

CONSTITUTION OF THE
COMOX VALLEY SCHOOLHOUSE QUILTERS

Revised April 2010

ARTICLE 1 - The name of the Guild will be: Comox Valley Schoolhouse Quilters.

ARTICLE 2 - The objectives of the Guild will be to encourage an interest in and excellence in quilting.

ARTICLE 3 - Membership in the Guild is open to any person who pays a membership fee. That fee may be changed from time to time by a majority of the members present at a General Meeting.

ARTICLE 4 - The Officers of the Guild will be:

President - will preside over all meetings of the Guild and the Executive and will prepare an annual report to the membership.

Vice President - in the absence of the President will preside over all meetings of the Guild and the Executive.

Past President - in the absence of the President and the Vice President will preside over all meetings of the Guild and the Executive.

Secretary - will take minutes at all meetings of the Guild and the Executive and will handle all correspondence.

Treasurer - will handle all money related matters for the Guild including preparing a financial statement annually.

- ARTICLE 5 - The above officers will constitute the Executive and will be elected by the membership to serve a term of one year and are limited to hold that specific position not more than two consecutive years at any one time.**
- ARTICLE 6 - The Executive will organize Committees as dictated by the wishes of the Guild.**
- ARTICLE 7 - The Annual General meeting of the Guild will be in September. This meeting will receive annual reports from the outgoing President(s) and Treasurer. Election of officers will be held in June but responsibilities will commence in September after the Annual General Meeting.**
- ARTICLE 8 - a quorum at a Meeting shall consist of members present plus two members of the Executive.**
- ARTICLE 9 - Signing Officers of the Guild will be two of the following three Executive members - the President, the Vice President and the Treasurer.**
- ARTICLE 10 - The financial statement will be audited by three member of the Guild other than the Treasurer. These members shall be an officer of the current Executive, a past Treasurer and one volunteer.**
- ARTICLE 11 - To amend the constitution, 30 days written notice must be given to the members. Changes to the constitution require a two-thirds majority vote of the members present at a Meeting.**
- ARTICLE 12 - All business meeting will be conducted according to Robert's Rules of Order.**

ARTICLE 13 - The Executive can authorize expenditures up to a certain amount specified by a majority of the members present at a General meeting. Any expenditure over that amount requires a majority vote of the members present at a Meeting.

ARTICLE 14 - If an Executive member is unable to serve out their term, the Executive may appoint a member to serve the balance of the term.