

## QUILTERS' CONNECTION, INC. BYLAWS

### I. RIGHTS AND RESPONSIBILITIES OF MEMBERSHIP

- A. Members are expected to attend four meetings and contribute their time or services for the benefit of the guild. They may vote, hold all offices and committee chairs, exhibit in the Quilt Show, receive the newsletter and are eligible to take all workshops.
- B. Non-members may receive the newsletter at a fee.

### II. THE EXECUTIVE BOARD

- A. The responsibility of the Executive Board is to manage the activities of the organization and to propose By-Law changes.
- B. The nine voting members of the Executive Board shall consist of the elected Officers: the President, Vice-President, Secretary, Treasurer, and the appointed Chairs of the Membership, Quilt Show, Programs, and Newsletter committees, and the Member-at-Large.
- C. Responsibilities of the Officers
  1. The President shall preside at all Executive Board meetings and regular meetings of QUILTERS' CONNECTION, Inc., and be a member of the Board of Directors and an *ex officio* member of all committees except the Nominating Committee.
  2. The Vice-President, in the absence of the President, shall preside at all Executive Board meetings and regular meetings of QUILTERS' CONNECTION, Inc. The Vice-President may attend Board of Directors' meetings.
  3. The Treasurer shall have custody of all QUILTERS' CONNECTION, Inc. funds and be its general collecting, disbursing and accounting officer and file tax returns.
  4. The Secretary shall take the minutes of the Executive Board meetings, Board of Directors' meetings, and regular meetings of QUILTERS' CONNECTION, Inc. when a membership vote is required. The Secretary or designee shall also serve as non-voting secretary of the Board of Directors. The Secretary shall ensure that a notice appears in the newsletter prior to the action being presented to the membership, and shall file all legally required documents with the Massachusetts Secretary of State.
- D. The terms of office for members of the Executive Board shall be for no more than two consecutive years in the same position, unless approved by unanimous vote of both the Executive Board and the Board of Directors.
- E. Elections of the Officers shall take place at the Annual Meeting in May. At the preceding April meeting, if not before, and in the April newsletter, the Nominating Committee shall present a slate of candidates to the membership.

### III. COMMITTEES

- A. Standing and *ad hoc* committee chairs shall be appointed by the President, with the approval of a majority of the Executive Board.
- B. Standing committees shall include, but not be limited to: Membership, Quilt Show, Programs, Newsletter, and Nominating.

### IV. THE BOARD OF DIRECTORS

- A. The purpose of the Board of Directors is to set policy and long range goals, and to review the management of the Executive Board.
- B. The Board of Directors shall consist of five voting members and a nonvoting recording secretary. Voting members shall include the President, Past President, and three elected members of QUILTERS' CONNECTION, Inc., each of which elected member has been a member for at least five years, nominated by the Nominating Committee and elected by the membership.
- C. The overlapping terms for elected members of the Board of Directors are three years, with one Director elected each year.
- D. Elections to the Board of Directors shall take place at the meeting in May, with a slate of candidates presented by the Nominating Committee to the membership by at least the April meeting.

### V. DUES

- A. The membership and fiscal year of QUILTERS' CONNECTION, Inc. shall be from September 1 through August 31<sup>st</sup> of each year.
- B. Annual dues, as proposed by the Treasurer and approved by the Executive Board, are payable for renewing members by May 31<sup>st</sup> of the preceding fiscal year.
- C. Any member in arrears for dues on July 1<sup>st</sup> of the preceding fiscal year shall be dropped from membership.

### VI. MEETINGS

- A. Eight meetings shall be scheduled each year.

### VII. WAITING LIST

- A. Waiting List applications must be submitted to the Membership Chair.
- B. Waiting List applicants will be admitted as openings occur, according to the date the application was received.
- C. The Waiting List will be published in the April newsletter.