BYLAWS

Florida Native Seed Partnership Steering Committee

Adopted November 4, 2025

Preamble

Established to grow and sustain an adequate supply of affordable Florida native ecotype seeds produced by a profitable and responsible industry in the State of Florida, The Florida Native Seed Partnership is committed to advancing the Florida Native Seed Strategy and Business Plan, and is open to all with interest.

ARTICLE I – Name

This body is known as the Florida Native Seed Partnership (Partnership) Steering Committee (Committee).

ARTICLE II – Purpose

Provide leadership, strategic guidance, and oversight for the implementation of the Florida Native Seed Strategy and Business Plan. Primary functions are to:

A. Support development of a sustainable and ecologically responsible native seed supply in Florida.
B. Facilitate collaboration among public agencies, private producers, researchers, nonprofit partners and consumers in the marketplace.
C. Ensure accountability, transparency, and alignment with the mission and goals of the Florida Native Seed Partnership.
D. Evaluate progress and advise on adaptive management actions to meet partnership goals.

ARTICLE III – Membership

A. Representation: To ensure comprehensive oversight of the Partnership's mission, Committee Members (Members) include balanced representation from the public, private, academic, and nonprofit sectors.
B. Members: Upon establishment, there will be two Members from the Florida Wildflower Foundation (Foundation), two Members from the University of Florida / IFAS, and one Member from the Florida Wildflower Growers Cooperative. Members may be elected to represent each of the following groups or categories:
   - At least Two Members representing Florida Seed Producers, Public Land Agencies, and Public Works Agencies.
   - At least One Member representing Florida Energy Industry, Regulatory Policy Agencies, Private Research Institutions, Green Industries, Educational /Outreach Groups, Private NGO Landowner Groups, and Indigenous People.
C. Elections: At the first meeting of each calendar year, Members may be elected by majority vote to serve two-year renewable terms. When a vacancy arises, a replacement may be nominated and elected by simple majority vote.
D. Participation: There are no dues or fees to participate. Each Member is expected to attend meetings, serve on at least one sub-committee, and share leadership responsibilities. Members unable to participate (in person or virtually) may be replaced by majority vote.
E. Voting Rights: Each Member in attendance, including designated alternates and proxies, is entitled to one vote.
F. Ad Hoc or Non-Voting Members: Additional experts, advisors, or group representatives may be asked to serve as non-voting Members or serve on a subcommittee.

ARTICLE IV – Meetings

A. Frequency: The Committee meets at least quarterly, with one meeting designated as the Annual Planning Summit.
B. Quorum: A quorum consists of one-half of voting Members. Motions shall be approved by a simple majority of members present. Proxy and virtual participation count toward quorum.

C. Notice: An annual calendar of meetings shall serve as advance notification to Members.
D. Conduct: Meetings shall be conducted in accordance with Robert's Rules of Order (Revised). Minutes are kept by the Vice-Chair.

ARTICLE V – Officers

A. Officers: The officers of the Committee shall include a Chair, Vice-Chair, and Past Chair
B. Election and Term: Officers shall be elected by majority vote of the Steering Committee and begin the one-year term at end of the first meeting of each calendar year.
C. Duties:
   - Chair: Preside at meetings, set agendas, and ensure alignment with the Partnership Strategic Plan. Represent the Partnership and Committee.
   - Vice-Chair, Chair-elect: Assist chair in duties and help manage documents and minutes. Solicit and accept nominations for the Committee and Officer positions. Represent the Partnership and Committee.
   - Past Chair: Provide leadership continuity and mentorship. Serve as Parliamentarian. Represent the Partnership and Committee.

D. Vacancies: When an officer is unable to fulfill the duties or complete their term, an interim officer may be elected to complete the term.

ARTICLE VI – Subcommittees and Working Groups

Subcommittees or working groups may be formed. Each subcommittee or working group reports to the Committee and may include both voting and non-voting Members.

ARTICLE VII – Partnership Coordination

A. Coordinating Organization: With oversight by the Committee, the Foundation serves as the Coordinating Organization responsible for day-to-day operations, staffing, and fiscal management of the Partnership.
B. Partnership Coordinator: A Partnership Coordinator (Coordinator) employed by the Foundation serves as the primary point of contact and liaison for all Partnership activities. The Coordinator facilitates communication among Members and Partners, supports implementation of the Strategic Plan, organizes meetings and documentation, and ensures timely coordination of Partnership initiatives and deliverables.
C. Accountability: The Coordinator reports to the Foundation's Executive Director and works in consultation with the Chair to carry out the directives and priorities established by the Committee.

ARTICLE VIII – Conflict of Interest

Members with an existing or potential conflict are expected to recuse themselves from voting on related matters.

ARTICLE IX – Evaluation and Review

The Committee, with the help of the Coordinator, conducts an annual review to assess progress toward Strategic Plan goals, evaluate Member engagement, and set priorities for the coming year.

ARTICLE X – Amendments to Bylaws

During the first or pilot year after adoption of these Bylaws, amendments may be adopted by a simple majority vote. After the pilot year (2026), amendments require a two-thirds majority of voting members present.

ARTICLE XI – Adoption and Review

These bylaws take effect upon approval by a majority of the Committee. Review every two years or more frequently to ensure continued alignment with the mission and operational needs of the Partnership.