

**THE GREATER MONCTON QUILT GUILD**

**CONSTITUTION**

**REVISED JUNE 2006**

**ARTICLE I - NAME**

This organization shall be called The Greater Moncton Quilt Guild, hereinafter referred to as GMQG.

**ARTICLE II - AIMS AND OBJECTIVES**

1. To provide a forum for quilters to meet and exchange ideas.
2. To organize workshops and seminars on quilting.
3. To upgrade and maintain the standard of quilting in the area.

**ARTICLE III - MEMBERSHIP**

Anyone may become a member in good standing by paying the membership fee set at each annual meeting. An individual may attend one meeting without becoming a member.

**ARTICLE IV - OFFICERS**

The officers of the GMQG will be:

- |                     |   |   |
|---------------------|---|---|
| President           | - | (1 year term)   |
| Vice-President      | - | (1 year term) with the intention that the holder move into the President's position for the second year |
| Recording Secretary |   |   |
| Treasurer           |   |   |
| Registrar           |   |   |
| Program Coordinator | - | (2 persons)   |

The officers shall be members in good standing in the GMQG.

**Powers and Duties of Officers:**

- |                     |  |
|---------------------|--|
| President           | Shall preside over all general and executive meetings as well as the annual meeting.   |
| Vice-President      | Shall, in the absence of the president, perform duties as required; shall also be responsible for arranging all GMQG sponsored workshops and seminars. |
| Recording Secretary | Shall keep accurate minutes of all general meetings and the annual   |

meeting; shall, in conjunction with the president, provide the executive with agendas for all meetings and shall read any correspondence.

Treasurer Shall be responsible for recording all funds received and for making disbursements by cheque; shall report monthly to the membership on the financial status of the GMQG, and shall prepare an annual financial statement.

Registrar Shall be responsible for accepting membership dues and releasing to treasurer for deposit in bank; shall inform all new members of the general proceedings of the GMQG.

Program Coordinator Shall plan and arrange for programs to be presented at all meetings.

**ARTICLE V - ELECTIONS**

Election of officers shall be conducted at each annual meeting.

1. Term of office shall be two years.
2. If an officer cannot complete her term of office or is in flagrant neglect of her duties, the officers shall appoint a member to carry out her term of office.
3. Committees:
  - a) The GMQG will have the following committees, any or all of which may be asked to attend executive committee meetings and to report to the membership at all regular and annual meetings: Program, Newsletter, Library, and such other committees as seems necessary to carry out the business and long-standing projects of the GMQG.
  - b) Standing committees have permanent status.
  - c) The nominations committee shall consist of three (3) members in good standing and include a past president, a member of the executive committee, and a member at large.

**ARTICLE VI - MEETINGS AND QUORUM**

1. The officers shall call at least four (4) general meetings and one (1) annual meeting each year. As well, the president may call as many executive committee meetings as required to carry out the GMQG business, programs, and projects.
2. The annual meeting shall be held in May of each year:
  - a) An agenda shall be handed out one month prior to the annual meeting.
  - b) Each officer shall present a report in writing to the annual meeting.

3. In the absence of the President, the Vice-President or another officer shall conduct the meeting.
4. A quorum must be present for any general meeting for business to proceed.
5. A quorum shall be ten (10) persons or ten percent (10%) of the membership, whichever is greater.
6. All business meetings shall be conducted according to Robert's Rules of Order.

**ARTICLE VII - FINANCES**

The GMQG is a non-profit organization. The financial records of the GMQG shall be inspected by a member appointed by the GMQG, none of whom is an elected officer. The inspection of records shall take place prior to each annual meeting and any time there is a change of Treasurer. The signing officers should be the President and the Treasurer or Vice-President.

**ARTICLE VIII - AMENDMENTS**

The constitution may be amended only at the annual meeting.

1. Proposed amendments must be submitted in writing to the Secretary at least one month prior to the annual meeting.
2. Proposed amendments shall be made available in writing to all members at the beginning of the meeting.
3. Voting shall be by voice unless there is a challenge to the Chairperson's ruling, in which case, there must be a show of hands or a secret ballot.
4. In order to be implemented, amendments must have the support of two-thirds of the members.

**ARTICLE IX - QUILT SHOW**

The GMQG supports a committee of member volunteers responsible for executing future quilt shows to exhibit the quilt art of its members.

Funds raised as a result of the quilt show activities will be kept separate from the general revenue of the GMQG and dispersed as follows:

All monies in excess of all quilt show expenses will be dispersed within sixty (60) days' conclusion of the show by the current quilt show committee:

1. Up to \$1,000 will be set aside in the Share Account as seed money for future quilt shows.
2. Eighty percent (80%) of any residual money in excess of the \$1,000 seed money will be used to support affiliated quilting groups providing charitable projects. An affiliated quilting group is a group that meets regularly and submits an annual report at the Annual General Meeting of the GMQG.

3. Twenty percent (20%) of any residual money in excess of the \$1,000 seed money will be donated to the library for the express purpose of purchasing quilting books.