



# SOUTHERN CALIFORNIA

January 12, 2013 - El Camino Quilt Guild, Oceanside

10 – 12 Noon General Meeting  
 Topic: Acquiring and Keeping of New Members  
 Location:

**Williams Barn in Walnut Grove Park/Heritage Park**

1950 Sycamore Drive,

San Marcus, Ca

North from Hwy 78 on Twin Oaks Valley Rd,

Located at Olive and Sycamore Avenues off of Twin Oaks Valley Road-

RSVP to Eloise Housman at ehousman@earthlink.net

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Are you a new Rep or a Rep with questions? Please join the SCCQG board at 9:30 for a quick overview/orientation and some Q&A with board.

## MESSAGE FROM THE PRESIDENT . . .

Holiday time is upon us and we quilters are all busy working on those holiday gifts we're making 'cause we thought that was such a good idea last July! When will I learn?

Our new board has already held several productive meetings. Elsewhere in the newsletter you'll see that we are proposing a number of updates to the bylaws and the addition of standing rules for SCCQG. In 2010 we embarked on a major rework to the bylaws and they have served us well, but in looking at them again recently we felt there were some areas where we needed additions that will help the organization function more efficiently. The board has approved the changes and will be asking for your vote of approval at the meeting. Please take a few minutes to review the changes and come to the meeting with questions, if you have any.

We have had several board members resign recently and will

them in those positions. Don Beld need to elect members to replace will be stepping down as treasurer at the end of the January meeting. Kennalee Mattson, a member of the Santa Monica Quilt Guild, has graciously agreed to take over the balance of Don's term. Jan Steffen (current membership chair and newly elected newsletter editor) has tendered her resignation as membership chair. One board position is more than enough! Bonnie Millage has been very capably assisting her for the last six months and has agreed to take over the role of membership chair for the balance of Jan's term.

In an effort to provide more regular communication with the membership, the board will be sending out informational e-mails periodically between the quarterly meetings. We'll use those e-mails to keep you up to date on current happenings as we did in (Cont. top of page 2.)

## Special points of interest:

- Proposing a number of updates to the bylaws and the addition of standing rules for SCCQG
- The board will be sending out informational e-mails periodically between the quarterly meetings.
- Quilt donations for Sandy victims.

## A MESSAGE FROM THE PRESIDENT cont.



"topics of interest" page where you will find the latest info and quilts for Sandy victims. If you have information to share for that topic (or any others), please contact our webmistress, Bonnie Millage. We want the website and our communication with you to be current and timely and we need your help to do that! We know that at each quarterly meeting there are "new" representatives coming to a meeting for the first time. And, we also know that they have lots of questions about the meeting, the council in gen-

eral, and more. We want to provide an opportunity for those "new" reps to meet with us and ask questions. Consequently, unless there is pressing business, the board will not hold a board meeting prior to the general meeting. Instead, we will meet with the "new" reps at 9:30 to answer questions and provide information.

And last but not least, this is your organization. We encourage you to make suggestions, ask questions, and get involved. Happy Holidays to all!  
Pam

### PROGRAMS By Patti Voyles, Program Chair

The meeting in October went really well. My personal thanks go to Don Beld for his amazing presentation on the financial and tax matters; and, thanks to both Bonnie Millage and Jan Steffen for providing both sides of the teacher contract issue. The questions took us beyond our normal meeting times – a definite tribute to our presenters. A rough draft of the presentations was emailed to the representatives earlier in November. A final copy will be available shortly on the website under

"Program Notes" for October 2012.

Our upcoming programs are based on requests from the guild representatives present in October of 2011. There were enough ideas to take care of 8 general meetings. I thank you all for making my job so much easier! This January we will have a presentation and discussion on the "Acquiring and Keeping New Members". We are all competing for time with all the other things in our lives! If

you have a strategy that works, please come willing to share. I will start with a general presentation of ideas mentioned in your submittals and we will open the floor to discussions. Note paper will be provided so you can turn in your comments for addition to the presentation information. All notes will be placed in the "Program Notes" section of the website for future reference.

*Programs continued (on the next page.)*

*"Acquiring and Keeping of New Members"*



## PROGRAMS cont.

Our program topics have been roughed in for the next two years with the remaining topics. I am listing them here for your information:

January 12, 2013 – El Camino Quilt Guild. Topic Acquiring and Keeping New Members

April 13, 2013 – Carson Community Center. Topic Meet The Teachers (mini quilt show)

July 13, 2013 - Camarillo Quilter's Association. Topic: Fund Raising

October 12, 2013 - Friendship Square Quilt Guild. Topic: Games Galore

January 11, 2014 – TBD. Topic: Outreach: A different form of Community Service

April 12, 2014 - Carson Community Center. Topic Meet the Teachers

July 12, 2014 - San Fernando Valley Quilt Association. Topic: Parliamentary Procedure – Who needs it?

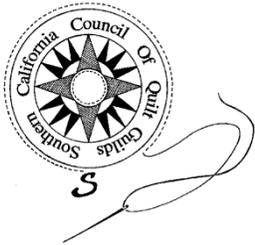
October 11, 2014 - Los Angeles County Quilters Guild. Topic: Workshops – Pass or Fail?

Full information for meetings will be posted on the website under “SCCQG Meetings”. This area will contain the guild, contact rep(s) email, location, topic and any special information provided by the hosting guild. If you have updates or questions, please email me at [programs@sccqg.org](mailto:programs@sccqg.org). Of real importance to the hosting guilds – please RSVP via email to the contact person with the name of your guild and how many will be coming. This helps in planning chairs, food and handouts for us all. The contact person will be the one to ask about displaying opportunity quilts. You are always welcome to direct questions to me! See you in January.

Patti Voyles, Program Chair SCCQG

The International  
Quilt Study Center  
& Museum

The International Quilt Study Center & Museum is located on the University of Nebraska-Lincoln's East Campus at 33rd and Holdrege Streets. Visit the museum to enjoy the world-class collection, first-class exhibitions, a virtual gallery and experiences for all ages. The center houses the largest publicly held quilt collection in the world. The more than 3,500 quilts date from the early 1700s to the present and represent more than 25 countries. IQSCM makes its academic home in the Department of Textiles, Merchandising and Fashion Design in the College of Education and Human Sciences.



## WEBMASTER REPORT by Bonnie Millage

Hello Everyone! As you know, I have been helping out with membership for the last six months. The SCCQG Membership Chair position is now currently vacant and I hope to be elected to this chair position at the upcoming January 12<sup>th</sup> Quarterly Meeting. Please know I have totally enjoyed working with you and I am eager to continue, with your permission and support. Please come to the January meeting and share your desires and opinions!

In the meantime, I am also handling the [www.sccqg](http://www.sccqg.com) website. I am looking for a volunteer to help me with the web job in certain areas and if I am elected to Membership Chair, your duties may also spill into that area as well. It's easy, its fun – if you are service oriented, like meeting and talking to people, you already access your own email pretty much daily and want to get a bit more in-

involved in SCCQG, please contact me!!!

### NEW ON SCCQG WEBSITE

#### Guild access to site:

You asked for it and you have it! Guilds can now maintain their officer's data on the SCCQG site. Each member guild can have one logon with a unique password. In this data portion of the site, you can log in and change your Board/Chair member names, email addresses and telephone numbers. The telephone numbers are hidden from public viewing – they are for SCCQG Board use only. The SCCQG Webmaster will continue to happily accept and make any changes but know that you all have this option now.

If your guild chooses to exercise this power, for this first initial startup, please have the president of your guild send me a letter requesting this ser-

vice. Please indicate a good contact number and several times that are best to contact you by telephone. You will need to be led through the process at least one time but it will take only 5 or 10 minutes maximum. This initial request for a guild's login goes to: Bonnie Millage, P.O. Box 892, Morongo Valley, CA 92256.

#### Payment received info on the site:

If you haven't already noticed, click on your guild/membership name and view the recent payment received for membership and insurance payments. In the event you are unsure if your membership or insurance premiums have been renewed, this is the first place you should check! Our plan is to keep one year of transactions only. Each year in late fall, we will purge the paid data to make room for renewal payments for the subsequent membership year.(cont.next page)

*"Guilds can now maintain their officer's data on the SCCQG site"*



# A YEAR OF ART FUNDRAISER

A Fiberart For A Cause fundraiser to benefit the **American Cancer Society**

On February 12 and 13, 2013, everyone who donates to the ACS through Fiberart For A Cause will be entered in the Inspiration Month drawing now valued at more than \$1000. **There will be ONE winner of the entire Inspiration Month prize package** drawn from those who donate to enter and those who bid on the eleven featured artworks. Wouldn't you like to receive more than 20 boxes in the mail full of fiber and mixed media books, specialty fabrics, beads, stencils, DVDs, Inspiration Packs, and so much more?

## WEBMASTER REPORT cont.

### Links:

Check out the LINKS tab. The data is sorted into membership categories and if a member has a website, the site address is present in LINKS. Click on the member record name and the full member record is displayed. LINKS is still a nice shortcut for people looking for a guild in their area and now more helpful to the Program Chairs who are planning your Speaker/Workshop teachers.

### Events:

Events is now a monthly calendar format, but if you are like me and want to list out all the events to the screen or paper, you still have that too! On any calendar month, click on the year and the

screen will change, displaying all the event data in our system in a chronological format. Then you can print that off. If you would like to post your guild's event, just contact the webmaster by email! It is helpful if you type out in the email what you want your event text to say. If you can attach your advertising copy (PDFs) and photos (JPGS), that is terrific!!!

### Guild Snail Mail Labels:

All SCCQG members in good standing can obtain mail labels for guilds at anytime. The password will be changed in January and each guild board will be notified. For now, we are still advertising this new membership benefit

in the newsletter to help get everyone on board quickly. The process is as follows: type [www.sccqg.org/access/maillabels](http://www.sccqg.org/access/maillabels).

The current password is 'happyday'. Follow the prompts. I recommend you open the file it offers and then save it off to your PC. If you have any trouble, please contact me and I will happily help you through it. Or I will send the mail list to you via email, as you prefer. Always identify your self and your guild/membership name in the subject line in any written contact, please.

### Editor's note:

*I would personally like to thank Bonnie Millage for the hard work she put in. As I told her "You can't have a life outside of SCCQG work."*

*"All SCCQG members in good standing can obtain mail labels for guilds at anytime!"*



## GENERAL MEETING October 13, 2012

SCCQG General meeting October 13, 2013

Meeting called to order at 10:00 a.m. Present were representatives from 38 guilds.

Thank you to Quartz Hill and the Antelope Valley Quilters Association for hosting this meeting. A check was presented to the First V.P. by SCCQG.

Host guilds for 2013 are on the website.

Pledge of Allegiance led by Don Beld

Houston Quilt Show is October 31, November 1 and 2. We have access to tickets for the show if any guild is interested. Contact Kaaren Nowlin for information.

Openings at Road 2 California for Opportunity quilts, especially on Thursday. Displaying your guild's quilt means you are responsible for 20 hours of white glove service. Contact Carolyn Reese at Road 2 California if you are interested. Also guilds are again asked to ensure the flyer tables are kept tidy.

Patti Voyles will be in charge of Meet the Teacher this year. Jean Kuper is taking a well-earned break from this event. Thanks to her for all her hard work in making this event happen over the last 10 years. Some suggestions from the floor about hearing the teachers speak at MTT. They will be referred to Patti Voyles. Members from San Diego and San Fernando were especially interested in hearing those speakers to better assess their ability to speak to a crowd and present a program well.

Jan Steffen announced that the next meeting will be hosted in San Diego in January.

April meeting will again be at the Carson Community Center. Patti will need assistance with the event. Cynthia Lyons-Dailberd from the Kaleidoscope Quilt Guild volunteered to assist. Request was made from the floor for materials from MTT for those guilds unable to attend. Cost prohibitive but would be glad to mail if guild was willing to help by contributing cost of postage. A \$5 suggested pre-pay to cover the mailing cost was suggested and the membership present felt that was more than fair but it was not voted. Please refer any ideas to Patti Voyles at the SCCQG website. Too much information is lost otherwise.

Treasurer's Report Don Beld

Budget for 2013 presented. There are changes to the web expenses and Meet the Teacher. Both are increases. Also more board members are putting in requests for travel – most probably a sign of the times. We are proposing an increase – the first in more than 10 years. Guild dues will be increased from the current \$30 to \$40; individual dues of \$15 will increase to \$20; and the current \$2.75 per member cost for insurance will be increased to \$3.00 per member. This will increase the budget by about \$5000 and will not go into effect until 2013/2014

(GENERAL MEETING cont. on next page)

*"Budget for 2013  
presented. "*



## GENERAL MEETING October 13, 2012 cont.

membership year. Susan Walmsley moved to approve the change and budget. Some discussion on the website expenses. It was established that the website will be an ongoing expense and not a one-time expense. MSP

Don Beld stated at this time that he will be stepping down as treasurer at the January meeting and that the position will be open in January when a new person is voted in. Kaaren thanked him for his many years of faithful and outstanding service to SCCQG.

Insurance Pam Overton is traveling but Jean Kuper reported. Certs are in the process of being mailed. When you pay your insurance, send it in with your renewal to Bonnie Millage. Fees for certs can be sent directly to Don Beld. Facility contracts need to be sent to Pam and are needed for certs for additionally insured only.

Don't wait too long to send in your cert requests. We are at the mercy of the insurance company and need at least 30 days. When you send in a request for cert, email Pam – especially if the time is short. That way we can keep an eye on the process.

Parliamentarian Elections

A quorum of guilds were present making it a valid election.

Break

Return to proceedings. Carolyn Reese was introduced. She discussed the new 4 day ticket to Road 2 California. It costs \$15 and is a bracelet that must be displayed on your wrist for all four days to be valid. Any mutilated or removed bracelet will not be honored. Entrance fee for one day has been raised to \$10.

Program

Don Beld discussed required filings for guilds. Since there were a limited number of copies of his information, his presentation is summarized here.

CA lottery raffle registration?? form is required if you have an opportunity quilt. It is a permit for a raffle and is not necessary unless you have an opportunity quilt. Don specifically said to go on the website and search California Lottery for the form. He said having raffles does not require any filing, but having an Opportunity Quilt raffle DOES require this filing. Annual reports – fiscal recap of expenses versus budget. Recommend putting on a spreadsheet on the computer.

990N e filing postcard. This is for 501C3 in lieu of annual report for guilds earning less than \$55,000 in earnings. You can find it on the IRS under 990N epostcard. In order to file online you will need to register with a non-government outside resource website. They will ask 2 questions. 1. Did your organization cease operating in the last year and, 2. Is total income less than \$55,000 last year?

There are 4 types of guilds and 29 different types of non-profits.

Non-profit - never filed and is viewed as a small business. Must pay taxes on all income. All on board can be attached jointly and separately

(GENERAL MEETING cont. on next page)

*"A new 4 day ticket to Road 2 California. It costs \$15 and is a bracelet that must be displayed on your wrist"*

## GENERAL MEETING cont.



in case of lawsuits.

Association – Not a non-profit. Also viewed as a small business. Bylaws must say that board members are not individually responsible.

Association – Not a non-profit. Also viewed as a small business. Bylaws must say that board members are not individually responsible.

501C7 – IRS recognized but California will not necessarily recognize. May have difficulty getting lottery forms approved. Some of the Don said the rules say you must have a “clubhouse” and membership is exclusive. Not open to general membership. (Don strongly Recommended changing to 501C3. Bylaws should reflect “Education to Community 501C3 – true non-profit recognized by both California and IRS. Don strongly advised every guild should be 501C3; The guild must be a corporation in order to file 501C3. Having speakers and workshops IS education to the community. Don said if a guild files incorrectly (as in 501C7, or fails to file at all, the government views the guild as a small business and as a small business, each and every member is viewed as a co-owner and therefore fully liable. Further, he shared the colorful example: in the event a speaker, such as himself, were to fall and seriously hurt himself giving a presentation as a hired independent contractor, he could sue the guild and attach every guild members’ home in the lawsuit claim (and win). (Note from President: Our liability policy protect us in this instance.)

Forms required:

1099 Independent Contractor. Any speaker paid \$600 or more in fee (s) in a one year period only. Doesn’t include mileage. Cumulative If you pay \$1500 or more for an individual teacher in a one year period, California requires that you withhold personal income tax. This does not include travel – only fees for classes and workshops.

The two State filings that MUST be done:

1. Statement of Information – Corporations Annual statement of financial records filed online – Budget. Cost \$20 and filed with CA Secretary of State.
2. Annual Registration Renewal Fee Report to Attorney General of California RRF-1(3-05) Annual registration – filed with the Attorney General of California. Questions 1 – 9 must be answered NO or not a 501C3

Final Presentation on 501C3.

Election results

President Pam Overton  
 Programs Patti Voyles  
 Newsletter Jan Steffen  
 Secretary Denise Cohen

Contracts Presentation by Bonnie Millage with question and answer period. Copy of hand out on file.

The membership present enthusiastically agreed to send their “good” contracts to SCCQG as sample docs that could be posted on the site. The purpose of this is to see what other guilds are doing and obtain ‘language’

“The two State filings that  
 MUST be done“



## INSURANCE

Requesting an insurance cert can be a challenge. We've had several "go backs" recently because the certs didn't meet the needs of the facilities that the guilds use. Please remember to check with your facility contact each year to clarify what is needed. Is it just a "proof of insurance"? That's easy! Just go to the insurance website and input information into all the fields (facility address, contact at the facility, contact information, etc.).

If the facility requires a "proof of insurance with additional insured" cert, you'll need to provide additional information. Most facilities have specific wording that they require. Please check to see what that is. You will also need to provide a copy of your contract with the facility. As with the proof of insurance cert, please use the SCCQG insurance website to provide information and request your certificate. Where possible, provide an electronic copy of your contract and send it to the current Insurance Liaison, Pam Overton at [pamoverton@earthlink.net](mailto:pamoverton@earthlink.net). If not available electronically, send a hard copy to Pam at 672 17<sup>th</sup> Street, Manhattan Beach, CA 90266.

There is a fee of \$10 for a certificate. Please forward your payment to the Treasurer (currently Don Beld, soon to be Kennalee Mattson).

Please remember . . . copy of the contract to Pam, check to the treasurer.

Speaking of contracts . . . most guilds contract for their facilities on a calendar year basis. That means that the contracts that are currently on file are only valid through the end of the year. Please provide a **copy of your contract(s) for 2013 to Pam by January 1** to ensure your guild will have coverage continuing into 2013.

Questions? E-mail Pam at [pam.overton@ngc.com](mailto:pam.overton@ngc.com) (no attachments please) or [pamoverton@earthlink.net](mailto:pamoverton@earthlink.net).

### **Wanted:**

Two or more people with good computer skills, who use their computers regularly (check e-mail daily), and are available to receive insurance requests and process them as well as maintain records of insurance requests and status. Current insurance liaison will work closely with the new team to transition this important SCCQG role. If interested, contact Pam Overton.

(Continued from page 8)

that can be added to a guild's present contract. Contracts from a teacher point of view presented by Jan Steffen. Copy of outline of presentation on file.

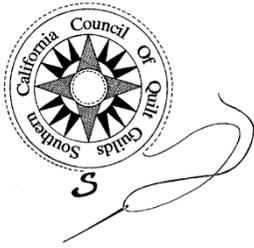
Meeting adjourned at 12:40

Respectfully submitted this 13 day of October, 2012

Denise Cohen

SCCQG Secretary

*"A new 4 day ticket to Road 2 California. It costs \$15 and is a bracelet that must be displayed on your wrist"*



*In an effort to streamline day-to-day operation for SCCQG without amending the bylaws each time we need to make a change (i.e., dues), the SCCQG board proposes the following Standing Rules be established to help define operation elements.*

**PROPOSED SCCQG STANDING RULES**

**1. General Meetings**

The Council shall have general meetings four times per year, once each in January, April, July, and October, commencing at 10:00 a.m. of the second Saturday and ending upon agreement of the majority present.

No profit-making selling is allowed at general meetings, workshops, and other Guild functions without the approval of the Board.

Members to check in at the meeting room entrance.

No smoking in general meetings will be allowed. Food and beverages are to be kept out of the work and display area.

Opportunity quilts shown at the general meetings will be allowed, sale of tickets allowed before or after the meetings only.

Use of cameras and tape recorders by permission of the guest speaker only.

**2. Equipment**

The permanent mailing address will be the current president’s mail address, as published in the annual roster.

The Guild logo and banner cannot be used or reproduced in any form by anyone for personal gain.

All board members and standing Chairpersons are to maintain a notebook to be passed on to the next board.

Equipment may not be loaned or rented without majority vote or consent of the Executive Board.

Each chairperson shall be responsible for their own equipment.

**3. Board**

Meetings to be held at the discretion of the President.

All Chairpersons are to attend meetings, keep an up-to-date procedure book, which includes job descriptions, monthly calendar, property list, equipment list, budget and expenses, year-end and monthly board reports, address of and copies of forms used. They are also to maintain equipment in their charge.

Phone calls on Guild business are authorized expenses.

**4. Programs Chairperson**

The Program Committee will handle speaker/teacher hospitality by assisting speaker/teacher in set-up and take-down and by being a general helper and hostess, and to include and provide lodging and meals when necessary.

Contracts made with teachers and lecturers must be explicit as to costs, additional fees, cancellation privileges, time limits, travel arrangements

“Contracts made with teachers and lecturers must be explicit as to costs, additional fees, cancellation privileges, time limits, travel arrangements, housing and dining provision and the use of photographic and recording equipment.”



“The Board will propose opportunities for philanthropic causes. The Board has the right and responsibility to distribute quilts and other items and reports to the Guild.”

## **PROPOSED SCCQG STANDING RULES cont.**

housing and dining provision and the use of photographic and recording equipment.

Workshops are not to make profit, but to cover expenses. Any incidental profit made returns to the program budget unless the board approves other use.

First Vice President is responsible for the program for all twelve monthly meetings.

Monthly reports to be made to the membership at the meetings, in the newsletter and at the board meetings.

Workshops are not to make profit, but to cover expenses. Any incidental profit made returns to the program budget unless the board approves other use.

### **5. Vice-President Membership**

The Guild membership list may not be used for commercial purposes. Dues will be \$30.00 per year, January 1 through December 31 for Guild members. Individuals may join the Council at \$15.00 per year, January 1 through December 31.

Chairperson is responsible for compiling the membership roster at the end of the term for the following year and for maintaining accurate attendance records.

Reports made at general meetings, at board meetings and in the newsletter.

All past Board members who have served at least two complete terms in office will be given a free lifetime membership.

All members are entitled to receive the quarterly newsletter and access to the Council membership roster.

### **6. Newsletters and Mailing**

A newsletter will be published quarterly for the benefit of members. The Newsletter Editor shall be responsible for the preparing of the newsletter.

Articles for publication in the newsletter are due as requested by the newsletter chairperson.

### **7. Parliamentarian**

Advisor to the President and final authority for rules of procedure.

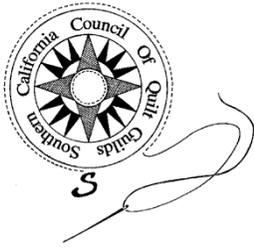
Chairperson for the nominating committee is the parliamentarian.

Makes report of the nominees at the July General meeting and conducts the election at the October General meeting.

### **8. Philanthropy**

The Board will propose opportunities for philanthropic causes.

The Board has the right and responsibility to distribute quilts and other items and reports to the Guild.



**SCCQG STANDING RULES cont.**

10. Annual Audit of Finances  
A committee will be selected by the Board to audit the finances annually. This committee should be members of the Council/Board who do not have signing authority on the SCCQG bank accounts.

11. Authorized signers on the SCCQG bank accounts  
The authorized signers of the SCCQG bank accounts shall be the President, Treasurer, and the Programs Chairperson.

12. Amendments/Additions  
Any change in the standing rules will be published in the next newsletter for member assessment.

The SCCQG board is proposing the following changes to the bylaws. For simplicity sake we have provided only those sections of the bylaws that will be changed.

**Proposed Changes to the SCCQG ByLaws:**

**ARTICLE II--MEMBERSHIP**

**Section 1. Membership.** There shall be two categories for membership:

(i) Guild Members shall consist of any quilting guild, or related guild or organization with similar purposes, whose dues and fees are current as paid to the Council. Each Guild Member shall elect or appoint, as their by-laws state, a delegate to serve on the Council. Each Guild Member shall be entitled to one vote at Council meetings.

(ii) Individual Members shall consist of teachers and other individuals who share an interest or dedication to the specific purposes of the Council and whose dues and fees are current as paid to the Council. Individual Members shall NOT be entitled to vote at Council meetings; but may serve as an elected Officer of the Council.

*(iii) Affiliate Members shall consist of commercial enterprises such as quilt stores, professional quilting services, and other quilt related vendors who share an interest or dedication to the specific purposes of the Council and whose dues and fees are current as paid to the Council. Affiliate Members shall NOT be entitled to vote at Council meetings; and may NOT serve as an elected Officer of the Council.*

**ARTICLE III--MEETINGS**

**Section 1. General Meetings.** The Council shall have ~~The elected Officers shall constitute the Board of Directors (Board), with voting privileges resting solely with~~

(Proposed Changes to the SCCQG ByLaws cont. next page)

*“Voting rights at all Council meetings rests with the Guild Member delegate of Guild Members in good standing at the record date of the meeting. (ii) Voting may be by voice or ballot.”*



### Proposed Changes to the SCCQG By Laws cont.

the elected Officers *general meetings four times per year, once each in January, April, July, and October an Annual meeting in October*, commencing at 10:00 a.m. of the second Saturday and ending upon agreement of the majority present. *Additionally, the Council will have three more quarterly general meetings.*

**Section 7. Voting.** (i) Voting rights at all Council meetings rests with the Guild Member delegate of Guild Members in good standing at the record date of the meeting. (ii) Voting may be by voice or ballot. (iii) Once a quorum is established, an affirmative vote of the majority present and voting shall be the act of the Council. *If a quorum is not reached, no vote will be taken and there will be a mail-in ballot sent out to all guild representatives (mailed to the guild mailing address). The reps will have 30 days from the day of mailing (to be specified in a cover letter) to return their ballots. Ballots received by the closing date will be counted and the results reported to the membership via e-mail notification within 10 days of the close of voting.*

**Section 10. Proxies.** *Proxies may be issued to members of the Council in good standing. The proxy shall be provided on guild letterhead, signed by the president of that guild.*

**Section 12. Nomination of Officers.** (i) A Nominating Committee consisting of five members, three Member Guild delegates and two Officers *(one being the Parliamentarian who will chair the committee)* shall be appointed by the President to solicit a slate of candidates. (ii) The Nominating Committee shall report its recommendations at the July meeting each year for offices scheduled for election at the annual meeting in October. (iii) Nominations of candidates from the delegates present at the July meeting will be accepted from the floor.

### ARTICLE IV--BOARD OF DIRECTORS AND OFFICERS

**Section 1. Officers.** The elected Officers of the Southern California Council of Quilt Guilds shall be (i) President, (ii) Vice-President(s) Membership, (iii) Insurance Liaison, (iv) Programs Chairperson(s), (v) Secretary, (vi) Treasurer, (vii) Newsletter Editor, (viii) Parliamentarian. *All Board Members may serve a maximum of two consecutive terms in a given office. Only one Board position can be held at a time*

**Section 2. Board of Directors.** *The elected Officers shall constitute the Board of Directors (Board), with voting privileges resting solely with the elected Officers.*

**Section 3. Powers of the Board.** In addition to general powers to conduct the business of the Council, the Board shall have the following specific powers:

(i) to appoint or remove committee chairpersons and committees, or individuals, and

(Proposed Changes to the SCCQG ByLaws cont. next page)

*"Proxies may be issued to members of the Council in good standing. The proxy shall be provided on guild letterhead, signed by the president of that guild."*



## Proposed Changes to the SCCQG ByLaws cont.

endow them with specific powers and duties for them to carry out their approved responsibilities;

(ii) to make rules and regulations for the conducting of the affairs and activities of the Council;

(iii) to pay Council bills and manage the financial affairs of the Council;

(iv) to manage all governmental requirements and regulations;

(v) to assess dues, fees, and assessments;

(vi) to suspend or expel members;

*(vii) to fill vacancies of the elected positions without a general meeting. If an officer resigns or is unable to complete their term, the President, with the approval of the board may appoint a person to complete the vacated term. At the next general meeting, the membership shall be required to approve the appointment by vote of the majority in attendance at the meeting.*

(viii) to adopt and use a corporate seal; prescribe the forms of membership certificates consistent with the provisions of Section 7317 of the California Corporation Code.

**Section 4. Regular Meetings of the Board.** The Board shall conduct regular meetings, open to all Council Members, each quarter ~~in the two weeks~~ prior to the scheduled Council meeting. The date, time, and location of such meetings will be determined by the President, and may include electronic or telephonic meetings.

**Sections 9. Expense Reimbursement.** ~~Compensation~~ Members of the Board may receive *reimbursement* ~~compensation~~ for their expenses, such as mileage, as may be approved or determined by the Board.

**Section 17. Parliamentarian.** The Parliamentarian shall be responsible for assuring that all meetings and business of the Council and Board are conducted in accordance with Robert's Rules of Order and in accordance with the Council's Bylaws. The Parliamentarian shall act as Chairman of the Appeals Committee. *The Parliamentarian shall act as the Chairman of the Nominating Committee.* The Parliamentarian shall have such other responsibilities as given to him/her by the Board.

These changes will be voted on at the General Meeting on January 12, 2013.

### BOARD MEMBERS

#### Contact info

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