

Bylaws of the Lick Skillet Quilt Guild

ARTICLE I-NAME

The name of this Guild shall be Lick Skillet Quilt Guild.

ARTICLE II-OBJECT

The object of this guild shall be to promote the appreciation of quilts, to share knowledge about quilts and quilting, and to perform community service projects.

ARTICLE III-MEMBERSHIP

Section 1. The membership of this guild shall be open to any party interested in supporting the guild's goals and objectives.

Section 2. Dues shall be \$25 per year for regular membership. Senior membership (65 or older) will be \$20 per year. Junior membership (9-18 years old) will be \$15 per year. The total \$25 (\$20 or \$15) shall be payable January 1 of each year, with a grace period until February 15, after which names will be removed from the roll. Members joining after July 1 shall pay only one-half year's dues. Guests are expected to join by the third visit.

Section 3. Members are responsible to sell at least 10 tickets for the Opportunity Quilt each year.

Section 4. Members are expected to participate in some fashion at the Quilt Show (unless physically incapacitated). In order to have a quilt entered/judged in the guild's show, one must have been a member in good standing by June 15th of the quilt show year. Members are also expected to donate at least 5 items for the Lick Skillet Mercantile (if a mercantile is set up at the show) with the proceeds to go to the guild general fund.

ARTICLE IV-OFFICERS

Section 1. The officers of this guild shall be a president, vice-president, secretary, and treasurer. These officers shall perform the duties prescribed by these bylaws.

Section 2. At the regular meeting of the executive board meeting in September, a Nominating Committee of three members shall be appointed: one member shall be appointed by the president and chair the committee; two members shall be chosen by the Nominating Committee chairperson. No person shall serve two consecutive years on this committee.

Section 3. The Nominating Committee shall submit the proposed slate of officers to the entire membership at the October meeting. Nominations from the floor may be taken at the November meeting. The prior consent of the proposed nominee must be obtained.

Section 4. The election shall be presided over by the Chairperson of the Nominating Committee. In the event there is only one candidate for each office, the secretary may cast the ballot.

Section 5. Newly elected officers shall be voted on in November and shall assume their duties in January. The length of terms shall be one year or until their successors are elected.

Section 6. Vacancies shall be filled by the executive board for the unexpired terms.

Section 7. No officer shall be eligible to serve more than two consecutive terms in the same office.

ARTICLE V-DUTIES OF OFFICERS

Section 1. The president shall preside at all meetings of the guild and the executive board and shall appoint all committee chairpersons. The president shall be a member ex-officio of all committees except the Nominating Committee.

Section 2. The vice president shall act in the absence of the president. The vice president shall arrange for the programs for the regular meetings and shall perform other duties assigned by the president. The vice-president shall determine any funds necessary for a speaker with the approval of the executive board.

Section 3. The secretary shall record the minutes at the regular meetings of the guild and the Executive Board meetings. The secretary shall maintain permanent files of all minutes and other pertinent records of the guild and shall conduct all necessary correspondence of the guild.

Section 4. The Treasurer shall conduct all financial matters of the guild and/or the Executive Board; shall deposit dues and issue receipts as needed or requested; shall file receipts for all disbursements and keep a balance account of all receipts and expenditures; shall make a monthly report, and shall turn over the books for audit to two people of the general membership, not on the executive board, to be selected by the president at the end of the term.

ARTICLE VI-MEETINGS

Section 1. The regular meetings of this guild shall be held on the second Monday of each month unless otherwise ordered by the executive board. The meeting will begin at 5:30 with refreshments and social time.

Section 2. The regular meeting in November shall be known as the Annual Meeting and shall be for the purpose of receiving reports of officers and committees, electing officers, and transacting any other business that may arise.

Section 3. Special meetings of the executive board may be called by a quorum of one-half plus one of the executive board with a two week notice.

ARTICLE VII-EXECUTIVE BOARD

Section 1. The executive board shall be composed of the elected officers and two members-at-large to be appointed by the president.

Section 2. The executive board shall conduct the business of the guild.

Section 3. The executive board shall have regular monthly meetings as scheduled by the president. A quorum shall consist of one-half of the officers and members-at-large plus one.

Section 4. The executive board meeting may be attended by any guild member.

ARTICLE VIII-COMMITTEES

Section 1. The standing committees shall be Community Service, Hospitality, Membership, Opportunity Quilt, Publicity/Historical, and Quilt Show. No individual can serve as chair of two committees or be a member of the Executive Board and serve as the chair of a committee. This does not preclude any member from serving on multiple committees.

Section 2. Community Service: The chair shall be the contact person for the guild in responding to requests from the community.

Section 3. Hospitality: The duties of this committee shall be to compile the host/hostess list for all monthly meetings and to be in charge of all social functions of the guild. The chairperson shall be responsible for seeing that refreshments are set up prior to the meeting time.

Section 4. Membership: The duties of this committee shall be to collect dues, maintain an attendance list for each meeting, provide name tags for visitors, and introduce members and visitors at each meeting. The chair person shall maintain contact with members as needed.

Section 5. Opportunity Quilt: This committee shall be responsible for making a quilt to be used for fund raising purposes.

Section 6. Publicity and Historical: The duties of this committee shall be to submit notices of the guild's functions and meetings to whichever organizations deemed advisable and to collect and display a record of publicity clippings and records of special events and achievements of the guild and its members.

Section 7. Quilt Show Committee: The duties of this committee shall be to organize and host a judged quilt show every even year for the members, with judging to be paid for with guild funds. This committee shall consist of a chair and 6 core members approved by the guild membership.

Section 8. The president shall appoint other committees as necessary.

ARTICLE IX-DISSOLUTION

In the case of dissolution, net assets of the Lick Skillet Quilt Guild shall be distributed to an organization with similar purposes that has been identified by the Executive Board at the time of dissolution. No funds shall insure to the benefit of any of the guild's members.

ARTICLE X-PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order, Newly Revised* shall govern this guild in all cases to which they are applicable and in which they are not inconsistent with these bylaws.

ARTICLE XI-AMENDMENT OF BYLAWS

These bylaws may be amended at any regular meeting of the guild by a two-thirds vote of the members present, providing the amendment has been submitted in writing at the previous meeting.

SUNSHINE CLUB

In the event of death or sickness to a member or their immediate family members, the guild will acknowledge with the following:

- **Guild Member** – Any member who is hospitalized for 3 days will receive flowers or a gift card at a cost of up to \$50 from the guild. Upon the death of a member, the guild will send flowers or a donation to an organization or charity at the request of the family of up to \$75.

If the guild members feel it would be in the best interest of the member to send a monetary donation instead of those mentioned above, the guild will contribute \$75 with any additional monies given as the result of a collection at the guild meeting.

- **Immediate Family of member** – The sickness of an immediate family member which includes spouse or children living at home under the age of 18 will be sent a card from the guild.

JACKIE CRUMLEY COMMUNITY SERVICE AWARD

In November, prior to the last meeting of the year, the existing president of the guild will nominate a member for the Jackie Crumley Community Service Award. This member will be chosen based on their contributions above and beyond the community service goals of and projects set by the guild for that year. The guild president will choose and present their selection to the executive board in November for a final vote. The member selected will be announced and awarded with a certificate and gift at the Christmas Party in December.

Revised 10/9/2017