

## **Nelipots in Nature By-Laws**

### **Article I – Name and Purpose**

#### **Section 1: Name**

The name of the organization shall be *Nelipots in Nature*.

#### **Section 2: Mission**

Nelipots in Nature is a nature-based educational collective dedicated to enriching the lives of children and families through immersive, child-led, outdoor learning experiences. We foster community, sustainability, and holistic development while honoring diverse cultures and languages.

### **Article II – Membership**

#### **Section 1: Eligibility**

Membership is open to families and individuals who support the mission and values of Nelipots in Nature and agree to abide by its rules and code of conduct.

#### **Section 2: Rights and Responsibilities**

Members are expected to participate in activities, support community events, and maintain respectful behavior aligned with the group's values.

### **Article III – Board Members**

#### **Section 1: Role**

The Board Members (referred to as “the Board”) shall be responsible for overseeing the strategic direction, governance, and financial well-being of Nelipots in Nature.

#### **Section 2: Composition**

The Board Officers shall consist of the following positions:

- President & Educational Coordinator – Erika Pierce
- Vice President & Membership Chair – Kyle Pierce
- Historian – Crystal Schafer
- Science Teacher – Kelsey Casiano
- Kindergarten Teacher – Shelby Vazquez
- Preschool Teacher – Brianna Gutierrez
- Baby & Mini Nelis Teacher – Courtney DeVries
- Nutritionist & Secretary – Starr Muñoz
- Community Outreach & Events Coordinator – Jessica Ramey

#### **Section 3: Duties of Officers**

- **President** – Provides overall leadership; presides over meetings; ensures alignment with the mission.
- **Vice President** – Supports the president and assumes leadership in their absence.
- **Secretary** – Maintains meeting minutes, attendance records, and helps respond to emails.

- **Accountant** – Manages financial records, budgeting, and compliance with applicable laws.
- **Historian** – Documents the organization’s activities and milestones and posts recaps on social media.
- **Educational Coordinator** – Oversees curriculum planning and pedagogical approaches.
- **Spanish Teacher / Science Teacher / Kindergarten / Preschool / Baby & Mini Nelis Teachers** – Lead educational instruction in assigned areas.
- **Membership Chair** – Manages membership enrollment, renewals, and engagement.
- **Librarian** – Gathers reading materials for all age groups and Spanish class.
- **Nutritionist** – Buys and prepares healthy food items for each class.
- **Social Media Coordinator** – Manages digital communication and social media platforms.
- **Events Coordinator** – Plans and executes group events, field trips, and community gatherings.
- **Community Outreach Coordinator** – Plans and executes philanthropic events.
- **Fundraising Coordinator** – Organizes fundraising events and initiatives.
- **Materials Coordinator** – Oversees supplies, inventory, and equipment.
- **Merchandise Coordinator** – Designs and manages branded merchandise and sales.

#### **Section 4: Term of Office**

Board members shall serve one-year terms, renewable by vote or consensus of members.

#### **Section 5: Meetings**

The Board shall meet monthly, or as needed, to review organizational matters. A quorum (50% of Board members) is required to vote on official business.

#### **Article IV – Committees**

Committees may be formed to address specific tasks such as curriculum development, events, or safety protocols. Each committee shall be chaired by a Board member and may include general members.

- Materials and Merchandise Coordinators
- Librarians
- Fundraising Committee
- Teacher Assistants
- Membership Committee – helps advertise Nelipots and helps new families during classes
- Events Committee – Help set up and take down for field trips, clubs, & events. May also help as chaperones to round up the kids, check-in families, or pass out items.

#### **Article V – Decision Making**

Decisions shall be made by majority vote of the Board unless otherwise specified. In cases of tied votes, the President shall cast the deciding vote.

#### **Article VI – Amendments**

These by-laws may be amended by a two-thirds vote of the Board, followed by notification to the general membership.

**Article VII – Conflict of Interest**

Board members must disclose any conflicts of interest and recuse themselves from related votes or decisions.

**Article VIII – Dissolution**

In the event of dissolution, any remaining assets shall be distributed to a like-minded educational or nonprofit organization, as decided by the Board.

**Certification**

These by-laws were adopted by the Board of Nelipots in Nature on [Insert Date].