

MIDWEST FACETERS' GUILD CONSTITUTION

I. NAME:

The name by which this organization shall be known is MIDWEST FACETERS' GUILD.

II. PURPOSE:

The main purpose of this Guild shall be to educate its members and to introduce and educate the public to the art of faceting.

This Guild will not be operated to make a profit and no pecuniary benefit will inure to any member.

This organization will be exclusively charitable and educational within the meaning of Section 501(c)(3) of the Internal Revenue Code.

In addition, this organization will not engage in any legislative action other than an insubstantial part of its activities which in themselves are not in furtherance of exempt purposes as contained in Section 501(c)(3) of the Internal Revenue Code.

III. MEMBERSHIP:

All persons who are interested in furthering their knowledge of the art of faceting shall be eligible to become members of this Guild, regardless of color, race, creed, sex, religion or national origin.

IV. OFFICERS:

The officers of this Guild shall be President, Vice-President, Secretary and a Treasurer. Officers shall be elected at the Guild's Annual Meeting by the membership and shall begin service following installation held at the Guild's Annual Meeting.

The president can only serve three consecutive one-year terms at which time he/she must step down for a minimum of one year.

A. DUTIES OF THE PRESIDENT

The President shall preside over all meeting of this Guild. This officer shall represent this Guild at the various meetings which the Guild sanctions. If the president cannot attend some function, other than the regular meeting, which the Guild has sanctioned, then the President will appoint another person to represent the Guild for that particular function.

The President shall establish committees and appoint chairpersons of committees as necessary.

The President shall also appoint members to fill vacancies on the Board of Directors.

The President shall appoint a nominating committee at least 60 days prior to the annual meeting.

B. DUTIES OF THE VICE-PRESIDENT

The Vice-President shall preside over any meetings of the Guild in which the President is not able to attend.

If anything happens to the president in which the president is unable to carry on the duties of the presidency, the Vice-President will take over and become the Acting President.

C. DUTIES OF THE SECRETARY

The Secretary shall take minutes of all meetings of the Guild and shall make a permanent record of all minutes. The Secretary shall prepare all correspondence for the Guild and shall receive all correspondence pertaining to the Guild.

D. DUTIES OF THE TREASURER

The Treasurer shall collect and account for all monies which the Guild receives. The Treasurer shall also keep a record of the expenses of the Guild. Once a year the Treasurer shall be audited by the new governing board of this Guild. This shall be done before the books are turned over to the new Treasurer.

V. BOARD OF DIRECTORS:

- A. The Midwest Faceters' Guild shall be governed by the elected officers (a President, a Vice-President, a Secretary and a Treasurer) and all appointed and approved committee chairpersons and all Past Presidents. The Past Presidents will have the same voting privileges as other Board Members.
- B. Policies pertaining to the governing of this Guild shall be carried out by the Board after being voted on by the membership.
- C. The Board shall have the authority to make decisions—in the best interest of the Guild—until the next Annual Membership Meeting or Special Meeting, at which time the members will vote to determine the policy on this or these issues.
- D. A quorum of the Board shall be a simple majority. The Past President will not need to be counted toward a quorum.
- E. Official action of the Board shall be by a simple majority of those members voting.

- F. Each member of the Board shall have one (1) vote. There shall be no proxy vote.
- G. All chairpersons must be confirmed by the membership (a majority vote of the membership present and voting at a regular, special or Annual Meeting).

VI. ADOPTIONS AND AMENDMENTS:

- A. This constitution shall be adopted by a two-thirds majority of the members present and voting.
- B. This constitution shall be amended by mailing the proposed change to the entire membership. To amend the constitution in this manner will require a two-thirds quorum of the returned ballots.
 - 1. Proposed changes must be mailed to the members thirty (30) days prior to the vote for change.

VII. PARLIAMENTARY AUTHORITY:

Robert's Rules of Order, Current Revised Edition, shall govern all proceedings of this Guild not specifically covered by the current Constitution and By-Laws of this Guild.