

ILLINOIS PRAIRIE WEAVERS

STANDING RULES

Article 1: Dues

1.1 Annual dues for membership in 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. The names of members who have not paid dues by July 1 will remain in the guild yearbook if their dues were paid in the prior year.

1.2 New members joining the guild after January 1 may pay one-half the regular annual dues for membership for the remaining portion of that first 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 majority vote of the guild at the Annual Meeting in June.

1.4 The Executive Committee, 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. It is intended 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. You may sell your place in a workshop if you are 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 asked 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 procedure, 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 Study groups are optional weaving study groups within the guild which usually meet once a month in the homes of the study group members. Everyone is encouraged to participate in one or more study group.

4.2 Study groups are encouraged to give a presentation to the guild of the results of their yearlong study as one of the monthly programs. Study groups may also take turns on special projects, such as handcrafting Christmas favors or assembling the yearbook, as needed.

4.3 Study group representatives are asked to contact the members of their study group when needed for emergency communications between meetings.

Article 5: Nominating Committee

5.1 The Nominating Committee consists of the representatives from the study groups and any ad hoc members appointed by the President. The President does not serve on the Nominating Committee. The Nominating Committee begins meeting in January or February to recruit qualified members of good standing to serve in all the elected positions for the guild in the coming program year.

5.2 The Nominating Committee shall report at the April regular meeting, presenting a slate with at least one name for each position. Elections are held at the May regular meeting. Additional nominations may be made from the floor.

Article 6: Budget and Finances

6.1 Each year, the Executive Committee recommends a budget for the forthcoming guild program year, which is voted upon at the regular meeting in May or the Annual Meeting in June. After guild approval, the budget establishes a maximum permissible expenditure for those line items for the year, which may be expended by the Treasurer without any further vote of the guild. The Treasurer may make payment of non- budgeted expenses of up to \$25.00 without any further vote of the guild.

6.2 Any member providing room and board for an out-of-town speaker for a guild program is entitled to receive \$25.00 per night, plus any extraordinary expenses incurred (up to \$100), without any vote of the guild.

6.3 It is customary to give a gift of appreciation (of about \$25.00 in value) to the outgoing President or to a member providing an act of service or generosity to the guild, including a member hosting a guild meeting in their home. If the meeting also involves the provision of a meal, another \$25.00 may be given to the hostess, at the discretion of the Executive Committee. All of these gifts may be given without any vote of the guild.

6.4 It is customary for the guild to approve by vote each year certain other expenditures, including the purchase of a new book for the library, appropriate memorial donations and advertising, as finances allow.

6.5 Money collected at regular meetings through the raffle and other special fundraising is collected by the Treasurer and applied to the general budget of the guild.

6.6 Members selling any items at guild meetings are asked to donate a minimum of 10% of the proceeds to the general budget of the guild.

6.7 The Treasurer's books shall be reviewed annually after the close of the fiscal year by a member in good standing who is not the Treasurer. The reviewing member shall be appointed by the President.

Article 7: Governance Procedures

7.1 The rules contained in the current edition of Roberts' Rules of Order, Revised shall govern this guild in all cases in which they are applicable.

7.2 These Standing Rules may be amended by a two-thirds vote of those present at any regular meeting, providing that notice was given in writing at the previous meeting.

(Restated June 8, 2004; Amended June 12, 2007, November 9, 2010, May 10, 2011, and October 11, 2011)

(November 2017, Barbara H.)