

Bylaws of the SAN ANTONIO GLASS ART GUILD

ARTICLE I - PURPOSE AND OBJECTIVE

This not for profit alliance of Glass Artists is organized exclusively for the objectives of education and awareness. These objectives are to be accomplished by providing workshops, publications, conferences, lectures, shows and demonstrations that are available to members and the general public alike. The purpose of these programs is to educate the membership and the general public about the glass arts and to increase the knowledge and value of the artists and their work. This is accomplished by promoting the exchange of information, skills and knowledge to preserve the glass arts and create a supportive atmosphere for high standards of craftsmanship.

ARTICLE II - MISSION STATEMENT

The Guild's mission is to promote community awareness, understanding and appreciation of the glass arts and to maintain a support network for artists, which provides educational, mentoring and marketing opportunities. The Guild is recognized and valued for its ability to bring the fine art and fine craft directly to the individual. It is committed to help preserve and enhance arts and culture in our community.

ARTICLE III - MEMBERSHIP/DUES

Types of membership

CORPORATE, INDIVIDUAL ADULT, STUDENT /JUNIOR

- Dues for CORPORATE s \$150.00
A CORPORATE membership composed of 4 people to include 2 principals and 2 Individuals
- Dues for INDIVIDUAL member \$40.00
- Any professional or non-professional artist and/or art enthusiast, eighteen years or older, is eligible to become an ACTIVE member if the applicant is creating and displaying art, wishes to do so, or would like to help promote the glass arts in our community through educational opportunities and shows. This membership constitutes the voting body, with full membership privileges. ACTIVE members will be expected to take an active role in their Guild through monthly meetings, educational opportunities and/or demonstrate that they remain active in promoting the arts in our community. Dues for a JUNIOR/STUDENT member will be \$25.00

A JUNIOR member, twelve through seventeen years old, will receive the newsletter and attend meetings. JUNIOR members will be eligible for all Guild privileges.

MEMBER BENEFITS

- Benefits from participating vendors
- Eligibility to apply: competitions & shows
- Educational services
- Professional Collaboration opportunities
- Group and or Cooperative Buying
- Access to marketing mailing lists
- Online Gallery, links to pages/listing
- Use of logo
- Networking with other glass artists
- Databases of referring buyers
- Portfolio development opportunities

ARTICLE IV - ANNUAL MEETING

Section 1: Annual Meeting. The date of the regular annual meeting shall be set by the Executive Board who shall also set the time and place. The Fiscal year of the Guild will run from June 1st through May 31st.

Section 2: Special Meetings. Special meetings may be called by the Chair or the Executive Committee.

Section 3: Membership Meetings. A minimum of 8 membership meetings will be held in a public meeting space per fiscal year.

Section 4: Notice. Notice of each meeting shall be given to each voting member, by mail or electronic communication, not less than ten days before the meeting.

ARTICLE V – EXECUTIVE BOARD

Section 1: Board Role, Size, Compensation. The Executive Board is responsible for overall policy and direction of the Guild, and delegates responsibility for day-to-day operations to the committees. The Board shall have up to seven (7) and not fewer than five (5) members. The board receives no compensation other than reasonable expenses. The Officers shall perform the duties prescribed by the by-laws and by Roberts Rules of Order. The terms of office shall be one year running concurrently with the fiscal year. Elections shall be held within 30 days of the end of the Fiscal Year.

Section 2: Meetings. The Board shall meet at least four (4) times at an agreed upon time and place.

Section 3: Board Elections. Election of new officers or election of current officers to a second term will occur as the first item of business at the annual meeting of the Guild. Directors will be elected by a majority vote of the current members.

Section 4: Terms. All Board members shall serve one (1) year terms, but are eligible for re-election.

Section 5: Quorum. A quorum must be attended by at least 75% percent of the Executive Board members before business can be transacted or motions made or passed.

Section 6: Notice. An official Board meeting requires that each Board member have electronic or written notice one week in advance.

Section 7: Officers and Duties. There shall be seven officers of the Board consisting of a President, Vice President, President-Elect, Recording Secretary, Corresponding Secretary, Treasurer, and the Immediate Past President.

Their duties are as follows:

The President shall convene regularly scheduled Board meetings, shall preside or arrange for other members of the executive committee to preside at each meeting in the following order: Vice-President, Recording Secretary, and Treasurer. The President shall also appoint chairpersons of committees as deemed necessary by the President to carry out Guild functions.

The Vice-President will chair committees on special subjects as designated by the board.

The Recording Secretary shall be responsible for keeping records of Board actions, including overseeing the taking of minutes at all board meetings and membership meetings, distributing copies of minutes and the agenda to each Board member, and assuring that guild records are maintained.

The Corresponding Secretary shall be responsible for sending out meeting announcements and agendas to the membership and board. In addition, the Corresponding Secretary will manage the guild's mailing lists and membership list assuring that guild records are well maintained.

The Treasurer shall make a report at each Board meeting. Treasurer shall assist in the preparation of the budget, help develop fundraising plans, and make financial information available to Board members and the public.

Section 8: Vacancies. When a vacancy on the Board exists, nominations for new members may be received from present Board members by the Corresponding Secretary two weeks in advance of a Board meeting. These nominations shall be sent out to Board members with the regular Board meeting announcement, to be voted upon at the next Board meeting. These vacancies will be filled only to the end of the particular Board member's term.

Section 9: Resignation, Termination and Absences. Resignation from the Board must be in writing and received by the Recording Secretary. A Board member shall be dropped for excess absences from the Board if s/he has three unexcused absences from Board meetings in a year. A Board member may be removed for other reasons by a three-fourths vote of the remaining directors.

Section 10: Special Meetings. Special meetings of the Board shall be called upon the request of the President or one-third of the Board. Notices of special meetings shall be sent out by the Secretary to each Board member postmarked two weeks in advance.

ARTICLE VI - COMMITTEES

Section 1: The Board may create committees as needed, such as fundraising, publicity etc. The Board President appoints all committee chairs.

Suggested committees include:

1. Membership
2. Publicity (External Public Relations, Use of Logo)
3. Fundraising
4. Community service projects
5. Development
6. Communications (Electronic newsletter, Online Gallery)
7. Public Outreach/Programs (Juried Show, Demos, Studio tours, Scholarship)
8. Membership Outreach/Programs (Meeting Activities, Classes, Barter of Education, Portfolio Development)

Section 2: Seven officers serve as the members of the Executive Board. Except for the power to amend the Articles of Incorporation and Bylaws, the Executive Board shall have all of the powers and authority in the intervals between meetings of the membership.

Section 3: Finance Committee. The Treasurer is chair of the Finance Committee, which includes three other Board members. The Finance Committee is responsible for developing and reviewing fiscal procedures, a fundraising plan, and annual budget with staff and other Board members. The Board must approve the budget, and all expenditures must be within the budget. Any major change in the budget must be approved by the Board. The fiscal year shall be June 1st through May 31st. Annual reports are required to be submitted to the Board showing income, expenditures and pending income. The financial records of the organization are public information and shall be made available to the membership, Board members and the public.

ARTICLE VII - AMENDMENTS

Section 1: These Bylaws may be amended when necessary by a two-thirds majority of the Executive Board. Proposed amendments must be submitted to the Corresponding Secretary to be sent out with regular Board announcements.

These Bylaws were approved at a meeting of the Executive Board on May 25, 2006.