

Santa Cruz Textile Arts Guild

Bylaws

Article I: Name & Purpose of the Organization

The name of the organization shall be the Santa Cruz Textile Arts Guild.

The *Santa Cruz Textile Arts Guild* (the Guild) encourages and promotes the spirit of cooperation among those who practice weaving, spinning, felting, braiding, basket making, dyeing, stitching, paper making, or any creative textile medium that binds hands with fiber.

The Santa Cruz Textile Arts Guild shall be a member of the nonprofit Conference of Northern California Handweavers (CNCH) and a 501(c)3 under their umbrella.

Article II: Membership & Dues

- A. The Guild is inclusive, nondiscriminatory, and nonpolitical. Membership is open to all people who have an interest in fiber arts.
- B. The Guild Membership and Program year shall be July 1 through June 30.
- C. General membership meetings do not usually occur in July or August, to accommodate summer break.
- D. Basic annual membership dues shall be set by the Board for the Membership year.
- E. New members joining January 1 through June 30 of any year may join for a reduced rate as set by the Board.
- F. The Board may set student, low-income, and/or family membership dues discounted from the regular membership.
- G. Membership shall be recognized upon payment of annual dues, placing the paid member in active standing.
- H. Only members in active standing are eligible to vote in Guild elections.
- I. Lifetime memberships may be awarded by the Board to recognize a longtime member who has provided substantial support to the Guild. This could be Board or other activities where the individual furthered the mission of the Guild through sharing knowledge and promoting textile arts.

- J. The SCTAG membership list may not be used for any other purpose than Guild business or communication among members.

Article III: Guild Board

- A. Officers of SCTAG, also known as “the Board,” will be President, Vice President, Treasurer, Secretary/Historian, and Program Chair. Each will serve a one-year term and may be re-elected by active membership. The immediate past President shall be an ex officio member of the Board.
- B. Officers are nominated in April and names are presented to membership in May. Membership in active standing vote for officers at the June meeting. All duly elected individuals assume their official duties on July 1.
- C. Board vacancies occurring at any time other than at the end of an officer’s elected term will be filled in the following manner:
 - i. The office of the President will be assumed by the Vice President.
 - ii. In the absence or resignation of other elected or appointed Board members, the President will appoint a replacement with the approval of the remaining Board.
 - iii. Any resignation shall be made in writing and addressed to the Board.
- D. The Guild officers will have full charge of the property and business of the Guild. This includes banking, equipment, lease agreements, or other necessary Guild business.
- E. The Board shall set policy; fix the hour, place, and format of Board and General Membership meetings; control SCTAG funds; publish the Minutes of each meeting; and perform other duties as specified by these Bylaws.
- F. The Secretary/Historian shall maintain a Guild *Information Manual* which will include the Bylaws, Treasurer’s reports, meeting Minutes, adopted Board policies, job descriptions, and Library shelf list. The *Information Manual* shall be brought to all regular general membership meetings for member use.
- G. Board meetings are open to the general membership. Any member in active standing may request an item to be added to a Board meeting agenda by speaking with a current Board member, not less than 24 hours before the meeting in consideration.
- H. The Secretary shall act as the Guild Historian. Guild archives and relevant materials will be stored with the Guild Library.

- I. Board meetings may be “virtual,” held online via a video meeting tool such as Zoom, or in person.
- J. A quorum shall consist of a majority of the Board and a quorum must be present to conduct official Guild business.
- K. The Board nominating committee shall consist of one Board member and one or more members in active standing from the general membership.
- L. Board nominations begin with names submitted to the President in April. Names of nominees will be provided to the general membership at the May meeting, and simultaneously listed on the Guild website until the June general membership meeting.
- M. The election of Board officers will be completed annually at the June general membership meeting by a majority vote of the members in active standing who are present at that meeting.
- N. There will be no less than one Board meeting annually.
- O. Robert’s Rules of Order shall be used to govern all Guild meetings.

Article IV: Volunteer Guild Positions

- A. Volunteer positions may include Librarian, County Fair Liaison, Webmaster, Publicity, Hospitality, CNCH Liaison, and HGA Liaison. Volunteer positions shall be reviewed by the President annually.
- B. A volunteer position may be held for longer than one year by a member in active standing, in place of the position being vacated.

Article V: General Membership Meetings

- A. General membership meetings are held the second Wednesday of each month from September to June, with December reserved for a social gathering. Meetings in July and August are usually not scheduled. The Board may reschedule meetings to meet the needs of the Guild.
- B. The location for monthly membership meetings shall be set by the Board to meet the needs of the Guild.
- C. The majority, if not all, of general membership meetings will occur in person. General membership meetings may include a lecture in person or “virtually” via a video meeting tool such as Zoom, or a combination lecture plus workshop either in person, virtually, or a combination thereof.

- D. Any member in active standing may request an item to be added to a general membership meeting agenda by speaking with the Board President not less than 24 hours before the meeting in consideration.
- E. Programs for each monthly meeting are determined by the Program Committee with the approval of the Board.
- F. A minimum of two workshops may be scheduled throughout the year. Members in active standing are given the first option to participate in any workshop offered by the Guild.

Article VI: Bylaw Amendments

- A. These Bylaws may be amended by the majority vote of members in active standing present or represented by proxy at any general membership meeting.