

ILLINOIS PRAIRIE WEAVERS GUILD

STANDING RULES

Article 1: Dues

1.1 Annual dues for membership in the Illinois Prairie Weavers Guild ("the Guild") are \$25.00 (effective for the Guild year beginning in September of 2011), and are due each year by June 30 for the Guild program year that will begin the following September. Members must pay their dues by or at the first Guild meeting in September to be included in the printed yearbook for that program year.

1.2 New members joining the Guild on or after February 1 may pay one-half the regular annual dues for membership for the remaining portion of that Guild program year.

1.3 The Guild may grant honorary lifetime membership (no further payment of dues) to a member of long-standing service to the Guild, which shall become effective upon a vote of the Guild at the Annual Meeting in June.

1.4 The Board of Directors, in its sole discretion and without disclosure to the Guild of the member's name, may grant a hardship excuse from the payment of dues for a member under difficult financial circumstances.

1.5 Payment of dues entitles members to receive a copy of the annual yearbook, to attend all regular monthly meetings and programs of the Guild, and to receive copies of any newsletters published for members.

Article 2: Workshops

2.1 Special workshops are often scheduled to offer more in-depth textile learning experiences. The intention is that each workshop pays for itself by the collection of a required fee from each participant. Attendance is often limited to a maximum number.

2.2 Registration in a workshop requires payment in full of the nonrefundable fee. A registrant may sell his or her place in a workshop if unable to attend. No one may audit a workshop or obtain the printed materials without approval of the instructor and payment of the required fee.

2.3 Nonmembers of the Guild may participate in a workshop, but members have first priority, and nonmembers are required to pay an additional fee.

Article 3: Guild Resources

3.1 The Guild has an extensive lending library of resource materials and equipment available to its members. All equipment and other resources must be checked out from the appropriate person of responsibility, following the Guild's current borrowing policies, and returned in a timely fashion.

3.2 Borrowers of Guild resources are required to replace any items that are lost or damaged.

Article 4: Study Groups

4.1 Members may form study groups, meeting as they decide (usually monthly), for the purpose of studying weaving. Everyone is encouraged to participate in one or more study groups.

4.2 Study groups are encouraged to give a presentation to the Guild of the results of their study, as one of the monthly Guild programs.

4.3 Study groups are also encouraged to select from among themselves a Study Group Representative to serve as a spokesperson for the study group, serving on the Guild's Administrative Board, and on the Nominating Committee. Study Group Representatives are asked to assist in emergency communications between meetings by contacting the members of their study group when needed.

Article 5: Finances

5.1 Guild members' dues are the primary source of the Guild's financial resources, to be applied to the general budget of the Guild.

5.2 Any money donated at meetings is given to the Treasurer and applied to the general budget of the Guild.

5.3 Members selling any items at Guild meetings are asked to donate a minimum of 10% of the proceeds, to be applied to the general budget of the Guild.

5.4 Members are encouraged to attend Guild business meetings, especially when there are elections, the discussion and approval of the budget, and the approval of financial policies proposed by the Board of Directors. The approved budget establishes the permissible expenditures for line items, which may be paid by the Treasurer without further vote by the Guild. The financial policies set forth the guidelines for handling the Guild's financial resources, including procedures for seeking payments or reimbursements.

5.5 Any members providing room and board for an out-of-town speaker for a Guild program, or who hosts a Guild meeting in his or her home, may receive reimbursement of expenses, and a gift of appreciation, as set forth in the financial policy.

Article 6: Amendment

These Standing Rules may be amended by a two-thirds vote of the members present at any regular meeting. Notice of any proposed amendment shall be presented in writing at the prior meeting. Notice also shall be circulated electronically no later than one week after the proposed amendment is presented.

Approved by Guild vote, June 11, 2019