

## **Bylaws for the Lakeshore Artists Guild**

### **Article 1**

The name of the organization shall be Lakeshore Artists Guild

### **Article 2**

**Purpose:** Lakeshore Artists Guild is a group of artists who join together to bring art to the community, and to provide a healthy and supportive fellowship for its members.

**Mission Statement:** The Lakeshore Artists Guild exists to advance the appreciation and dissemination of fine art in all of its forms, by promoting art and fine craftsmanship, maintaining standards of excellence, while creating a vibrant and healthy arts community, in the Manitowoc County area.

### **Article 3**

#### ***Membership and Dues***

#### **A. Membership Eligibility**

**1. Guild Member:** Membership is open to any artist, amateur or professional who supports the mission of the Guild, and who meets the membership requirements as described below:

- Members must be working artists producing original artwork.

Prospective members must fill out an application and submit it to the Guild. At regular meetings, or by group email, the current members vote on acceptance. The President or Vice President will designate a member to notify prospective members of the group's membership decision.

#### **B. Dues and Fees**

**1. Dues shall be paid yearly by each individual member. The initiation fee for a member is \$40. Continuing fees are \$25 per year. If a new member joins less than 4 months before the annual January dues collection, then they are not required to pay the next year's annual \$25 fee.**

**2. Members may join at any time during the year, however there is no pro-rating of dues.**

**3. Additional Fees shall be paid as needed for voluntary individual shows/activities which don't include a majority of members. Members will decide on how Guild monies are used at regular membership meetings, by a simple majority vote.**

#### **4. Membership Termination**

The Guild exists to provide a healthy and supportive community. Any member causing problems may be terminated by the consensus of membership, at a regular meeting, for due cause at the discretion of the membership.

**5. Member to be terminated will be notified by a member designated by group. No dues or fees will be refunded.**

**6. Resignation - A member may resign at any time by letter or by failure to pay dues or fees. No dues or fees will be refunded.**

**7. Honorary Membership - Artists who have been members for at least 5 years and who, because of health reasons, are no longer able to produce work, may be granted Honorary Membership and shall not be required to pay dues. The membership shall vote on this by a simple majority vote, on a case by case basis.**

## C. Patron Members:

1. Patron Members are individuals that support the Guild's Mission, but do not identify as artists. Patron Members have all of the rights and privileges of regular Guild members except for the following:

- Patron Members may not vote
- Patron Members may not serve on the Board
- Patron Members may not exhibit artwork in Guild Members-Only shows.

2. Patron Members may:

- Serve or chair a committee
- Show artwork in exhibits that include artists that are non-members, such as Tiny Art
- Enter artwork in Guild-sponsored shows at the member-discounted fee.

3. The cost of a Patron Membership for an Individual is \$40 the first year and \$25 every year after that.

4. Potential Individual Patrons must submit an application on the Lakeshore Artists Guild website. Please include a short statement about yourself and answer the following questions:

- Why do you want to be a member of the Lakeshore Artists Guild?
- How will you support the Guild's mission?
- Guild members are expected to volunteer for projects, how would you like to volunteer?

5. Corporate Patron Membership is available at the following rates:

- Diamond: \$5,000
- Platinum: \$1,000
- Gold: \$500
- Silver: \$150

Corporate Members will be recognized on our website.

## Article 4

**Officers:** The Officers shall have the duties of general supervision and organization of the affairs of the Guild. At least one officer shall lead the membership process.

**A.** Officers shall include a President, Vice President, Secretary and Treasurer. Decisions shall be made by the membership at meetings using a majority vote.

**B.** Nominations and Elections - Any member may nominate themselves or another member for officer positions. A simple secret ballot vote will be employed at the membership meeting.

**C.** Eligibility - Guild Members (not Patron Members) whose dues and fees are current may run for office.

**D.** Duties of each officer

1. President shall

- have executive supervision over the activities of the organization
- preside over all meetings
- be responsible for the appointment of chairpersons of all committees and members of temporary committees
- preside at meetings of General Membership
- insure that every meeting has a written agenda which is followed in an orderly fashion, using Roberts Rules of Order as needed.

2. Vice President shall assume the duties of the President in the event of absence, incapacity, or resignation of the President or other duties as needed.

3. The Secretary shall

- keep the minutes of the organization
- maintain a file of members
- keep the membership informed of Guild activities
- maintain all records except those maintained by the Treasurer
- prepare the minutes for meetings. Another member will voluntarily fill in when secretary is absent.

4. The Treasurer shall

- be responsible for the safekeeping of the organizational funds and the keeping of adequate financial records
- deposit monies in a reliable banking institution in the name of the Guild
- will collect dues and other monies
- provide a financial report at meetings as needed
- make disbursements as approved by the membership

E. Term of Office/Fiscal Year - Terms of office are two years – beginning in January 1<sup>st</sup>.

Voting for new officers will take place at the December Membership meeting. An email ballot will be sent to the general membership prior to the meeting. Members can vote via email.

The President and Treasurer's new terms will be staggered with the Secretary and Vice President's terms.

F. Removal of Officers - Any officer may be withdrawn by the membership for due cause.

## **Article 5** ***Meetings***

A. The General Membership shall meet monthly or more often if needed. Notices for meetings are made by email or telephone to members.

B. Voting – Decisions shall be brought to the general membership and voted on at the General Membership meetings. A majority vote of those in attendance shall pass items being voted on.

C. Scheduling of General Meetings - Future meetings will be scheduled at the membership meetings or may be called by the President or Vice President. If a member of the guild wants a special meeting to be called they can do this with a quorum vote of the membership

D. Cancellation of scheduled meetings - if it becomes necessary to cancel a meeting members will be notified by email or telephone by the secretary or his/her designate.

E. Electronic and other meetings - From time to time some decisions of the organization may be made by using email using quorum rules.

## **Article 6** ***Committees***

There will be committees formed as needed to carry on the work of the organization.

## **Article 7**

***Parliamentary Authority***

Rules contained in Roberts Rules of Order shall govern the proceedings of the organization, except in such cases as are governed by these Bylaws. All motions made by members of the Guild shall be passed by simple majority.

**Article 8**

***Amendments***

Amendments of the Bylaws requires notifying members at least 30 days prior to voting and requires 2/3 majority of the Guild Members.

**Article 9**

***Dissolution***

If it becomes necessary for the Guild to dissolve any funds left after all financial responsibilities are met, they will be donated to Lincoln H.S, or another similar institution, for an art student's scholarship or another art related use.