

BY-LAWS OF THE FIRST STATE CRAFT GUILD CHAPTER OF THE PENNSYLVANIA GUILD OF CRAFTSMEN

ARTICLE I – NAME, ORGANIZATION AND LOCATION

The First State Craft Guild will serve the state of Delaware and adjacent areas as a chapter of the Pennsylvania Guild of Craftsmen, a non-profit corporation composed of local chapters and Members-at-Large.

ARTICLE II – PURPOSE

The First State Craft Guild is an organization of dedicated artisans who encourage and promote the practice of fine craft and art, provide educational opportunities for the public through shows and fairs, and preserve and advance our creative culture through crafts.

ARTICLE III – MEMBERSHIP

Membership is open to any person without regard to race, color, sex, religion, national origin, or sexual orientation who abides by these by-laws and who is a member of the Pennsylvania Guild of Craftsmen.

Membership categories and dues shall be defined by the Pennsylvania Guild of Craftsmen.

ARTICLE IV – FISCAL YEAR

The FSCG fiscal year shall correspond to the calendar year.

ARTICLE V – MEETINGS

Meetings are open to all members and guests and will be held on regular intervals at a date and time determined by members.

Two officers and ten percent (10%) of membership constitute a quorum for conducting business at meetings.

Minutes will be recorded and published for each meeting.

ARTICLE VI – OFFICERS

Executive Committee

The FSCG Executive Committee will be comprised of the following officers, if they exist, whose duties are described herein:

President

Preside at all meetings of the FSCG and Executive Committee.

Be Ex-Officio member of all committees.

Direct and coordinate the activities of the FSCG.

Limit service to two consecutive one-year terms.

Vice President

Perform Duties of President in his/her absence.

Represent FSCG as directed by President.

Serve as Chairman of By-Laws Committee

Elected to a one-year term.

Secretary

Record, maintain and distribute FSCG meeting minutes to membership.

Maintain Policies and Procedures Manual and provide access to such documents as requested by members.

Maintain membership roster.

Elected to a one-year term.

Treasurer

Collect and deposit into the bank accounts of the FSCG all monies of the FSCG.

Pay expenses of the FSCG as approved by a second member of the Executive Committee.

Sign FSCG checks for amounts up to \$2,000. Checks for amounts greater than \$2,000 must be co-signed by a second FSCG member designated by the Executive Committee.

Maintain a document which substantiates receipts and expenditures and present summary of financial activities at each general meeting.

Present full financial statements at the close of each fiscal year.

Elected to a one-year term.

Standards Vice President

Schedule and manage chapter jury sessions.

Offer mentoring for juried status candidates.

Manage show jurying.

Manage group exhibitions to assure they always reflect the FSCG as a whole.

Preserve the integrity of juried status by consistently promoting our 3 benchmarks of excellence in craftsmanship, resolved design, and unique voice.

Elected to a one-year term.

Election of Officers

Election of Officers will be held at a meeting during the first quarter of the Calendar year.

Officers will be elected for a one year term

President will have a two year term limit.

Candidates for Office will be self-nominated, or nominated by another member.

Vacancies (e.g. due to resignation) will be replaced on an interim basis by presidential appointment, and will be replaced on a permanent basis at the next meeting.

ARTICLE VII – TRANSACTION OF BUSINESS

Business may be transacted by vote of a majority of members present at any regular meeting except as otherwise specified in these bylaws.

The Executive Committee shall establish and maintain a Policies and Procedures Manual which includes Pennsylvania Guild of Craftsmen policies applicable to all chapters plus FSCG specific policies and procedures to guide routine operations of the chapter.

ARTICLE VIII – BY-LAW CHANGES

The by-laws may be amended as follows:

Prior to any action, all members will be notified in writing of the intent to change the by-laws.

Recommended changes will be read at the meeting following written notice to the membership.

Changes will be voted upon at the next meeting.

By-law changes must be ratified by at least two-thirds (2/3) of the members present at the voting meeting.

ARTICLE IX – DISSOLUTION OF CHAPTER

Members shall be notified in writing at least ten (10) days prior to meeting to call for a dissolution vote.

A simple majority of the members present may then dissolve the FSCG.

Upon dissolution of the FSCG, any assets held in the name of the FSCG shall not be distributed to members; rather they shall be donated to other Delaware or Pennsylvania organization(s) that support the ideals of the FSCG. The recipient organization(s) shall be determined by vote of the members present at the dissolution meeting. The disposition of the assets shall be made part of the final minutes. A copy of these minutes shall be sent to all who are members at the time of the dissolution.