

FIDALGO ISLAND QUILTERS BYLAWS

Approved December 4, 2023

- I) NAME: The name of the organization shall be the Fidalgo Island Quilters (FIQ).
- II) PURPOSE: The purpose of this organization shall be to: Further the understanding of quilting as an intriguing and rewarding needlecraft and artistic medium.
 - A) Educate and encourage people in the performance of quilting and fiber art.
 - B) Share talents and knowledge within the organization as well as with the community.
 - C) Provide opportunities to exhibit fine examples of quilts and fiber art, both old and new.
 - D) Make charitable contributions to enrich the community.
- III) MEMBERSHIP, DUES AND MEETINGS:
 - A) Membership is open to all persons who pay annual dues and meet conditions as specified in the Standing Rules.
 - B) Dues are payable at the January meeting and become delinquent after March 1.
 - C) General and board meetings shall be held once a month or at the discretion of the Board.
- IV) OFFICERS AND ELECTIONS:
 - A) The Officers shall be President, Vice President, Secretary, and Treasurer. Offices can be shared, but no individual may hold more than one office or board position without Board approval.
 - B) The Nominating Committee, consisting of at least five members including one appointed board member, shall be formed at the September general meeting. Presentation of the nominees shall be at the October board meeting. Publication shall be in the November newsletter.
 - C) Nominees must be FIQ members for at least six (6) months prior to nomination and be a member in good standing.
 - D) Elections shall be held at the November general meeting following a report of the Nominating Committee.
 - E) Installation of officers shall be held at the December general meeting. All changes shall take effect January 1.
 - F) Term of office shall be no less than one year. Officers may succeed themselves for only two consecutive terms.
 - G) Unscheduled vacancies shall be filled by Board appointment.

FIDALGO ISLAND QUILTERS BYLAWS

Approved December 4, 2023

V) DUTIES OF THE OFFICERS:

A) The President shall:

- 1) Preside at all meetings.
- 2) Be a signer on the FIQ checking account.
- 3) Sign contracts with Board approval.
- 4) Appoint all standing committees.
- 5) Appoint special committees as necessary.
- 6) With the assistance of the Treasurer, prepare and present the preliminary annual budget to the Board.
- 7) Be eligible for ex-officio membership on all committees, except the Nominating Committee.

B) The Vice President shall:

- 1) Preside in the absence of, or at the request of, the President.
- 2) Assist the President.
- 3) Assist the Membership Committee.
- 4) Fulfill the duties of the President in the event the President cannot complete the full term of office.

C) The Secretary shall:

- 1) Attend, or have a representative attend, the board meetings and the general meetings and take minutes.
- 2) Coordinate receipt of all meeting minutes, keep the written records of general and board meetings, and meet the newsletter deadline.
- 3) Maintain the minutes book in current status for reference.
- 4) Send a copy of the minutes of each meeting to the officers and all Board members.
- 5) Have copies of the minutes of the previous board meetings available to members.
- 6) Be a member of the Bylaws Review Committee.

FIDALGO ISLAND QUILTERS BYLAWS

Approved December 4, 2023

D) The Treasurer shall:

- 1) Be a signer on the FIQ checking account, deposit all incoming funds and disburse funds as approved by FIQ.
- 2) Keep accurate records of all funds and transactions using Board approved financial record keeping methods.
- 3) Prepare a written report on the financial status of FIQ for presentation at each general meeting and board meetings.
- 4) Assist the President with the preparation and presentation of the budget to the Board.
- 5) Assist the Financial Review Committee with the annual financial review.

VI) THE BOARD

- A) The Board shall be composed of all officers, plus the immediate past president, chairpersons for Community Quilts, Librarian, Membership, Newsletter Editor, Programs, Publicity, Quilt Camp, Quilt Show, Quilt Walk, Raffle Quilt Sales, Webmaster, and Education. These are the voting positions on the Board.
- B) The Board shall meet monthly or at the discretion of the Board. Any member in good standing is encouraged to attend board meetings.
- C) The duties of the Board shall be to:
 - 1) Attend to the business of the organization.
 - 2) Plan business and programs of the regular meetings.
 - 3) Approve all contracts.
 - 4) Fill unscheduled vacancies.
- D) Any Board member, chairperson or committee member not performing their duties in a proper or satisfactory manner may be removed from the position by the Board following an affirmative vote of two-thirds (2/3) of the Board members. Fifteen (15) days written notice shall be given to the incumbent prior to the vote.

FIDALGO ISLAND QUILTERS BYLAWS

Approved December 4, 2023

VII) VOTING: No formal action shall be taken in the absence of a voting quorum except to postpone the vote to a subsequent date. Unless specified in these bylaws, passage of a motion shall be by simple majority of voting quorum.

A) The Board

- 1) A majority of the Board shall constitute a quorum.
- 2) An affirmative vote at meetings of the voting board members is a majority (50 percent plus one) of those members in attendance.
- 3) Only Board members vote on issues raised at board meetings. Board positions with co-chairpersons have only one vote.
- 4) E-mail votes will be accepted when appropriate.

B) Membership

- 1) A quorum of membership shall be one-third (1/3) of members in good standing.
- 2) Voting on dissolution of the guild shall be by ballot. All other issues may be decided by a show of hands unless directed otherwise by the Board.
- 3) There will be no e-mail voting by the general membership.

VIII) COMMITTEES AND REPRESENTATIVES

A) Standing committees of the organization are: Financial Review, Bylaws Review, Community Quilts, Friendship Blocks, Historian, Librarian, Membership, Education, Newsletter, Nominating, Programs, Publicity, Quilt Camp, Quilt Rack, Quilt Show, Quilt Walk, Raffle Quilt Sales, Sunshine and Webmaster.

B) Special committees may be appointed as needed.

C) Committee chairpersons shall serve no more than three consecutive years. A chairperson may be reappointed to the position after one or more years. This requirement may be waived by the Board in special circumstances.

D) The duties of Standing Committees shall be defined in the Standing Rules.

IX) FISCAL POLICIES

A) The fiscal year shall be January 1 through December 31.

B) The annual budget shall be presented to and approved by members at the November general meeting.

C) New unbudgeted expenses of \$250 or more shall be brought to the Board for approval.

D) A Financial Review shall be completed annually by the Financial Review Committee.

FIDALGO ISLAND QUILTERS BYLAWS

Approved December 4, 2023

X) BYLAWS: The bylaws of the organization may be amended at any regular general meeting provided the amendment has been published in the newsletter and on the website one month prior to the meeting at which voting is to occur. A two-thirds (2/3) vote of the members in good standing is required for passage. Members must be present to vote.

XI) PARLIAMENTARY AUTHORITY: The parliamentary authority for FIQ shall be Robert's Rules of Order, with due regard for FIQ's tradition of creative accommodation.

XII) DISSOLUTION:

A) Pursuant to RCW 24.03.220, dissolution of Fidalgo Island Quilters (FIQ) requires a Board recommendation for dissolution and a vote by two-thirds (2/3) of members in good standing. (RCW: Revised Code of Washington)

B) Upon dissolution of the Fidalgo Island Quilters, all liabilities shall be paid with FIQ funds.

C) Distribution of remaining assets shall be made to organizations that qualify as a charitable organization under IRS code in effect at the time of disbursement. Further, these assets shall be used only for the benefit of quilt-oriented charitable or educational organizations.

D) Disposal of assets shall be voted on by the general membership. Passage requires a simple majority of members present.