



KEEP ONE SPARTANBURG BEAUTIFUL BYLAWS

ARTICLE I - NAME

The official name of this organization shall be: Keep OneSpartanburg Beautiful (Hereafter referred to as KOSB), an affiliate of Keep America Beautiful.

ARTICLE II - MISSION and OBJECTIVES

Mission: To lead OneSpartanburg in litter prevention, recycling and beautification.

Objectives:

1. To develop, initiate, and manage educational programs on litter control/prevention, beautification, and recycling;
2. To beautify gateways leading into the state, county, and cities;
3. To promote community cleanups and recycling by planning and coordinating county and city-wide cleanups and developing guidelines for cleanups and beautification projects; and
4. To promote, support, and aid any and all other activities and programs which will further the purpose of KOSB.

ARTICLE III - DUTIES and POWERS

Section 1: Duties

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May 20, 2019

Revised February 26, 2020

Revised March 30, 2022

The KOSB shall be governed by a non-partisan advisory board. The Board shall promote public education and interest in the general improvement and beautification of the environment within Spartanburg County, Spartanburg City, and all other municipalities falling within boundaries of Spartanburg County which partner with KOSB. KOSB shall initiate, plan, direct and coordinate programs promoting litter control, recycling, and beautification in conjunction with and in cooperation with citizens, government, business, and industries within the boundaries of Spartanburg County.

*Provided, however, that nothing herein shall be construed to abridge or change the powers and responsibilities of other employees, committees, commissions, boards, departments, and similar agencies in Spartanburg.

Section 2: Powers

In order to perform the duties in Article III Section 1, KOSB shall have the following authority:

1. To adopt bylaws to facilitate the attainment of its goals and objectives.
2. To implement community-wide public education programs to change attitudes and behaviors related to its goals and objectives, using the Keep America Beautiful system.
3. To encourage and accept appropriations, donations, and in-kind contributions and volunteer efforts for expenditure and use by KOSB in its achievement of goals and objectives.
4. To make recommendations to Spartanburg County and municipalities within Spartanburg County as well as other segments of the community regarding beautification, litter control, and recycling programs.
5. To sponsor training programs which enhance the effectiveness of KOSB members.

ARTICLE IV - MEMBERSHIP

Section 1: Structure

The Board of Directors (Hereafter referred to as: the Board) shall be the governing body of KOSB. The Board shall consist of not more than fifteen (15) or less than seven (7) members. The Board shall be responsible for the management and direction of KOSB and shall have full

power and authority to promote the objectives for which it was organized. Board members must be available to volunteer at two (2) events per year.

Section 2: Discrimination Clause

There shall be no discrimination in membership or participation in the affairs of KOSB based on race, creed, national origin, sex, handicap, or age.

Section 3: Tenure of Board Directors

A Board of Directors member shall serve a minimum term of two (2) years. A Board of Directors member may be re-elected to the Board of Directors for an indefinite number of terms.

Section 4: Officers

The officers of the Board shall consist of a Chairperson, Vice-Chairperson, and Secretary. The officers shall be elected by simple majority. Officers will serve a term of two (2) years, but may be re-elected for another term. No officer shall serve more than two (2) consecutive terms.

Section 5: Nominations of Officers

The Chairperson at a regular meeting of KOSB shall appoint a Nominating Committee. The Nominating Committee will present the slate of nominees. Exception is given to the initial formation of KOSB for which nominations will be made during the first scheduled meeting. The elections of officers shall follow immediately after meeting. A candidate receiving a majority of votes shall be elected and serve a two (2) year term, or until his or her successor takes office.

Section 6: Vacancies of Offices

In the event of any office vacancy (due to resignation, etc.) a replacement will be elected pursuant to Article IV: Section 5 and the next scheduled meeting. The replacement will complete the term of the replaced individual.

Section 7: Duties of Officers

Chairperson – The Chairperson shall be responsible for leading the Board to develop programs and policies, which will accomplish the objectives of KOSB. The Chairperson shall preside at all meetings of the Board and decide all points of order and procedure at such meetings.

Vice-Chairperson – The Vice-Chairperson shall act in the place and stead of the Chairperson in the event of their absence, inability, or refusal to serve; and shall exercise and discharge other duties as the Board elects.

Secretary – The Secretary shall keep the minutes of the meetings, call roll, and maintain attendance records.

ARTICLE V – MEETINGS

Section 1: Conducting Meetings

All meetings shall be conducted by Robert’s Rules of Order. KOSB will establish a regular time and place for its meetings and shall hold one regular meeting each month, except for the months of July and December, in which no meetings are held. Meetings shall be conducted a minimum of one meeting per quarter.

Section 2: Special Meetings

Special meetings of KOSB will be held when called by the Chairperson or by one-quarter (1/4) of the Board members. At least three (3) days notice shall be given for such meetings.

Section 3: Transaction

Every act of decision done or made by a simple majority of the members of KOSB present at a scheduled meeting shall be regarded as an act of the entire KOSB organization.

Section 4: Standing Committees

Standing Committees will be organized to carry out the objectives of KOSB by the Board. Chairperson or Co-Chairpersons of the Standing Committees will be appointed from the Board by the Chairperson of the Board after working with the KOSB Coordinator determine the best fit. The Standing Committees will include, but not be limited to, the following:

Beautification

Litter/Recycling

Section 6: Responsibilities of Standing Committees

Beautification: This committee will plan and implement community beautification projects. This will also include gateways. This committee will also develop a recognition program for community cleanliness and beautification efforts by individuals and groups.

Litter/Recycling: This committee is responsible for educating community organizations and the volunteer sector on recycling, litter reduction, and beautification. This committee will coordinate the involvement of civic, volunteer, or neighborhood organizations in KOSB initiatives. This committee shall coordinate community improvement projects in neighborhoods, and shall develop special projects, which further objectives of KOSB.

Section 7: Other Committees

The chairperson of the Board may designate ad hoc committees for special projects, appoint members to said committees, appoint a chairperson of said committees, and terminate the committees.

Section 8: Committee Meetings

Members of committees shall meet at the discretion of the Chairperson or Co-Chairpersons of the Committee. Those members present at any meetings shall constitute a quorum.

ARTICLE VI – Coordinator

Section 1: Duties

The KOSB Coordinator shall be an employee of Spartanburg County and serve under the direction of Spartanburg County and OneSpartanburg Inc. The Coordinator shall serve as the chief administrative officer of KOSB; shall be responsible for coordinating the implementation of policies and programs of KOSB; shall serve as a resource and advisor to all committees; shall maintain records and reports necessary for certification in the Keep America Beautiful system; shall manage the office of the Board, including correspondence; shall be custodian of all records of the Board, including financial records; and shall serve as representative of the organization to the community.

ARTICLE VI – FUNDS AND DISSOLUTION

Section 1: Management of Funds

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Revised February 26, 2020

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Funding of the activities of KOSB is provided through OneSpartanburg Inc. appropriations. All revenue and expenses are processed and recorded by OneSpartanburg Inc. Those making grants and in-kind contributions in connection with projects, programs, etc. are consistent with Article III; Section 2, with OneSpartanburg Inc. as the grantee.

Section 2: Dissolution

In the event of final dissolution or liquidation of KOSB, and after discharge of all its liabilities, the remaining assets of KOSB, including all of its various specifically designated funds, shall be given to the Spartanburg County or OneSpartanburg Inc., which will be decided on an as-needed basis. For grant funds not spent within the time frame allowed by the Grantor, funds will be returned immediately upon the dissolution or liquidation of the affiliate.

ARTICLE VII – AMENDMENTS

Section 1: Amendments to Bylaws, Rules, and Regulations

These Bylaws may be amended by majority vote of the Board Members present at any regular meeting, provided:

1. A majority of the Board is present;
2. Notice was presented in writing at the previous KOSB meeting; and
3. The amendments do not violate any KOSB Resolution.

Original Bylaws adopted by the Board of Directors on May 20, 2019

KOSB Coordinator

Chair

Amended Bylaws adopted by the Board of Directors on (date)

KOSB Coordinator

Chair