committees and the Novice/New Growers Group shall report to the Management Committee at its monthly meeting. The Management Committee must ratify any decisions before they are implemented.

## **11. SHOWS**

- (a) The Society shall conduct seasonal shows as determined from time to time by the Management Committee. The shows shall be managed by a Show Marshall, who shall be appointed by the show committee and ratified by the Management Committee.
- (b) Rules governing shows and the show schedule shall be published prior to each show.

- (c) The entry of orchids in each show is free and open to all financial members of the Society.
- (d) The Show Marshall and volunteer helpers will prepare the show area prior to the receiving and benching of entries.
- (e) Entries shall be benched and available for judging by 6.30pm on the evening prior to the first day of the show.
- (f) Judging of plants will be by A.O.C. accredited judges, and judged as per the A.O.C. Guidelines for Judges, where they do not conflict with the Society's procedures. Judging of displays will be at the discretion of the show committee. The decision of the judges will be final.
- (g)** Although it is the responsibility of the exhibitor to enter the plant in the correct class, and place it in position on the show bench, the Show Marshall has the right to determine the class in which any plant may be exhibited, to reject, remove or re-arrange any entry. The Show Marshall shall decide the placement of plants where less than 3 plants are entered in any one class.
- (h)** All plants entered shall be the property of the exhibitor. The plants must have been in the exhibitor's possession for the preceding 6 (six) months.
- (i) Individual plants may be entered in only one class, and must be in show condition. The Show Marshall has the right to refuse the exhibition of any plant which in his/her opinion appears aged, diseased or infested. The Show Marshall shall have the right to remove any plant with spent flowers deemed to detract from the exhibit.
- (j)** Staking and tying to support the inflorescences will be permitted as per A.O.C. Guidelines for Judges.
- (k) The Grand Champion Orchid of the show shall be selected from the Section Champions.
- (l) The Reserve Champion Orchid of the show shall be selected from the remaining Section Champions, plus the second placed orchid chosen from the Grand Champion's Section.
- (m) The Show Marshall will identify the plants of Novice Growers New Members Group with stickers. The Judging Panel will then select the Novice Champion Orchid and the Novice Reserve Champion Orchid from those plants.
- (n) The charges for admission to each show shall be recommended by the show committee and ratified by the Management Committee.
- (o) Members are asked to volunteer as show officials (door attendants, raffle ticket sellers, sales assistants, and security personnel etc.). Members exhibiting or assisting in any way will be admitted free to the show area at all times.

- (p) Show officials are to wear identification badges as supplied by the Society. Officials are required to assist with cashier, door, security and public relations, and to keep on the move as much as possible.
- (q) No exhibition, exhibit or plant shall be removed from the show area prior to the termination of the show. No member of the general public will be allowed in the show area while the dismantling of the show is taking place.
- (r) Stealing of blooms or pollen may lead to the initiation of legal action.
- (s) Photography may be done at any time, but not at the inconvenience of judges or show patrons.
- (t) Neither the Society nor its agents will accept responsibility for theft, destruction of plants, loss, or damage of any kind to plants entered in shows.
- (u) Pots must be clean and undamaged, but damaged pots may be placed inside a larger pot and made stable.
- (v) The entry of orchids in a show shall indicate acceptance by, and be conditional upon, the exhibitor agreeing to be bound by these Rules.

## **12. SALE OF PLANTS AT SHOWS**

- (a) Members are invited to sell plants at each show. Members entitled to participate in the sale of plants are:
  - (i) Show set up workers who work as show officials; or
  - (ii) Exhibitors of a minimum of five (5) flowering plants who work as show officials.
- (b) The allocation of selling space will be determined by the Show Marshall. The position of selling spaces will be decided by a ballot conducted by the Vice President Show. Members are to request a selling space at least seven days prior to the set-up date of the show. If the number of required selling spaces exceeds the area available, then individual selling spaces will be reduced in size at the Show Marshall's discretion. A membership entitles the member to one selling space only.
- (c) Plants must be established, clean and presentable, free from pests and diseases.
- (d) The Show Marshall has the right to reject from any selling space any plant deemed unsuitable for sale.
- (e) A joint selling space will be set aside in the sales area (if required) to accommodate plants from any member who does not have sufficient saleable plants to warrant an application for a selling space. A maximum of ten (10) plants per day per member will be permitted. To encourage novice growers who wish to sell plants, they are not required to meet the condition re exhibiting a minimum five (5) flowering plants in the show, provided they work as show officials.

- (f) Apart from the plant name label, a second label, showing the seller's membership number, with the price (which must be in multiples of whole dollars), is to be placed with each plant.
- (g) Members rostered for duty in the sales area are required to wear identification badges supplied by the Society, to keep on the move, be prepared to answer questions, and at all times to promote sales from all tables.
- (h) The Society shall provide a Cashier's table in (or adjacent to) the sales area, and it will be the responsibility of members manning this table to collect all proceeds from sales, together with the second label {as above (f)}, and to monitor the public as they leave the area.
- (i) The Society shall deduct a donation from the sale of plants, the amount to be decided by the Management Committee, and the Treasurer will be responsible for collection of donation and payments to vendors.
- (j) No unsold plant may be removed from the sales area prior to the termination of the show. No member of the public will be allowed in the sales area while the show is being dismantled.
- (k) All persons with a purchased plant shall be discouraged from leaving the sales section by way of the show area. No person may take a purchased plant from the sales section by way of the show area, unless escorted by a Society member.
- (l) Neither the Society nor its agents shall accept responsibility for theft, destruction of plants, loss, or damage of any kind to plants submitted for sale.
- (m) The submission of plants for sale shall indicate acceptance by, and be conditional upon, the seller agreeing to be bound by these Rules.

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