



# JACKSON QUILTER'S BYLAWS

## NAME AND PURPOSE

The name of the quilt guild will be **Jackson Quilters**, which will be referred to as “the Guild” within these bylaws. The Guild is a non-profit organization that provides not only education in the art of quilting to current members, but also to the public, which increases the importance of making quilts and preserving their history and enjoyment. Any dues received will be used for the bi-annual quilt show, continuing education and any community projects when needed, and any expenses.

## MEMBERSHIP

Membership is open to anyone that has an appreciation of quilts and/or quilt making. Members will pay dues on or before the third month of the year. This will allow them to participate in the Guild’s monthly meeting and program and gives them voting privileges on any of the Guild’s business. If dues aren’t paid by March 31<sup>st</sup>, members will be dropped from the roll and they will not receive a newsletter.

The membership year will begin the fourth Monday in January and end the fourth Monday in October.

The annual dues shall be brought up for discussion at the officers’ meeting, which is to be held sometime before the first Guild meeting of the year. The decision to increase dues and the amount will be brought before the Guild membership for a vote.

Senior members dues will be three dollars less than the regular membership dues. (Senior members being those that are 65 years of age or above). A registration form will be required for all Guild members to fill out and, along with the dues, be submitted to the Treasurer.

# OFFICERS AND DUTIES

Elected officers of the Guild will consist of the President, Vice-President, Secretary, Treasurer, Program Chairpersons, Newsletter Editor, Hostesses, Greeter, Historian, and Webmaster. Their term will be from January to October. Officers may be re-elected.

The **PRESIDENT** will preside at all meetings of the Guild and also at any Officers' meetings. She will appoint committee chairs as necessary; have the authority to sign Guild checks and contracts, and any other responsibilities that may be necessary regarding the Guild

The **VICE PRESIDENT/PRESIDENT-ELECT** will preside at Guild meetings when the President is absent and assist the President whenever necessary.

The **SECRETARY** will take minutes of each Guild meeting and any officers' meetings. She will submit minutes to the Newsletter editor by the deadline chosen by the Newsletter Editor, submit Guild news to the Mississippi Quilt Association (MQA) newsletter editor by their deadline, conduct and maintain any Guild correspondence not related to a special activity such as the quilt show, send a card to member or member's family in case of death or illness, submit Guild meeting information to various newspapers every month, and along with the Treasurer, update annual Guild membership.

The **TREASURER** will give a monthly financial report at each Guild meeting. This will be reported in the Newsletter. She will collect all membership dues and fees for workshops, keep all records of monies coming in and going out, have check signing authority to reimburse members that submit receipts for funds spent on Guild business, programs and other expenses, and along with the Secretary, update annual Guild memberships. This office is a two-year term.

The **PROGRAM DIRECTORS** will be responsible for arranging the program for the monthly meetings of the Guild, coordinate advance notice of programs with the Newsletter Editor, and coordinate workshops that may occur during the membership year. This position will be held by two people.

The **NEWSLETTER EDITOR** is responsible for the distribution of the monthly newsletter, which will be mailed or emailed at least one week prior to the next Guild meeting. The newsletter will include Guild meeting time and location, program information, membership information, the Treasurer's report, and any other information pertinent to the Guild.

The **GUILD HOSTESS** position will be held by two people. They will be responsible for providing refreshments 30 minutes prior to each Guild meeting and making sure the

area is cleaned up after the meeting. They will also be responsible for coordinating the October Pot Luck dinner.

The **GREETER** will be responsible for greeting current and new members and guests by having them sign in. She'll take care of the birthday door prize drawing, and coordinate any block/fabric exchanges the Guild may have.

The **HISTORIAN** is responsible for maintaining a history of the Guild activities for future reference to include pictures and articles.

The **WEB MASTER** is responsible for maintaining the Guild's website – [jacksonquilters.com](http://jacksonquilters.com). This will include pertinent Guild information and pictures. The Web Master will have exclusive administrative rights for the website.

## MISCELLANEOUS

Most business will be conducted by the President at the beginning of each Guild meeting. There will be at least two board meetings during the membership year. Board members will consist of elected officers and any standing committee chairpersons. Other business may be brought up for discussion at these meetings and, if necessary, taken to the Guild membership for voting.

A Nominating Committee will be selected in August. Each person being considered for office will be contacted before the Guild membership votes. Voting of new officers will take place at the October meeting. Those members attending the meeting will vote by a show of hands. Those members shall be considered a quorum.

Outside speakers will be compensated per their fee.

An appropriate card will be sent to members regarding illness, death, or birth. A memorial will be sent in member's name upon death not to exceed \$25.

Guest may attend up to two meetings without paying dues.

The Guild shall participate in a bi-annual quilt show allowing active members of the Guild to showcase their quilts.

A monetary gift will be donated to the facility allowing us to hold Guild meetings and workshops.

As a non-profit organization, Jackson Quilters will make and donate quilts to charitable organizations as needs arise.

This organization is organized exclusively for charitable, religious, educational or scientific purposes within the meaning of section 501 (c)(3) of the Internal Revenue Code.

No part of the net earnings of the organization shall inure to the benefit of, or be distributed to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of these purposes.

No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office.

Notwithstanding any other provision of these Articles, the organization shall not carry on any other activities not permitted to be carried on

- (a) By an organization exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future Federal tax code or
- (b) By an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or corresponding section of any future Federal or local government, for a public purpose. Any such assets not so disposed of shall be disposed exclusively for such purposes or to such organization or organizations which are organized and operated exclusively for 501 (c)(3) purposes.

Revised January 2011  
Presented to Guild January 2011

Rosemary Taylor - Co-Program Chair  
Dorinda Evans - President