

BYLAWS

FIRST FRONTIER QUILTERS OF KINGSPORT

ARTICLE I – NAME AND STATUS

- Section 1: The name of the organization is FIRST FRONTIER QUILTERS OF KINGSPORT (FFQ).
- Section 2: FIRST FRONTIER QUILTERS OF KINGSPORT shall be a not-for-profit corporation.

ARTICLE II – PURPOSES

The purposes of FFQ shall be to:

- preserve and promote the ancient art of quilting;
- promote improvement of skill in quilting by holding classes, seminars, and workshops;
- encourage and develop skills toward excellence in quilting;
- exchange ideas, knowledge, patterns, and skills through meetings and newsletters;
- encourage and maintain high ethical standards;
- give pleasure and information to the non-quilting public;
- enjoy fellowship with other quilters.

ARTICLE III – MEMBERSHIP

- Section 1: Composition: Membership in FFQ shall be open to individuals, each entitled to one vote in any election, who have a serious interest in the art of quilting and who pay annual membership dues.
- Section 2: Equal Opportunity: Membership in FFQ is open to persons of any sex, race, religion or national origin.
- Section 3: Founding Members: Any person paying membership dues on February 15, 1994, shall be designated a Founding Member.
- Section 4: Dues: Membership dues for the fiscal year (February 1 – January 31) shall be at such rate, schedule, or formula as may from time to time be prescribed by the Board of Directors and approved by the general membership.

ARTICLE IV – MEETINGS

- Section 1: Location: Meetings shall be held on a regular monthly basis at locations determined by the Board of Directors in cooperation with the membership.
- Section 2: Time: Meetings shall be held at times determined by vote of the members. Special meetings may be called by the Board of Directors.
- Section 3: Annual Meeting: An annual meeting shall be held in January for the purpose of election of officers and directors, planning the year's activities, and conducting any business relating to the year's work. This meeting may also be a social occasion if the membership so desires.
- Section 4: Notification: Members shall be notified of meeting dates and places by the Board of Directors in the most practical way, to be determined, and which may include newsletter, telephone, newspaper and radio.
- Section 5: Quorum: At all business meetings there shall be present at least one-fourth of all members in good standing in order to transact business.
- Section 6: Voting: All business shall be transacted by majority vote of members present. Voting may be by voice or hand vote, or by secret ballot, to be determined at the time of voting.
- Section 7: Adjournment: Any meeting may be adjourned by majority vote of members present.

ARTICLE V – OFFICERS AND DIRECTORS

- Section 1: Duties and Powers: All business of this corporation shall be conducted under policies authorized by a Board of Directors.
- Section 2: Board of Directors: This body shall include all elected officers: President, Vice-President, Recording Secretary, Corresponding Secretary, Treasurer, Members-at-Large, Historian, and in addition, the immediate past president.
- Section 3: Executive Session: The president shall preside at meetings of the Board of Directors, and may vote in the event of a tie.
- Section 4: Officer Eligibility: Officers and directors shall be at least eighteen (18) years of age at the time of election and must be in good standing, with current dues paid.
- Section 5: At the October meeting, the president shall appoint a Nominating Committee of three members in good standing, who shall choose a slate of officers to present at the December meeting. Consent of all

nominees shall be obtained. At the January meeting, nominations from the floor may be offered, if consent of the nominee has been obtained. Voting by voice or show of hands may be done if there are no nominations from the floor. In the event of further nominations, a secret ballot shall be taken for contested positions. The proposed slate of officers shall also be published in the January newsletter.

Section 6: Officers to be Elected and Their Duties:

- a. President. The president shall preside at all meetings of the membership and at meetings of the Board of Directors; shall co-sign all checks with the treasurer; shall appoint a Nominating Committee of three persons; shall appoint the chairmen of other committees, who will choose no less than two nor more than four members to serve with them; and shall have possession of the Charter during her term of office. Should a vacancy in a board position occur during the year, the President shall appoint a replacement for the position with the approval of the remaining board members. Should the President be unable to serve out her term, the Vice-President shall assume the Presidency and shall appoint a replacement for Vice-President with board approval. The President shall be an ex officio member of all guild committees except the Nominating Committee.
- b. Vice-President: The vice-president shall preside in the absence of the president, shall be responsible for programs and publicity, and may choose two members to assist her as members of the Program and Publicity Committee.
- c. Recording Secretary: The recording secretary shall keep a record of all business meetings of the membership, and of meetings of the Board of Directors, and shall have in her/his possession the Minutes of FFQ during the term of office.
- d. Corresponding Secretary: The corresponding secretary shall take care of correspondence; shall read correspondence at meetings; shall serve as chairperson for the Newsletter.
- e. Treasurer: The treasurer shall receive, collect, and hold all funds, paying them out at the order of the president, not to exceed amount authorized by the Board of Directors, or amount approved in budget. S/he shall keep a correct account of all monies received and expended, and shall give a written report at each meeting. The Treasurer shall, in concurrence with the president, appoint a finance committee who will assist

in carrying out the duties of the office of the treasurer. S/he shall notify all members when dues are due.

f. Members-at-Large: Three members-at-large, more or less, shall be elected to serve as liaison to the membership and to aid the board as needed.

g. Historian: A historian shall be elected to keep a record of shows, publicity, and special events, keeping such items in a scrapbook, which shall be preserved carefully.

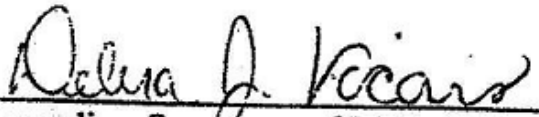
Section 7: Length of Term: Elected officers and directors shall serve for a term of one year.

Section 8: Parliamentary Authority: The current edition of ROBERT'S RULES OF ORDER shall be the final source of authority in all questions of parliamentary procedure. Any situation not covered by the Bylaws will be governed by ROBERT'S RULES OF ORDER.

ARTICLE VI – AMENDMENT OF BYLAWS

These Bylaws may be amended by a two-thirds majority of all members present, provided that the proposed amendment was announced and read to the membership at the preceding open meeting of the membership of FFQ and published in the newsletter. Proposals for amending the bylaws may be submitted to the Board of Directors by the membership, or submitted by a committee appointed by the President. The bylaws will be reviewed every five years or as need occurs.

I hereby certify that the foregoing Bylaws were duly adopted by the First Frontier Quilters of Kingsport.


Recording Secretary of FFQ