

By-Laws

of the Southern California Handweavers' Guild, Incorporated

ARTICLE I, Name

The Name of this organization shall be Southern California Handweavers' Guild, Incorporated.

ARTICLE II, Object

Section 1. To conduct this Guild on a non-profit basis and to foster and promote handweaving.

Section 2. To bring together, in closer fraternal relationship, all handweavers in Southern California, that they may develop a finer understanding and appreciation of the techniques and beauty of handweaving.

Section 3. To produce for the Guild and deliver to the membership in good standing, at least ten (10) issues of a newsletter pertaining to the handweaving community.

ARTICLE III, Officers and Their Duties

Section 1. The elected officers shall consist of a President, Vice-President, Secretary, Membership Coordinator, Treasurer and Newsletter Coordinator.

Section 2. The duties of the President, Vice-President, Secretary and Treasurer shall be those usually pertaining to such offices as in Robert's Rules of Order. In addition, the Vice-President shall be the Coordinator of the annual November event called the Weaving & Fiber Festival (WeFF), a show and sale.

Section 3. The Treasurer shall be the custodian of all the funds of the Guild and keep an accurate record of the same in accordance with the guild's fiscal year, which runs from July 1 to June 30. All guild checks are to have two (2) signatures, one of which shall be the Treasurer's, the other of which shall be either the President's or other Executive Committee member.

Section 4. The Executive Committee shall consist of the President, Vice

President, Secretary, Membership Coordinator, Treasurer, Newsletter Coordinator, the immediate Past President, and the heads of all the standing Committees, and shall be the Administrative and Executive body of this Guild.

Section 5. In the event a designated Executive Committee member shall resign, retire, or otherwise fail to carry out this duty, the President shall appoint another member to the Executive Committee. Appointees for elected positions will serve until the next general election.

Section 6. On executive committee votes, a quorum shall consist of one more than half the number of officers.

Section 7. An optional courtesy membership shall be extended to the President.

Section 8. All members shall be reimbursed for guild expenses with the approval of the Executive Committee.

ARTICLE IV, Administrative (Standing) Committees

All Committee positions, unless otherwise provided, shall be appointed by the President subject to the approval of the Officers and the Past President. The President shall be an ex-officio member of all committees. Committee heads shall include the following positions and such others as may be deemed advisable. As needed, committees can be eliminated or created by the President with a vote of the Executive Committee.

1. Librarian(s)
2. Programs coordinator(s)
3. Publicity/marketing coordinator(s)
4. Outreach/education coordinator(s)
5. Fundraising coordinator(s)
6. Hospitality coordinator(s)
7. Technology coordinator(s) (including, but not limited to, webmaster, yahoo group coordinator, and list serve coordinator)
8. Historian(s)
9. Conference/Inter-guild relations coordinator(s)
10. Correspondence coordinator(s)

Descriptions of all positions shall be posted on the Yahoo Group.

ARTICLE V, Guild Logo and Motto

Guild Logo: Octagon with the name of the Guild in the circle and a loom in the center.

Guild Motto: Weave Today to Preserve the Past and Create for the Future.

ARTICLE VI. Nominations and Elections

Section 1. Nominations for the annual election of officers shall be held at the March meeting. Elections for new officers shall occur at the April meeting. The installation of new officers shall occur after the election at a transition meeting to be determined by the President.

Section 2. There shall be one or more nominations for each office. Other nominations may be made from the floor, provided permission of the candidate has been given.

ARTICLE VII, Meetings

The regular meeting of the Southern California Handweavers' Guild shall be held on the second Saturday of each month, September to June, inclusive, or at a time and place to be designated by the Executive Committee.

ARTICLE VIII, Membership

Anyone interested in handweaving shall be eligible for membership.

Membership in this Guild shall include the following classifications:

Full Membership shall be available to anyone residing in Southern California. Full members shall be entitled to all the rights and privileges of the Guild, including the right to vote.

Guild Friend Membership shall be available to any full member who wishes to support the Guild by paying an amount (to be determined as necessary by the Executive Committee) over and above the full Membership fee. Guild Friends shall be specially acknowledged.

Guild Angel Membership shall be available to any full member who wishes to support the Guild by paying an amount (to be determined as necessary by the Executive Committee) over and above the Guild Friend Membership fee. Guild Angels shall be specially acknowledged.

Guild Friend and Angel Membership fees, over the amount of the full

membership shall be used for Guild purposes at the discretion of the Executive Committee.

Limited Membership shall be available by paying an amount determined by the Executive Committee and shall be available at the discretion of the Executive Committee to those who currently reside outside of Southern California or those who choose to only receive the guild newsletter. Limited membership does not include voting privileges. Members at the limited membership level will be charged the non-member fee for Guild workshops.

Stipends or Endowments may be available for persons who wish to become or remain a full member. All requests for Endowments should be submitted to the Executive Committee and will be kept strictly confidential.

Membership Levels and Fees shall be listed on the Guild Website.

ARTICLE IX, Fees and Dues

Section 1. The annual dues for all membership levels shall be recommended by the Executive Committee and presented for approval by a majority of the members present at a regular meeting of the Guild. At no time shall the dues be at a variance with this Guild's establishment on a non-profit basis. Dues for the following year shall be payable May 1st and be delinquent after June 30th in accordance with the Guild's fiscal year, which runs from July 1st to June 30th.

Section 2. A member whose dues have become delinquent shall be dropped from membership and will no longer be entitled to membership privileges.

ARTICLE X, Amendments of the By-Laws

These By-Laws may be amended by a majority of the members present at any regular meeting after having been presented in writing to the membership and read prior to voting.