

Paducah Stitch ‘N Quilt Guild By-Laws

Revised 10/2007, 4/2014, 6/2018, 1/2022

Article I Name and Purpose

Section 1 Name

The name of the organization shall be Paducah Stitch ‘n Quilt Guild.

Section 2 Purpose

The purpose of the organization shall be to increase our knowledge of and promote the general awareness of quilting.

Article II Meetings

Regular meetings shall be held monthly at times and places fixed by a majority vote of the members.

Article III Quorum

A Quorum of the organization is the majority (over one half) of the current members.

Article IV Membership

- A. Membership is open to any person interested in quilting.
- B. Membership becomes valid with payment of dues and completion of membership form.
- C. Prospective members may attend two meetings before membership is required.
- D. Members unable to afford their dues may request assistance from the guild.

Article V Elections

Section 1 Nominations

The President shall appoint a nominating committee in February whose function shall be to present a slate of nominees for the officers and Executive Board of the organization. The nominating committee shall be comprised of one member from the current officers, one member from the previous nominating committee, and one member from the membership at large. Members wanting to make a recommendation for any of the offices may do so by contacting one of the nominating committee members. The slate of officers shall be presented at the March meeting. Nominations may not be made from the floor.

Section 2 Elections

The officers shall be elected at the April meeting by a majority of the members present. Officers shall serve a term of two consecutive years and may be elected for a second term. Terms will be limited to two (2) consecutive (4 years). The President and Secretary will be elected in the odd numbered years and the Vice President, Treasurer and Delegate at Large will be elected in the even numbered years. Newly elected officers shall assume their office on June 1st following the election.

Article VI Officers and Executive Board

Section 1 Officers

The officers shall be: President, Vice President, Secretary and Treasurer

Section 2 Executive Board

The Executive Board shall be comprised of the current officers, the immediate past president and one Delegate at Large. Executive Board meeting must consist of at least four (4) of these people.

Section 3 Filling Unexpired Terms

If a vacancy occurs, except in the office of President, the vacancy will be filled by appointment by the Executive Board. In the event the President is unable to complete the term of office, the Vice President will fill the remainder of the unexpired term.

Article VII Committees

Committees: The Standing Committees of this organization shall be: Community Liaisons, Holiday Party, Sunshine, Hostess, Digital Photographer, Web Master, Retreat Coordinator, Education Coordinator and Equipment manager. The President shall appoint the chair.

Special Committees: Special Committees may be appointed by the President to perform functions not performed by the Standing Committees and shall serve until the special purpose for which they are appointed has been fulfilled, or until such Committees are dissolved by the President.

Article VIII Finances

Section 1 Fiscal Year

The fiscal year shall run from June 1 through May 31.

Section 2 Dues

- A. Annual dues of the organization shall be levied at a rate determined the majority vote of those present at the general meeting, payable no later than the June meeting each year.
- B. New members joining between December 1 and May 31 will pay half rate.

Section 3 Budget

- A. The incoming Executive Board will prepare a budget in May for the upcoming fiscal year.
- B. The budget will be presented to the general membership via the guild newsletter for approval at the June meeting.
- C. Any future changes in the budget shall be approved by the majority of the general membership present.

Section 4 Bank Account

- A. The Treasurer has the responsibility to sign checks for the guild.
- B. In the absence of the Treasurer the President has the responsibility to sign checks.
- C. Any checks in the amount of \$200 or more would require the approval by the majority of the general membership present.

Section 4 Audit

- A. The President shall appoint an audit committee with the approval of the Board.
- B. An audit of the books from the current year's Treasurer's term shall be completed prior to turning the books over to the incoming Treasurer at the June meeting
- C. . A report of the audit will be distributed to members at the June meeting.
- D. The audit committee will consist of two members at large.

Article IX Amendments

The by-laws may be amended at any regular meeting. The proposed amendment must be submitted in writing at the previous regular meeting and read to the membership. The amendment must be approved by a majority vote of the members present.