

Santa Rosa Quilters Guild Bylaws

Article I, Name

This guild shall be named the Santa Rosa Quilters Guild.

Article II, Purpose

The object of this guild is to promote the appreciation of quilts and the art of quilt making by conducting educational programs, lectures, and workshops, and to perform community service projects with an emphasis on Santa Rosa County.

Article III, General Information

The Guild shall meet on the second Thursday of each month from 9:30 am to 1200 pm for the General Meeting and the fourth Thursday of the month for the Quilting Bee. The mailing address for the Guild is that of the current President. This Guild currently is not a 501(c)(3) organization and is not organized for any member's personal profit, unless that member is temporarily hired as a principal lecturer/teacher. The membership roster is for use within the SRQG only and shall not be used for any commercial/advertising purpose by current or past members, or by any individual.

Article IV, Officers

Election of Officers:

At the September meeting, the President shall appoint a chairperson for the nominating committee, who shall then appoint two (2) more members (not a current board member) to serve on the committee, who will then appoint two (2) additional members to serve on the committee. The purpose of the nominating committee is to compile a slate of proposed candidates for office. All members in good standing shall be eligible for such nomination and there may be more than one candidate for each office. The slate of proposed candidates shall be presented to the membership at the regular monthly meeting in October, with the election to take place in November. The election of officers shall be conducted by the chairman of the nominating committee. Nominations from the floor may be taken at the October meeting with the prior consent of the proposed nominee. In the event of multiple candidates, a written ballot shall be prepared with candidates listed according to office and nominees are to be listed alphabetically, with space for nominations from the floor. The votes shall be tabulated by the Secretary. Newly elected officers shall assume their duties at the January meeting. The term for elected Board members will be two (2) years. Elections will be held every year with two (2) Board members being elected each year. The Board member pairs will be: President and Treasurer elected in the same year and Vice-president and Secretary elected in the following year. Board positions, in any capacity, are limited to four (4) consecutive years, with a one (1) year break in service before a member can run for a Board position again. The immediate past president shall become an ex officio member of the Board for two (2) years. If the President declines, the ex officio position will be filled by the most recent Vice-president, then Treasurer, then Secretary.

Duties of the Officers:

President

The President shall preside at all meetings of the Guild and the Executive Board and shall call the quarterly Board meeting. She/he shall appoint all committee chairpersons and shall be an ex officio member of all committees except the nominating committee.

Vice-president

The Vice-president shall act in the absence of the President and shall arrange for programs and determine any funds necessary for a program with the approval of the Board.

Treasurer

The Treasurer shall conduct financial matters of the Guild, collect and deposit all funds, and keep a balanced account of all receipts and expenditures.

Secretary

The Secretary shall record the minutes of all meetings.

Article V, Membership

Membership in the Santa Rosa Quilters Guild shall be open to any person who subscribes to the Purpose of the Guild, as set out in the Bylaws.

Only members in good standing shall be eligible to vote on matters pertaining to policy and procedures governing the Guild. A member in good standing refers to one who is current in payment of dues and who acts and behaves in a manner which upholds the reputation and integrity of the Guild.

Any member attempting to intimidate, bully, threaten or harass any member of said Guild is subject to immediate suspension of membership, without refund of dues. The suspension of membership shall be permanent. Said member will be notified by the Board of Directors by Certified Mail.

The Guild's fiscal year runs from January 1 to December 31, with dues payable before January 1. Annual dues will not be prorated.

Once the annual membership drive begins in October, any prospective new member who joins during the membership drive will have dues for the remainder of the year waived with a paid membership for the upcoming year.

Article VI, Executive Board

The Executive Board shall be comprised of the President, Vice-president, Treasurer and Secretary and shall conduct the business of the Guild. The Board shall meet quarterly or at the discretion of the President and shall be open to all members. At the beginning of each fiscal year, which runs from January 1 to December 31, the Board shall establish a budget. The proposed budget will be presented to the members in February and voted on at that time.

Article VII, Committees

The standing committees shall be:

- Community Quilts
- Door Prizes
- Heart 2 Heart
- Historian
- Hospitality
- Library
- Membership
- Newsletter
- Quilt Challenge
- Quilt University
- Quilts of Valor
- Website
- Workshops

The president shall appoint other committees as necessary.

Article VIII, Amendments to the Bylaws

Proposed amendments to the Bylaws will be published in the newsletter prior to being presented to the membership for vote. Amendments may be made by a two-thirds vote of the members present at any meeting. The Bylaws shall take effect immediately upon their adoption. Revisions, additions, or deletions are to be effective upon the date so voted by the membership.