

BY LAWS
OF
WEST VIRGINIA QUILTERS, INC.

Article I

NAME

The name of this organization shall be West Virginia Quilters, Inc., also known as WVQ, Inc.

Article II

PURPOSE

The purpose of this organization shall be to promote quilting in West Virginia; to encourage learning, understanding, and appreciation of the art of quilting; to provide education about the art of quilting to its members; and to provide statewide communication and resource sharing through the publication of a newsletter, sponsorship of workshops, seminars and meetings.

This organization will continue the recording of the tradition, culture, and history of quilt making in West Virginia that began with the West Virginia Heritage Quilt Search, Inc. and will encourage the care and preservation of quilts, both old and new.

Article III

MEMBERSHIP

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| Section 1 | The membership of this organization shall be open to all persons regardless of race, color, religion, age, sex, national origin, handicap or state of residence. |
| Section 2 | The dues of this organization shall be set annually by the membership at the Annual Meeting, to take effect the following year. Members not renewing their membership within thirty (30) days of their due date shall be dropped from the membership roll. |

Article IV

OFFICERS

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| Section 1 | The officers of this organization shall be a President, Vice President, Secretary, Treasurer, Newsletter Editor, Membership Secretary, and Festival Coordinator. These officers shall perform the duties as prescribed by these By Laws, by the parliamentary authority adopted by the organization, and by resolutions as adopted, as needed by the membership. |
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Section 2 Officers shall be elected for a two year terms and may succeed themselves once. In even years , the Vice-President, Secretary, Newsletter Editor, and Festival Coordinator shall be elected. In odd years, the President, Treasurer and Membership Secretary shall be elected. Vacancies shall be filled by the Board of Directors. The term of office shall begin on January 1 following the election.

Section 3 The President with the approval of the Board of Directors shall appoint the chairman of each of the following standing committees:

1. Budget & Finance
2. Audit
3. Nominating
4. Outreach
5. Web Site Master

The Chair shall then appoint a minimum of two additional members to serve. Efforts shall be made to include broad geographic representation for potential committee members and candidates for offices of this organization. Nominations from the floor shall be permitted. A written profile should be presented. Efforts shall be made to include broad geographic representation for potential candidates.

Article V

DUTIES OF OFFICERS

Section 1 The President shall preside at all meetings of the Board of Directors and the general membership, and shall be a member ex-officio of all committees except the Nominating Committee.

Section 2 The Vice President shall assume the duties of the President in her/his absence. She/he shall assist the President by carrying out any administrative duties assigned to her/him. The Vice President shall coordinate location and programs with a guild that has at least one state guild member, for all meetings of the general membership.

Section 3 The Secretary shall keep minutes of all membership and Board of Directors meetings, and shall serve as the Historian of this organization. The secretary shall maintain a file of essential records which shall be transferred at the end of the term of office.

- Section 4 The Treasurer shall be custodian of all funds of the organization and pay all bills. Together with the Budget and Finance Committee, the Treasurer shall prepare a yearly budget. The Treasurer shall keep full and accurate accounts in accordance with sound accounting practices, shall provide a written financial report, as needed, to the membership, publish an annual financial statement, and prepare books for annual audit. Expenses not provided for in the budget, if incurred shall be paid only upon the order of the Board of Directors or upon the direction of the membership. Upon completion of the term, the Treasurer shall submit all books and financial records to the successor.
- Section 5 The Membership Secretary shall collect and process all membership applications and dues, keep an accurate and updated list of all members, and remit the dues to the Treasurer in a timely manner. In addition, the Membership Secretary shall distribute the Newsletter and compile an annual Directory which shall include all the members and the services they provide, i.e., teach, own quilt shops, quilt for others, do commission work, sell quilts, etc. The Directory shall include any Quilt Guild that has at least one member in this organization.
- Section 6 The Newsletter Editor shall be responsible for collecting and editing information for the newsletter, which is the official publication of the organization.
- Section 7 The Festival Coordinator shall coordinate the West Virginia Quilt Festival. The Festival Coordinator may appoint a committee to assist her.

Article VI

MEETINGS

- Section 1 Meetings of the WVQ, Inc. shall be at least three (3) times a year to include the Annual Meeting. Notice of such meetings shall be included in the newsletter.
- Section 2 The fall meeting of the organization shall be the Annual Meeting and shall be held for the purpose of receiving reports of officers and committees, electing officers, and transacting any other business that may arise. The fiscal year shall be January 1 to December 31.
- A quorum shall consist of a majority of the membership present.
- Section 3 Special meetings may be called by the President, by the Board of Directors, or by at least five (5) members. The Secretary shall send a notice of the meeting to the membership at least twenty (20) days in advance, stating the business of the meeting. No business other than that included in the notice shall be transacted. At least two (2) officers shall be present at the meeting.

Article VII

BOARD OF DIRECTORS

- Section 1 The Board of Directors shall consist of the elected officers of the organization. Also invited to attend are the chairmen of all committees and the immediate past president.
- Section 2 The Board of Directors shall have general charge and control of the affairs, funds, and properties of the WVQ, Inc. and present an annual budget. It shall present to the general membership all proposed major programs and activities for ratification.
- Section 3 Meetings of the Board of Directors may be called by the President or by at least

three (3) members of the Committee. Four (4) members of the Board of Directors shall constitute a quorum.

Article VIII

DISSOLUTION

In the event of dissolution of the West Virginia Quilters, Inc., all assets shall be distributed to a 501 (c) (3) organization whose purposes are similar to this organization. No funds shall inure to the benefit of any of the organization's members.

Article IX

PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern this organization in all cases in which they are not inconsistent with these By Laws.

Article X

AMENDMENT OF BY LAWS

These By Laws may be amended by a majority vote of the members at a meeting called for that purpose, provided that any amendment has been submitted in writing to the membership at least twenty (20) days prior to the convening of such meeting.

Revisions approved by the membership at quarterly meeting in Fairmont, WV, October 16, 2010
Revisions approved by the membership at the fall meeting in Elkins, WV on October 17, 2015.