

REVISED BYLAWS OF THE
CYPRESS CREEK QUILTERS' GUILD

NAME

CYPRESS CREEK QUILTERS' GUILD, INC., a corporation not for profit.

PURPOSE

The purpose for which the corporation is organized is to foster the art of quilting, to encourage a high standard of design and technique in all of its various forms, to educate and mentor members of the community in the art of quilting; and to stimulate interest in the art of quilting through shows and demonstrations.

MEMBERSHIP

Section I: REGULAR MEMBERSHIP. Any person with an interest in the art of quilting shall be eligible for membership upon the payment of annual dues. Said membership to be nondiscriminatory without regard to race, color, creed, sex or national origin. Potential members may visit twice before joining.

JUNIOR MEMBERSHIP. Junior membership may be available for individuals between the ages of 12 and 17 who attend meetings with a sponsoring regular member at a rate to be determined by the Board of Directors. Membership becomes valid upon payment of dues and completion of membership form, co-signed by a parent or guardian. Junior members shall have all the privileges of active membership, except holding elective office and attending guild retreats.

Section II: DUES. Membership dues shall be at such rate, schedule or formula as may from time to time be prescribed by the Board of Directors, and approved by the general membership at the annual meeting. The annual dues are due and payable as of the January meeting of each year.

OFFICERS AND BOARD OF DIRECTORS

Section I: OFFICERS. The officers shall consist of a President, Vice President, Secretary, Treasurer and Parliamentarian, who shall be elected at the November meeting of the members and shall serve for a period of one year or until new officers are elected. The new slate of officers will be installed at the January general membership meeting. No officer shall serve more than two consecutive terms in office. Un-expired terms shall be filled to their expiration date through appointment by the President and approval of the Board of Directors.

Section II: BOARD OF DIRECTORS. The Board of Directors shall consist of all Elected Officers of the corporation, the chairperson of standing committees, and the immediate past president. The Board of Directors shall manage the affairs of the corporation and shall present all major recommendations for the approval of the membership. The Board of Directors shall

also be responsible for establishing the Rules and Regulations of the Guild.

Section III. STANDING COMMITTEES The chairpersons of standing committees shall be appointed by the President, with approval of the Board of Directors. There shall be such standing committees as shall be deemed necessary by the Board of Directors.

Section IV. DUTIES OF OFFICERS

A. PRESIDENT. The President shall preside at all of the general meetings and meetings of the Board of Directors, appoint all committees not herein otherwise provided, shall not have a vote except in case of a tie, and shall perform such duties as are incidental of the office.

B. VICE-PRESIDENT. The Vice-President, in the absence of the President, shall perform all the duties of the President. The Vice-President shall also be a member of the Program Committee.

C. SECRETARY. The Secretary shall keep minutes of the meetings of the Board of Directors and general meetings; conduct general correspondence as required and assume all duties usual to the office.

D. TREASURER. The Treasurer shall act as custodian of the funds, collect dues and keep and present an itemized account of receipts and disbursements at each business meeting. The Treasurer shall be responsible for keeping all financial records having to do with the corporation and shall be responsible for remitting dues and other financial obligations to any organization with which the corporation is affiliated. The Treasurer shall be responsible for the payment of services by an individual who has been engaged by the corporation for the purpose of lecture or workshop. Treasurer shall follow the regulations of the IRS, as well as regulations of the State of Florida and Pasco County, including an annual audit of the books, with respect to the operation of a nonprofit educational organization. Both the Treasurer and one other elected officer of the Guild shall sign checks. The Treasurer shall deposit all funds to the credit of the CYPRESS CREEK QUILTERS' GUILD, INC. in such banks and other depositories as the Board of Directors may designate. The Treasurer shall also be a member of the Budget Committee.

MEETINGS

Section I. BOARD OF DIRECTORS ANNUAL MEETING. There shall be a joint meeting of the outgoing Board Directors with the incoming Board Directors, which will be held shortly after the elections meeting.

BOARD OF DIRECTORS MONTHLY MEETING. The Board will meet once each month at a time and place designated by the President. The officers and committee chairs shall attend this meeting to discuss guild business to be presented at the business meeting, make recommendations and plan guild activities.

Section II. REGULAR MEETING. Regular meetings of the membership shall be held monthly. Children under the age of 12 may not attend meetings. Pets are not allowed at any Guild function with the exception of those which are service animals. Each guild meeting shall include time for show and tell as an opportunity for members to share their work.

Section III. QUORUM. A quorum shall consist of a simple majority of the total attending membership at a monthly general meeting.

Section IV. WORKSHOPS. As a non-profit educational organization, workshops and classes are to be held during the year and will be announced in the newsletter and at the general meetings. The Education Chair is the coordinator of all workshops. All active members in good standing are entitled to attend the workshops.

COMMITTEES

The chairperson of each committee will provide a written report to the President of all monies received and spent by their committee.

Section I. NOMINATING COMMITTEE. The Nominating Committee shall consist of three members composed of the President who will appoint the other two members from the general membership. The Nominating Committee shall make a report to the membership of nominations for each office to be elected. The slate of nominees shall be presented at the October general meeting and elections shall be held at the November general meeting. Upon receipt of the slate, the Secretary shall notify the general membership. (A) Each candidate must be an active member in good standing and agree to accept the responsibilities of the office. (B) Nominations may be made from the floor at the time of the election

Section II. MEMBERSHIP COMMITTEE. The Membership Committee will be responsible for soliciting new members, maintaining a directory, issuing membership cards to each member and collecting dues.

Section III. PROGRAM COMMITTEE. The Program Committee will be responsible for planning the program for the monthly meetings of the general membership as well as any special programs as may be requested by the membership.

Section IV. EDUCATION COMMITTEE. The Education Committee shall be responsible for arranging for workshops to encourage growth in all areas of the art of quilting. The committee shall arrange for teachers to teach classes to the membership, place education calendar and/or reminders in the newsletter, pass out signup sheets for classes, obtain supply lists and any other directions from teachers for workshops. The Education Committee shall also determine fees to be charged for participation in workshops with Board approval. When guest teachers and speakers are scheduled, this committee will assist the teacher/speaker in providing instructions, arrange for the Treasurer to have payment ready at the end of the workshop, thank the teacher and handle any follow-up correspondence.

Section V. BLOCK OF THE MONTH COMMITTEE. The Block of the Month Committee

shall be responsible for presenting the Block of the Month to the membership and organizing the drawing each month.

Section VI. CHARITY COMMITTEE. The Charity Committee shall arrange for at least one charity project each year that all members may participate in at their discretion. Such projects shall be presented to the Board of Directors for approval.

Section VII. HOSPITALITY COMMITTEE. The Hospitality Committee will serve as hostesses at the meetings, greet guests and facilitate introductions. This committee will also assist in the clean-up following the general membership meetings.

Section VIII. QUILT SHOW. The Quilt Show Committee shall oversee the Quilt Show, making all necessary arrangements and having final word on all quilt show committee plans and activities.

Section IX. OPPORTUNITY QUILT. The Opportunity Quilt Committee shall organize the formation, creation, and construction of the Opportunity Quilt. The Opportunity Quilt Committee shall also be responsible for ordering the tickets which, for a donation, would be available to the public for the opportunity to own the quilt. The Opportunity Quilt Committee shall also be responsible for storing and maintenance of the quilt display stand. The purpose of the Opportunity Quilt is to raise funds to support the education programs offered to members of the guild.

Section X. ADVERTISING. The Advertising Committee shall arrange for advertising space in the newsletter and on the website. The Advertising Committee shall determine what types of advertising are acceptable and collect the fees for the ads.

Section XI. WEB MASTER. The Web Master shall be responsible for maintaining the guild web site to inform and promote activities of the guild to the public and also maintain the current list of members and information available to guild members only.

Section XII. NEWSLETTER. The Newsletter Committee shall be responsible for publishing the monthly newsletter which shall be available on the guild's website.

Section XIII. CHALLENGE QUILTS. The Challenge Quilts Committee shall be responsible for coordinating a challenge quilt to encourage members to try new techniques, ideas and designs. A set of guidelines shall be established for members to follow, and rules shall be set by the committee. Participation by the members shall be optional.

Section XIV. DOOR PRIZES. The Door Prize Committee shall be responsible for obtaining door prizes from local quilt shops, members, and other sources specializing in quilting related items. The Door Prize Committee shall also be responsible for distributing a door prize at each of the general monthly meetings.

Section XV. RETREAT. The Retreat Committee shall be responsible for arranging for the time and place of the retreats for members. Promoting participation, obtaining door prizes and any

other materials needed for the retreat, collecting fees and arranging with the Treasurer for payment of costs associated with the retreat.

Section XVI. BUDGET. The Budget Committee shall be responsible for working with the Board of Directors to determine what items should be included in the budget and the amounts necessary.

Section XVII. UFO'S (unfinished objects). The UFO Committee shall be responsible for maintaining the list of member's UFO's, checking off the UFO once member has completed it, completion consisting of the UFO being quilted, bound, labeled and shown at show and tell, and determining rules on what qualifies as a UFO.

PARLIAMENTARY AUTHORITY

The current edition of Roberts Rules of Order shall be the final source of authority in all questions of parliamentary procedures when rules are not consistent with the bylaws of the organization. These bylaws may be altered, amended, or repealed and new bylaws adopted at any business meeting by two-thirds vote of the members present, provided a quorum is present to conduct business and the proposed changes or amendments are furnished to the general membership in the newsletter prior to said general meeting in which voting will occur. Bylaws shall be reviewed every 3 years; suggested changes should be submitted to the Board of Directors for approval. Changes or amendments must be approved by vote of the general membership.

LIMITATIONS OF ACTIVITIES

Activities of the organization shall not involve preparation or dissemination of propaganda, attempts to influence legislation, or support any political campaign for public office. No part of monies of the organization shall accrue to the benefit of any member or officer.

DISTRIBUTION OF ASSETS UPON DISSOLUTION

Should the organization be dissolved any monies or property then owned shall be given to a charitable organization, as the Board of Directors shall decree.

These bylaws super cede any and all previously adopted by Cypress Creek Quilters' Guild, Inc.

Approved: May 5, 2009