

**Bylaws for  
Fiber to Finish Spinning, Weaving, and Fiber Arts Guild  
February 1, 2007**

**Purpose of Guild:**

The purpose of the Fiber to Finish Spinning, Weaving, and Fiber Arts Guild is to promote and demonstrate the use of fibers and related materials in the fiber arts.

**Membership:**

Open to any person with an interest in the fiber arts.

**Meeting time and place:**

Third Saturday of each month, in a place to be determined.

**Publicity and Promotion:**

Each and every member shall make an effort to enlist new members to the Guild

**Bylaws:**

1. Each member shall pay dues. Dues are twelve dollars (\$12.00) per year, payable in full by the January meeting. Each member shall be entitled to vote on matters submitted to the membership. (Dues must be current.)
2. Each member shall have the right to hold office after one year of membership.
3. Each member can submit changes to the bylaws through the board (president, vice president, secretary, treasurer, or member at large). Board must review changes and report to the membership at the January meeting. Proposed changes will be voted upon at the February meeting for enactment in March.
4. The president shall break a tie vote.
5. Members shall vote on offices of the guild.
6. Special meetings may be called and members shall be notified of such meetings.
7. Quorum shall be six (6) members, at least two (2) of whom are board members, for business transactions to be made.
8. Sale of products, commissions, and method of payment shall be determined by the document "Fiber to Finish Sales Functions Guidelines". Ratification of this document shall be by vote of the guild members.
9. A courtesy fee of \$35.00 will be paid to guild members who present workshops or programs at guild functions. The guild will also reimburse presenters for materials or other additional expenses used in the program.
10. Programs presented by non-members will receive a written agreement for services as described in the document "Fiber to Finish Program Agreement".

**Elections and Offices:**

**Term of Office:**

The term of office for officers and the member at large is one year. Election shall be held at the December meeting. New officers shall start the new term as of the January meeting. If, during the course of the year, an officer leaves her/his elected office, guild members will be notified of the vacancy at the next meeting. At that time, volunteers and/or nominations will be requested and a vote will be taken by the membership. The newly elected officer will serve until the next election of officers.

**President:**

The president shall preside at all meetings at which she/he is present and shall exercise general supervision over the affairs of the Guild.

**Vice President:**

The vice president shall assume the duties of the president during her/his absence and shall assist the president as needed.

**Secretary:**

The secretary shall take minutes at the meetings and maintain membership records. She/he shall handle all correspondence.

**Treasurer:**

The treasurer shall maintain financial records, collect dues, and issue checks. Books will be submitted for year-end audit at the December meeting and be returned to the treasurer by the January meeting. Audit will be completed by two (2) general members.

**Member At Large:**

A member will be elected to serve on the board as a voting member.