



## **Coos Sand 'n Sea Quilters Bylaws**

Coos Sand 'n Sea Quilters  
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**Welcome to Coos Sand ‘n Sea Quilters!**

# Coos Sand 'n Sea Quilters Bylaws

## Article I: Name

The name of the organization shall be called Coos Sand 'n Sea Quilters

## Article II: Purpose

The Guild was organized in October 1991 to share and perpetuate the rich heritage of quilting. Its purpose is to learn about quilt-making and the construction of quilts, to share experiences, inform the public about quilt-making as an art form, to learn about the history of quilts, and to promote an appreciation of the skills involved in the making of quilts.

## Article III: Membership

### Section 1. Qualifications and limitations

Membership is open to anyone interested in quilting. Membership enrollment shall be unlimited unless determined otherwise by the Board or by ballot vote of the general membership.

### Section 2. Dues

Annual dues will be \$20.00 unless changed by vote of the membership and shall be payable for the calendar year beginning with the September meeting (year will run September to June). Dues are \$10.00 for new members who join after January 1st. Membership privileges include: a monthly newsletter; participation in the block-of-the-month; birthday drawing; voting; secret sister; use of the library; satellite groups, and quilt show entry as a registered participant with no entry fee. Non-members in attendance may only participate in the hospitality and raffle tables. Former members who have not paid their dues by October's general meeting will be dropped from the membership.

## Article IV: Officers

Section 1. Officers shall be paid members of the organization.

Section 2. Officers of the organization shall be: President, Vice-President, Secretary, Treasurer, and Parliamentarian.

Section 3. Officers shall be elected to serve a one year term. President and Vice-President shall be limited to serving two consecutive one year terms, with the exception of mandated shut down periods, or times of local, state or national disaster. Secretary, Treasurer, and Parliamentarian may serve as many consecutive terms as desired (Membership Approved March 2014). At the end of each year there will be a financial audit.

Section 4. Responsibilities of the Officers:

- A. **President:** The President shall preside at all business and board meetings of the organization and shall approve all committee chairmen. The Executive Board, shall act on matters whenever they cannot be taken up at a regular meeting.
- B. **Vice-President:** The Vice-President shall perform the duties of the President in case of the President's absence or disability and serve as Program/Workshop Chairperson.
- C. **Secretary:** The Secretary shall keep a record of all meetings of the Board and organization. The book of minutes shall contain a copy of the Bylaws, Amendments and Job Descriptions.
- D. **Treasurer:** The Treasurer shall keep a record of all money received and distributed and shall perform the duties as defined in the Job Description. In the event of inability to act as Treasurer, the President is authorized to make such payments and disbursements until a new Treasurer can be appointed.
- E. **Parliamentarian:** The Parliamentarian shall be present at all business meetings to insure that proper rules of order are followed. (See Article XI)

## Article V: The Board

Section 1. The Executive Board shall consist of the elected officers.

Section 2. The Guild Board shall consist of all elected officers, appointed standing committee chairpersons, and the immediate past President.

Section 3. Each officer and each standing committee chairperson shall have one vote no matter how many positions held.

*Section 4. Quorum:*

- Executive Board: 3 or more members
- Guild Board: 2/3 board members present
- General Meetings: majority of votes cast

**Article VI: Committees**

Standing committees may include:

- |            |             |                          |                  |
|------------|-------------|--------------------------|------------------|
| Historian  | Newsletter  | Quilt Block of the Month | Electronic Media |
| Publicity  | Hospitality | Quilt Show               |                  |
| Membership | Librarian   | Raffle Table             |                  |
| Workshops  | Sunshine    | Community Liaison        |                  |

Other committees may be formed or combined as deemed necessary by the Board. Appointments shall be for a one-year term, with no limits.

**Article VII: Nominations and Elections**

*Section 1.* The President shall seek a Nomination Committee of two or more members who shall serve for one election period. Appointment shall be made no later than the February meeting. The chairperson of the Nominating Committee shall report the proposed slate of at least one nominee for each office. The names of these nominees along with the nominations from the floor will be accepted at the March meeting. Nominations will then be closed.

*Section 2. Elections*

- A. Elections shall be held at no later than the April meeting.
- B. If there is only one nominee for a position a voice vote may be taken
- C. A majority of votes cast shall elect. Absentee ballots will be accepted until the time of the election.
- D. Those elected shall take office at the close of the June meeting, with a formal introduction.

*Section 3.* Should a vacancy occur during a term, the Executive Board shall appoint a member to fill the unexpired term.

**Article VIII: Meetings**

*Section 1. General Meetings*

Business meetings shall be held once a month. Unstructured meetings may be held at least once a month.

*Section 2.* Executive Board meetings shall be called by the President.

*Section 3.* Guild Board meetings shall be called by the President and attended by the elected officers and appointed committee chairperson or their representative.

**Article IX: Funds**

*Section 1.* The organization shall be non-profit.

*Section 2.* Arrangements with a bank shall require the signatures of two officers. The names of the President, Vice-President and Treasurer are authorized to write checks for the organization.

*Section 3.* Be it hereby resolved that on dissolution or disbanding of said organization, any assets shall be distributed to a qualified non-profit organization, or state, and/or local government for a public purpose.

**Article X: Amendments to the Bylaws**

Amendments may be proposed at any meeting or at a special meeting called for that purpose by the President after notification to the membership. Approval will be by a majority of votes cast by voice vote or secret ballot at the next general meeting. Absentee ballots will be accepted until voting time.

**Article XI: Parliamentary Authority**

“Robert’s Rules of Order” shall govern the organization in all cases not specified in these Bylaws. In the event of a conflict between “Robert’s Rules of Order” and these By-Laws, these By-Laws shall prevail.

Bylaw amendment revisions approved by membership March 2014, March and April 2023

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