



Big Red Quilters' Guild

Established September 2014

BYLAWS

Article I - NAME

The name of the organization is **BIG RED QUILTERS' GUILD** of Holland, MI.

Article II - PURPOSE

The Guild has been organized for the purposes of promoting an interest in and an appreciation of all quilting styles including traditional, modern and art quilt-making; sponsoring workshops, lectures, displays, projects and occasions for friends to meet for fellowship; and engaging in charitable efforts as voted on by the membership.

Article III - MEMBERSHIP

Section 1. Membership shall be open to all interested individuals over the age of 18.

Section 2. Members have the right to attend guild meetings, hold an office, cast a vote for the officers and approve bylaw amendments.

Section 3. Members shall pay annual dues as established by the board and voted on by the Guild at the October business meeting. Guests have no membership privileges, including voting.

Section 4. Membership dues are payable on or before October 31. Dues will be prorated depending on when a person joins (6 month slots).

Section 5. A guest fee set by the board will be payable for each meeting the guest attends before becoming a member.

Article IV - OFFICERS

Section 1. Elected officers shall be President, Vice President and a minimum of three elected officers. These officers will perform their duties as listed in the bylaws.

Section 2. Elections of Officers shall be conducted in the following manner:

- A. The election shall be held by voice vote with a simple majority of the members present and voting.

Section 3. All elected officers shall serve a term of two years from October to October.

Article V - EXECUTIVE BOARD

Section 1. All elected officers should attend board meetings to help guide the Guild.

Section 2. The duties of elected officers are as written below:

President – presides over meetings and coordinates Guild activities by delegating duties and workloads to members. Shall have the power to call for special meetings.

Vice President – presides over the meetings when the president is absent and also arranges for the room's configuration for meetings.

Treasurer – is in charge of collecting and disbursing funds, maintaining financial records and bank accounts, and publishing financial reports as required. Provides 1099 forms to all guest speakers. Files any necessary tax forms to the state and federal governments.

Secretary – takes minutes at all board meetings and at only those general meetings when voting takes place.

Membership – attends meetings and maintains records of who attends Guild meeting and who are members in good standing, and sends emails.

Publicity – promotes the Guild and activities by using all means possible such as radio, newspaper, internet, and flyers.

Program Chairman – prepares a program for each meeting for the members, either by hiring or using volunteers to make this happen, working within their allotted dollars for the year.

Article VI - COMMITTEES

Section 1. Chairpersons of standing committees shall be appointed by the President with the approval of the majority of the elected officers. Examples of these appointed volunteers are photographer, webmaster, refreshment chair and charity quilt chair.

Article VII - OPERATION

Section 1. The fiscal year of the Guild shall be from October 1 to September 30.

Section 2. The Guild shall keep correct books and records of accounts, a copy of its bylaws, including all amendments to date as certified by the Secretary of the Guild, and a membership directory.

Section 3. Each member shall have the right to examine at any reasonable time records of accounts, minutes, and membership before each meeting.

Section 4. At the October meeting each year, a financial report shall be presented by the Treasurer showing in reasonable detail the financial conditions of the Guild at the close of the fiscal year. An internal audit will be done yearly if the board deems it necessary.

Section 5. Any and all items donated to the Guild will be used by the Guild. The disbursement of any such items shall be determined by the Board.

Section 6. Membership list shall be used only for Guild business.

Section 7. The board will meet at least once a quarter.

Article VIII – STATEMENT OF AUTONOMY

Section 1. The Guild, with approval of membership, may enter into affiliation with other organizations, establishments, or individuals with the purpose of carrying out a specific project, but it shall not affiliate permanently with any other organizations, establishments, or individuals. However, with approval of the membership, the Guild may enter into membership with other quilting organizations.

Article IX – AMENDMENTS

Section 1. Amendments to the bylaws shall be made in the following manner:

- A. The proposed amendment(s) shall be presented to the membership and voted on at the following monthly meeting.
- B. The proposed amendment(s) shall be adopted upon receiving the affirmative vote of a simple majority of members who are present and voting.

Article X – PARLIMENTARY AUTHORITY

Section 1. The rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these by laws and any other special rules of order which the Guild may adopt.

Article XII – DISSOLUTION

Section 1. In the event of dissolution, after payment of bills, the Board shall turn over the residual assets of the Guild to one or more non-profit organizations, which themselves support the art of quilting.