

**CONSTITUTION**  
of the  
**FRONT RANGE SEED ANALYSTS**  
Revised July 18, 2003

- Article 1. Name:

This organization shall be known as the Front Range Seed Analysts (FRSA).

- Article 2. Purpose:

The purpose of FRSA shall be to inform, educate and support the Front Range, Intermountain and High Plains seed community. This shall be achieved by the dissemination of information through the FRSA's web page, seminars, symposiums, and an annual report.

- Article 3. Membership

Membership is open to anyone employed in the field of seed testing, growing, or selling seed and persons interested in seed testing as hobby or study. Membership in the FRSA shall be granted to those in sympathy with its purpose. Members shall provide their name, mailing address, e-mail (if available), phone number, and fax (if available) to the FRSA Secretary. Membership is good for one calendar year.

- Article 4. Officers:

The officers of the FRSA shall be as follows: President, Secretary, and Treasurer. The above shall make up the Executive Board with the support of Committee Chairs. The executive board has the authority to meet as necessary as the business of the FRSA becomes too burdensome to be conducted at quarterly meetings. The Executive Committee shall appoint a Web Page Administrator.

- Article 5. Meetings:

Regular meetings shall be held quarterly during the second week of January, April, July and October. The July meeting shall include a Seed Analyst Forum, and may be held when appropriate to accommodate workshop activities. Meeting dates shall be posted on the FRSA web site every October for the following year. Other meetings shall be held as necessary to accomplish business essential to special events and committee business as assigned.

- Article 6. Amendments:

This constitution may be amended by a two-thirds vote of the members present and voting at any regular meeting, provided that notice of the proposed amendment was submitted in writing at the previous regular meeting.

**BY-LAWS**  
of the  
**FRONT RANGE SEED ANALYSTS**

- Article 1. Duties of Officers:

Section 1.

It shall be the duty of the President to preside at all meetings of the FRSA and executive board. The President will not vote on motions unless to break a tie vote.

Section 2.

The Secretary shall keep the minutes of all proceedings. He/she shall provide minutes to the web page administrator for publication on the FRSA's web page. The secretary shall be responsible for official FRSA correspondence. In the absence of the President, the secretary shall assume the duties of the President and preside over the meeting.

Section 3.

The Treasurer shall receive and safely keep all funds/ accounts of the FRSA and may pay out the same as necessary, as approved by a quorum as per Article 3. He/she shall make an annual report of receipts and disbursements for distribution to the member-ship at the April meeting of each year. The Treasurer will be responsible for submitting tax forms to the Internal Revenue Service as required by IRS laws.

Section 4.

The Web Page Administrator shall be responsible for the FRSA web page content. He/she shall maintain and publish the following timely and accurate information on the FRSA web page: FRSA meeting news, pertinent articles, the date, time and location of each upcoming meeting, and web page sponsor information. The Web Page Administrator shall be responsible for responding to e-mail.

- Article 2. Election of Officers:

Officers will be nominated by the quorum present at the October meeting. Election will be by ballot or show of hands at the same meeting. Elected officers will assume duties at the following January meeting and hold office for one term of two years. If an officer resigns the President shall appoint a member to temporarily assume office until the next October election.

- Article 3. Membership:

Section 1.

Membership is open to those wishing to support and be actively involved with the FRSA and its stated purpose under Article 2 of the Constitution.

Section 2.

Members shall provide their name, address, e-mail address (if available), phone number, and fax (if available) to the FRSA Secretary. Confirmation will activate membership for the calendar year.

Section 3.

Membership categories are as follows:

a. Individual: No donation. Individuals are persons who are involved in seed testing, growing or selling of seed, and persons interested in seed testing as a hobby or area of study. Individual members shall provide their name, mailing address, phone number and email address if available. Individual Members will be listed on the FRSA web page as such, unless they choose otherwise. Individual Members may vote if they are in attendance at meetings.

b. Supporter: Annual donation under \$30.00. Supporters are individuals and small businesses that are involved in seed testing, growing or selling of seed, and persons interested in seed testing as a hobby or area of study and wish to support the FRSA. Supporters shall provide with their donation their name, mailing address, phone number and email address if available. Supporters will be listed as such on the FRSA web page unless they choose otherwise. An annual report of FRSA activities will be sent to Supporters. Supporters may vote if they are in attendance at meetings.

c. Sponsor: Annual donation of \$30.00 - \$99.99. Sponsors are individuals and businesses who are involved in seed testing, growing or selling of seed, and persons interested in seed testing as a hobby or area of study and wish show a higher level of support to the FRSA. Sponsors shall provide with their donation a primary contact name along with mailing address, phone number and email address if available. Sponsors will be listed as such on the FRSA web page and a link to their web site will be provided if desired. Sponsors may also include a brief narrative about their company to be listed on the FRSA web page. An annual report of FRSA activities will be sent to Sponsors. One vote per Sponsor will be granted to a representative in attendance at meetings. Individuals of a Sponsor Business may join as Individual or Supporter Members and have the privileges accorded therein.

d. Gold: Annual donation of \$ 100.00 or more. Gold Members are individuals and businesses who are involved in seed testing, growing or selling of seed, and persons interested in seed testing as a hobby or area of study and wish to support the FRSA at the

highest level. Gold Members shall provide with their donation a primary contact name along with mailing address, phone number and email address if available. Gold Members will be highlighted on the FRSA web page and a link to their web site will be provided if requested. Gold Members may also include a brief narrative about their company to be listed on the FRSA web page. An annual report of FRSA activities will be sent to Gold Members. One vote per Gold Member will be granted to a representative in attendance at meetings. Individuals of a Gold Member business may join as Individual or Supporter Members and have the privileges accorded therein.

- Article 4 Quorum:

Those members present at quarterly meetings shall constitute a quorum of the FRSA for the transaction of business and voting purposes.

- Article 5. Committees:

Committees will be appointed as necessary by the President to accomplish the business and research as stated in the purpose of the FRSA constitution, Article 2.

- Article 6. Parliamentary Authority:

Robert's Rules of Order shall be the parliamentary authority on all matters not covered by the Constitution and Bylaws of the FRSA.

- Article 7. Amendments:

These by-laws may be amended by a two-thirds vote of the members present and voting at any regular meeting, provided that notice of the proposed amendment was submitted in writing at the previous regular meeting.