

PRICKLY FINGERS QUILTERS GUILD BYLAWS

ARTICLE I: Name

- 1.1 The name of this organization shall be Prickly Fingers Quilters Guild, as established in March 1990, and hereinafter referred to as the Guild.

ARTICLE II: Purpose

- 2.1 The Guild is a not-for-profit group organized for the purpose of:
 - a. Developing interest in and appreciation for the art of quilting,
 - b. Encouraging philanthropic quilting for the benefit of the community,
 - c. Providing educational opportunities through programs, workshops, and outreach.
- 2.2 The fiscal year of the Guild shall be March 1 through February 28 (or February 29).

ARTICLE III: Membership

- 3.1 The Guild shall be open to anyone with an interest in quilts upon completion of a membership application and payment of applicable dues as determined by the Board of Directors and voted upon by the members.
- 3.2 Dues are payable each year at the March meeting and must be paid by May 31 in order to retain the benefits of membership.
- 3.3 Should the date of a new membership be September 1 or after, payment of a previously determined prorated amount will grant membership for the remainder of the year.
- 3.4 Any change in the dues structure shall be recommended by the Board of Directors at the February meeting and voted upon by the members.
- 3.5 Members in good standing are entitled to attend all meetings, receive the monthly newsletter, and vote upon all Guild matters.

ARTICLE IV: Officers

- 4.1 The officers of the Guild shall be: President, Vice-President, Secretary, and Treasurer.
- 4.2 These officers shall be elected to serve for a term of one year and may serve a maximum of 2 consecutive years in the same office.
- 4.3 A nominating committee, composed of a Past President serving as Chairperson and two guild members, shall be formed in November to prepare a slate of officers to be presented to the members at the December meeting. The slate shall be printed in the January newsletter and voted upon at the January meeting. The officers shall assume their duties at the March meeting.
- 4.4 The duties of the officers shall be:
 - a. President
 1. Preside at all monthly meetings of the Guild.
 2. Appoint necessary committees and serve as an ex-officio member of all committees.
 3. Maintain a signature at the bank for dispersal of funds from the Guild checking account.
 4. Serve as CEO of the Guild.
 5. Call and preside over meetings of the Board of Directors as needed.
 - b. Vice President
 1. Preside over monthly meetings in the absence of the President and, in case of a vacancy, assume the title and duties of the President.
 2. Serve as Chairperson of the Program Committee.

- c. Secretary
 1. Record minutes of all monthly meetings and Board of Directors meetings and retain copies of the same.
 2. Attend to all official correspondence.
 3. Supply a copy of monthly minutes to the Newsletter Editor prior to the deadline for distribution of the newsletter.
- d. Treasurer
 1. Receive and disburse all Guild funds.
 2. Present a Treasurer's report at each monthly meeting.
 3. Prepare and present an annual financial statement due at the end of the fiscal year.
 4. Maintain a signature at the bank for dispersal of funds from the Guild checking account.

ARTICLE V: Board of Directors

- 5.1 The Board of Directors shall be comprised of the President, Vice President, Secretary, Treasurer, Membership Chair, Philanthropy Chair, Newsletter Editor and immediate Past President (if available).
- 5.2 No member may serve more than 4 consecutive years on the Board of Directors.
- 5.3 Meetings shall be held at the discretion of the Board.
- 5.4 Board meetings are open to the general membership and will be announced at the preceding monthly meeting.

ARTICLE VI: Standing Committees

- 6.1 Historian
 - a. Maintain a Guild scrapbook of photos, newspaper clippings and any other items of interest.
 - b. Take pictures at Guild meetings.
 - c. Perform any other duties incidental to the position.
- 6.2 Membership
 - a. Receive all dues and membership forms, transfer the dues to the Treasurer for deposit, and maintain an up-to-date membership list.
 - b. Provide each member with a current membership card, membership list, and copy of current bylaws.
 - c. Provide the Newsletter Editor with information about new members joining the Guild.
 - d. Perform any other duties incidental to the position.
- 6.3 Newsletter Editor
 - a. Compile a monthly newsletter containing information about upcoming Guild activities, meetings, programs, and other pertinent information.
 - b. Distribute the newsletter to members by e-mail or regular mail.
 - c. Perform any other duties incidental to the position.
- 6.4 Philanthropy
 - a. Coordinate and encourage completion of Linus quilts to be donated to various charitable organizations in the community and arrange for their delivery.
 - b. Perform any other duties incidental to the position.

6.5 Publicity

- a. Submit a monthly article about the upcoming Guild meetings to the local newspaper.
- b. Prepare and place fliers containing information about the Guild in local quilt shops and any other appropriate locations in the community.
- c. Perform any other duties incidental to the position.

6.6 Program

- a. Chaired by the Vice President, plan and facilitate the programs for each monthly meeting.
- b. Provide program information to the Newsletter Editor.
- c. Perform any other duties incidental to the position.

6.7 Web Page Editor

- a. Maintain and update the Guild website.
- b. Perform any other duties incidental to the position.

ARTICLE VII: Meetings

- 7.1 The Guild shall meet monthly at a time and place to be published in the newsletter.
- 7.2 All members present shall constitute a quorum for the transaction of business at the monthly meetings.

ARTICLE VIII: Dissolution of Organization

- 8.1 Should the Guild be dissolved, the distribution of all remaining assets will be determined by the Board of Directors, with the provision that they be used for the promotion of quilting.

ARTICLE IX: Amendment

- 9.1 These Bylaws may be amended or revised by a two-thirds vote of those present at a regular meeting, provided a proposed amendment or revision has been submitted to each member at least five days ahead of the meeting at which the vote is to be taken.

Revised and approved 6/12/13