

# Northampton Modern Quilt Guild

## Bylaws

*As amended June 6, 2021*

### Article I: Name, Purpose and General Matters

#### 1.1 Name

The name of the organization is Northampton Modern Quilt Guild, also referred to as "NMQG." We are a local chapter of the Modern Quilt Guild, also referred to as "MQG".

#### 1.2 Purpose

The purpose and mission of the Northampton Modern Quilt Guild is to support and encourage the growth and development of modern quilting through art, education, and community. The Northampton Modern Quilt Guild fosters the ongoing sharing of information and ideas through personal relationships and meetings, and by leveraging a wide variety of online and electronic resources and tools.

By developing sustained and rich relationships, guild members aim to

- a) increase and enhance their own quilting techniques,
- b) expand their body of knowledge and information about design, fabrics, and tools,
- c) learn from local, regional, and national quilting, and other fields of art,
- d) invite newcomers to learn about quilting, and, specifically, about modern quilting,
- e) participate in and organize community and public service events focused on modern quilting,
- f) share members' work with each other and with the public

#### 1.3 Mailing Address

NMQG will receive postal mail at the home of the current Treasurer.

#### 1.4 Powers

Members and officers of NMQG agree to adhere to these Bylaws.

#### 1.5 Fiscal Year

The fiscal year begins on January 1 and ends on December 31 of each year.

#### 1.6 Annual Business Meeting

The December meeting of NMQG will be our annual business meeting, where we:

- a) elect officers
- b) the President and Treasurer deliver their reports, which will include both retrospective and prospective fiscal year information
- c) from the Treasurer's report, an annual budget will be proposed on behalf of the Officers and approved by NMQG membership

#### 1.7 Privacy

Member information is for the use of NMQG's business only. Every effort will be made to protect the privacy of individual members. Personal information of members will never be offered for sale, or otherwise, to non-authorized parties. We cannot be held legally or financially responsible if any NMQG information is shared or otherwise unlawfully obtained by unauthorized third parties.

## **1.8 Robert's Rules of Order**

All general meetings and meetings of the officers will be conducted in accordance with Robert's Rules of Order, unless otherwise stated in these Bylaws. A copy of Robert's Rules of Order will be available at all meetings.

## **1.9 Non-Discrimination**

Membership is open to all. No person may be denied membership to NMQG or be denied participation in any Guild events or activities because of gender, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability.

## **Article II: Members**

### **2.1 Membership**

Membership is open to anyone 18 years or older, upon completion of a membership application and payment of dues. Membership in NMQG includes membership in the national Modern Quilt Guild.

### **2.2 Dues**

The price of annual dues will be set by the Officers. These dues include membership in both the local NMQG chapter, as well as membership in MQG.

Members in good standing must pay NMQG dues by the December meeting of each year for the following fiscal year. (An up-to-date membership list is sent to MQG at the same time that the annual dues are submitted to MQG).

If an individual withdraws from membership in NMQG, dues will not be refunded or pro-rated.

NMQG will maintain a fund, referred to as "Pin Money" which can be used to defray the cost of annual dues for individuals experiencing financial hardships. Pin money is available at the discretion of the Officers. An individual seeking pin money should speak to an officer. Guests who attend single meetings will be asked to pay \$5, and this money will go into the General Treasury.

### **2.3 Meetings**

NMQG will hold monthly meetings, except in July and August. Meetings are held on the first Sunday of the month, from noon to 2:00 p.m. Members will be notified of changes to this schedule as soon as possible. Permanent changes to this schedule must be approved by NMQG membership.

### **2.4 Voting**

Each member in good standing receives one vote in NMQG decisions. Absentee voting is allowed by proxy voting only.

### **2.5 Revocation of Membership**

An individual's membership may be revoked because of actions that threaten the non-profit status of NMQG, for violation of policies set by the host meeting space, or for participation in any blatantly criminal activity related to NMQG and its Bylaws.

## **Article III: Officers**

### **3.1 Officers**

The Officers are President, Vice-President, Secretary, Treasurer, and Board Member At Large. An individual who wishes to become an officer should understand and adhere to NMQG's

purpose and must have been an active member for one full year. Officers should attend 80% of the general meetings and meetings of the Officers, and they must, and they must fulfill the duties as described below in Duties of Officers.

### **3.2 Duties of Officers**

The Officers are responsible for managing the business and affairs of NMQG. Please refer to the separate document on job descriptions of Officers.

### **3.3 Nominations**

At the September meeting, volunteers will be sought for the positions of Vice-President, Treasurer and Secretary. If there are no volunteers, the current Vice-President, Treasurer and Secretary are responsible for finding a member who will serve the next term.

### **3.4 Election of Officers**

At the December meeting, new Officers will be elected to a two-year term, January through December, by a majority of the members present. Terms will be staggered as follows:

- Odd years: President, Treasurer, and Board Member at Large
- Even years: Vice President and Secretary

Absentee voting is allowed only by proxy. Voting will be by an anonymous balloting method.

### **3.5 Installation of Officers**

Officers will assume their duties in January. All financial records and other papers and digital documents related to NMQG business shall be delivered by the outgoing Officer to the respective incoming Officer within two weeks of the election.

### **3.6 Filling Vacancies**

An Officer may resign at any time. Any Officer position, except that of President, may then be filled by appointment by the Officers. If the President position becomes vacant, the Vice-President will temporarily assume the role of the President until an election can be held to nominate and vote on a new President.

### **3.7 Meetings of Officers**

The Officers will meet as needed to fulfill their duties. All Officers will attend these meetings. An Officer may attend a meeting electronically if they are unable to attend in person.

## **Article IV: Committees**

### **5.1 Committees**

Committees assist the Officers to carry out activities and responsibilities of NMQG. Committees may be suggested by any member, and the Officers may officially create or dissolve a committee.

## **Article VI: NMQG Documents**

### **6.1 General**

The Officers will maintain the good standing of NMQG in all matters regarding legal documents and contracts.

### **6.2 Contracts**

The Officers have the power to execute contracts on behalf of NMQG.

## **Article VII: NMQG Funds**

## **7.1 Banking**

All funds delivered to NMQG will be deposited in the NMQG bank account. The Treasurer will oversee the bank account and will deliver any check or other payment of monies on behalf of NMQG. A second member of the Officers will be designated as the back-up to the Treasurer.

## **7.2 Reports by Treasurer**

See Section 1.6

## **Article VIII: Indemnification and Insurance**

### **8.1 Indemnification of Officers, Members, Volunteers**

NMQG may purchase indemnity insurance as needed for Guild business.

### **8.2 Insurance**

NMQG may elect to purchase and maintain Directors and Officers insurance for any member of the Officers.

### **8.3 Fidelity Bond**

NMQG may elect to purchase and maintain a Fidelity Bond when non-profit status is achieved. Fidelity Bond covers policyholders for losses that they incur as a result of fraudulent acts by specified individuals.

## **Article IX: Amendment**

### **9.1 Amending the By-laws**

The Officers may propose an amendment to these Bylaws at any time. The proposed amendment will be made available to NMQG members two weeks prior to voting. Voting schedule will be announced and a simple majority of NMQG members (present and proxy votes) will constitute a By-law change.

### **9.2 Article X: Dissolution**

In the event that NMQG is dissolved, any funds in NMQG's bank accounts will be donated to an organization that meets the following requirements: must be a non-profit and must be for textile related activities or education. Whoever is left in the guild at the time gets to vote on the exact organization. For example, the funds could buy sewing machines for kids, be used to sponsor a textile exhibit, or be donated to the New England Quilt Museum. It has been intentionally left undecided in this document as the worthiness of the recipient might change over time.

## **End of Document**