

# MONTANA ASSOCIATION OF WEAVERS AND SPINNERS

## BYLAWS (Revised June 2020)

### ARTICLE I NAME

**Section A The name of the organization shall be**

The Montana Association of Weavers and Spinners. The association is tax exempt under section 501 (c) (3) of the Internal Revenue code, Federal Account #81-0400439.

### ARTICLE II OBJECTIVES

**Section A The objectives of this organization**

1. Shall be to foster cooperation and communication between individuals and groups engaged in handcrafted fiber arts, including but not limited to weaving, spinning, basket making, felting and associated fiber arts.
2. Shall be to promote interest in fiber arts by making available comprehensive knowledge and inspiration in the field of fiber arts, and by sponsoring lectures, exhibits, conferences, public meetings and other pertinent activities.
3. Shall be to promote excellence in fiber arts, and to stimulate public appreciation of its value.
4. Shall be to remain a non-profit, non-commercial and non-political organization.

### ARTICLE III MEMBERSHIP

**Section A Eligibility**

Any person interested in fiber arts shall be eligible for membership.

**Section B The type of membership shall be**

Regular membership.

**Section C The privileges of membership are**

1. The right to vote and hold office.
2. Participation in all association meetings and conferences.
3. Receipt of the Association's newsletter.

## **ARTICLE IV BOARD OF DIRECTORS**

**Section A**     **The Board of Directors shall consist of fifteen or sixteen members. They shall be**

1. President
2. Vice President
3. Secretary
4. Treasurer
5. Newsletter Chairperson
6. Internet Coordinator
7. Six or seven Members at Large
8. Conference President
9. Immediate Past President
10. Past Conference President

The President shall be the Chairperson of the Board of Directors.

Members of the Board shall be elected for a two year term. All members may vote, with the President withholding unless needed to break a tie.

**Section B**     **The Board of Directors shall meet at least once a year.**

The annual directors' meeting shall be held in conjunction with the biennial membership meeting of the association when appropriate. Board members shall be elected by a vote of the membership attending the biennial meeting of the association. The terms of office shall begin at the close of the election meeting, except as stated in Article VI Section F.

**Section C**     **Vacancies on the Board of Directors**

Vacancies shall be filled by a vote of the majority of the remaining Directors on the Board, and each person so elected shall be a Director for the remaining term of office of the person being replaced.

**Section D**     **Meeting Quorum**

A quorum of the Board of Directors shall consist of a simple majority (one half plus one) of the Board of Directors as defined in Article IV Section A.

## **ARTICLE V CONFERENCE OFFICERS**

**Section A**     **The officers of the conference shall consist of four officers. They shall be**

1. Conference President
2. Conference Vice President
3. Conference Treasurer
4. Conference Secretary

**Section B**     **Terms of Office**

These officers shall be elected for a two year term, the term running from the day they are elected until the election is held at the next biennial meeting of the association.

## **ARTICLE VI**

### **Section A DUTIES OF DIRECTORS AND CONFERENCE OFFICERS**

#### **The President**

1. Shall be the Chairperson of the Board of Directors
2. Shall maintain the permanent records
3. Shall promote the health and continuity of the Association
4. Shall preside at the annual meetings of the Board and biennial meetings of the membership
5. Shall ensure adherence to the Bylaws of the Association
6. Shall compile a list of Board Members

### **Section B The Vice President**

1. Shall be a member of the Board of Directors.
2. Shall, in the absence or disability of the President, perform the duties of that office
3. Shall perform other duties as designated by the President
4. In absence of the Secretary, shall take minutes at Board and biennial meetings of the membership.
5. Shall oversee committees, including Scholarship, Grant, Nominations and Living Treasures

### **Section C The Secretary**

1. Shall be a member of the Board of Directors
2. Shall keep the minutes of the Board and biennial meetings of the membership.
3. Shall submit the minutes to the Newsletter Editor in a timely manner
4. Shall tend to correspondence of the Association

### **Section D The Treasurer**

1. Shall be a member of the Board of Directors
2. Shall be the custodian of the funds of the Association
3. Shall collect membership dues
4. Shall maintain a bank account
5. Shall prepare an annual budget based upon projected income
6. Shall send a membership list to the Newsletter Chairperson
7. Shall publish an annual financial report in the newsletter

### **Section E The Internet Coordinator**

1. Shall establish and maintain a MAWS website
2. Shall register and maintain the domain name for MAWS
3. Shall establish and update links between MAWS related websites
4. When requested, shall submit a proposed annual budget to the Treasurer

- Section F      The Newsletter Chairperson**
1. Shall be a member of the Board of Directors
  2. Shall compile news items and such reports of the business of the Association as directed by the Board of Directors
  3. Shall publish a newsletter quarterly and mail, electronically or by post, the newsletter to each member of the Association
  4. When requested, shall submit a proposed annual budget to the Treasurer
  5. The term of the Newsletter Chairperson will run from January 1 the next year following an election for two consecutive years.
- Section G      The Members at Large**
1. Shall be members of the Board of Directors
  2. Shall have general responsibilities that may be assigned from time to time by the Board of Directors or the Vice President, including Scholarship, Grant, Nominations and Living Treasures committees
  3. Ensure that periodic reports from their areas are submitted to the Newsletter Editor.
- Section H      The Conference President**
1. Shall be a member of the Board of Directors  
Shall act as liaison between the Conference Officers and the Board of Directors
  2. Shall be the conference chairperson
  3. Shall designate all other conference committee chairpersons
- Section I      The Conference Vice President**
1. Shall, in the absence or disability of the Conference President, perform the duties of that office
  2. Shall perform such other duties as designated by the Conference President
- Section J      The Conference Secretary**
1. Shall obtain Association's reports from the previous Conference Secretary
  2. Shall pass the reports to the incoming Conference Secretary as soon as possible after the biennial meeting, with a permanent copy to be sent to the President
  3. Shall record the proceedings of the Conference Officers
  4. Shall handle correspondence as requested by members of the conference board.
- Section K      The Conference Treasurer**
1. Shall be responsible for funds received from the Treasurer for the start-up costs of the conference, and for funds received for conference registrations
  2. Shall open a bank account for the conference
  3. Shall provide a proposed budget prior to said conference, subject to review by the Board of Directors
  4. Shall provide a financial report to be printed in the newsletter which is published immediately following the biennial conference

- Section L      The Past Conference President**  
Shall serve as an ex-officio advisor to the Board of Directors generally and to the Conference President in particular for a period of two years following conference
- Section M      The Past President**  
Shall serve as Ex-officio advisor to the Board of Directors and President, for the term of two (2) years

**ARTICLE VII  
MEETINGS**

- Section A      Biennial Meetings**  
There shall be one biennial meeting of the membership, to be held in conjunction with the biennial conference if it falls in the second year after the past conference. The date of the conference shall be determined by the group hosting the conference that year. In the event no conference is held in the second year, the President shall establish a time and place for the meeting. If circumstances beyond our control prevent holding a meeting, see Section VIII D.
- Section B      Each biennial conference and association meeting shall be held in Montana.**
- Section C      Selection of Conference Hosts**  
At each biennial meeting, the membership will select the group which will host the conference and meeting for the next conference year. For the sake of continuity, the membership shall attempt to obtain hosting commitments for four or more years in advance.

**ARTICLE VIII  
NOMINATIONS AND ELECTIONS**

- Section A      Nominations, Board of Directors**
  1. It is understood that each Board member can derive from any community in Montana.
  2. The President shall appoint a Nominating Committee. The Committee will have the sole responsibility for obtaining names to be presented as candidates for election to the Board of Directors.
- Section B      Nominations, Conference Officers**
  1. It is understood that the Conference Officers will derive from the group which will host the biennial conference and meeting for that year.
- Section C      Presentation of Nominations**
  1. At the biennial meeting, the Nomination Committee will present a slate of officers for the vacancies on the Board of Directors. Nominations may also be made from the floor by any member of the association.
  2. At the biennial meeting, the host group responsible for the next conference will present a slate of Conference Officers.

**Section D Elections**

1. Elections will be held at each biennial association meeting. In the event there is no biennial meeting, the MAWS Board may utilize an alternative method for the election of the Board of Directors, along with voting regarding any other proposed changes, informing the membership of the changes.
2. The Conference Officers and members of the Board of directors shall be elected from the slate and from nominations “from the floor” by a simple majority vote of the members present at the meeting or by the majority response in a pre-stated time period if an alternative method is used.

**ARTICLE IX FISCAL YEAR**

The fiscal year of the Association shall be January 1 through December 31.

**ARTICLE X DUES AND FEES**

Dues shall be established by vote of the Board of Directors, to be paid annually by the end of the fiscal year. Dues will cover the expenses of the Association. An additional fee to cover the costs of participating in the biennial conference shall be charged to members at the time of registration for the conference.

**ARTICLE XI QUORUM**

A quorum shall consist of the membership present at the biennial meeting or those responding to alternative voting methods during the pre-stated time period.

**ARTICLE XII AMENDMENTS**

These Bylaws may be amended by a two-thirds vote of the members attending the biennial meeting or those responding to alternative voting methods during the pre-stated time period. Written notice of the proposed changes must be given to all members via the Association’s newsletters prior to the opening of the biennial conference. Absentee ballots will be accepted if received ten (10) days prior to the opening of the meeting.

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