



## BY-LAWS OF THE FIBER GUILD OF GREATER KANSAS CITY

### ARTICLE I – IDENTIFICATION

- 1.1 **Name:** The name of this organization is the Fiber Guild of Greater Kansas City, herein referred to as “FGGKC” or “the Guild”.
- 1.2 **Legal Status and Purpose:** Founded in 1975, the FGGKC is a Non-Profit Corporation whose purpose is the preservation and promotion and exploration of fiber and textile arts skills. This is to be accomplished through membership involvement in Guild meetings, programs and communications, study groups, community outreach and educational opportunities, shows and sales events.
- 1.3 **Contact Information:** Persons wishing to contact the Guild may do so using this contact information:
  - 1.3.1 Fiber Guild of Greater Kansas City, P.O. Box 7098, Kansas City, Missouri 64113
  - 1.3.2 [fiberguildkc@yahoo.com](mailto:fiberguildkc@yahoo.com)
  - 1.3.3 [www.kansascityfiberguild.org](http://www.kansascityfiberguild.org)

### ARTICLE II – MEMBERSHIP

- 2.1 **Eligibility:** Any person interested in and supporting the purposes of the Guild may become a member. Every applicant for membership shall agree to comply with these By-Laws and to accept the rights, privileges, responsibilities, obligations and liabilities applicable by law and set forth herein. No person shall be discriminated against because of race, color, religion, age, national origin, gender, sexual orientation, or disability. Membership shall be granted upon submission of the written application and payment of annual dues as specified by the Secretary of the Guild and the Board of Officers. Application details may be obtained from the addresses provided in paragraph 1.3 above. The membership year coincides with the Guild’s Fiscal Year which runs from January 1 to December 31 annually. Dues paid after October 1st shall apply to the next year.
- 2.2 **Membership Affiliations:**
  - 2.2.1 Membership in the Guild includes membership in the Kansas Alliance of Weavers and Spinners (KAWS). A portion of each Guild member’s annual dues is apportioned and paid by the Guild on behalf of the member to KAWS for this membership. KAWS membership provides the opportunity to participate in various state and regional fiber arts activities throughout the year. Some may require additional fees to participate.



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- 2.2.2 Membership in FGGKC allows one to apply for participation in the Creative Hand Show & Sale event normally held in the Fall. FGGKC membership dues must be received by the FGGKC Treasurer and paid in full by January 1 of the year of the Creative Hand sale in which the fiber artist plans to participate.
- 2.2.3 By agreement with the Weavers' Guild of Greater Kansas City (WGGKC), FGGKC members in good standing are entitled to receive WGGKC newsletters and directories, have access to their library and rental equipment, and attend their meetings and workshops without being a paid member of the WGGKC. FGGKC members have no voting or office holding privileges with the WGGKC. The same privileges and restrictions are offered by the FGGKC to WGGKC members in good standing.
- 2.3 Membership Types: FGGKC shall maintain three membership types: Individual, Family and Lifetime. The date and amount payable for annual dues for each category shall be set by membership vote and Board of Officer approval and shall be posted on the Guild's website, noted on the Guild's application form, and announced annually in the Fall meetings and newsletters.
- 2.3.1 Individual Membership entitles one individual in good standing to one vote per election and/or voting event, to run for office, to serve on committees and to all rights, privileges, and responsibilities additionally extended to members of the FGGKC in each given fiscal year.
- 2.3.2 Family Membership entitles one or two adults and their children under the age of Twenty-one who live in the same household as their parents to one vote per household and for one person per household to vote, to run for office or to serve on a committee in each given fiscal year.
- 2.3.3 Lifetime Membership is a gift of free membership granted by the Guild to any member who has paid dues continuously for twenty-five years. This membership is irrevocable and non-transferrable. A Lifetime Membership in FGGKC includes the same rights, privileges and responsibilities as an Individual Membership.
- 2.4 **Good Standing:** To be a Member in Good Standing in the FGGKC, a member must have timely satisfaction of financial obligations to the Guild, attendance at the Guild's regular monthly meetings, participation and promotion of the Guild's projects and development.
- 2.5 **Termination/Revocation of Membership:** Membership shall be terminated/revoked:
- 2.5.1 by written resignation submitted to the Board of Officers by a FGGKC member in good standing;



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- 2.5.2 by member default in payment of obligations, including but not limited to annual dues to FGGKC;
- 2.5.3 by death of a member;
- 2.5.4 for violation of any By-Laws, policies or procedures governing the FGGKC; or
- 2.5.5 if the member uses the Guild's mailing list or membership directory information for purposes not intended by the Guild such as but not limited to:
  - (a) the mailing of anonymous material about the Guild or one of its members, or
  - (b) to promote a business or activity not in the best interests of the Guild.
- 2.5.6 The Board of Officers will notify the member in writing of the grounds for termination/revocation of membership within 30 days following the events that justify loss of membership.
- 2.5.7 Loss of membership is automatic when the member fails to pay Guild dues on time, personally resigns, or dies. For all other reasons, a reasonable opportunity of not less than 30 days after mailing the original notification of termination shall be provided the member to present a written rebuttal and/or for the member to be heard at the Guild meeting where the final decision vote to terminate membership is to be taken.
- 2.5.8 All property belonging to FGGKC or its affiliate organizations shall be returned by the member within 30 days of termination.

### ARTICLE III – MEETINGS

- 3.1 **Regular Meeting:**
  - 3.1.1 The Regular Meeting of the Guild shall be the second Wednesday of each month unless members are otherwise notified by newsletter, email, letter or phone call.
  - 3.1.2 The Regular Meeting shall be presided over by the Guild President/Co-Presidents and will follow basic guidelines of Robert's Rule of Order. The order of business will follow these steps:
    - Call to Order
    - Vote to Approve or Amend & Approve Minutes from Previous Meeting
    - Officer and Committee Reports. The Treasurers' Monthly Report is always given.
    - Unfinished
    - Business
    - New Business
    - Program/Show & Tell if Scheduled
    - Adjournment



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- 3.1.3 Draft Minutes shall be taken by the Secretary, and should be presented to members for review within 15 days following the meeting either by email, newsletter or mail. These draft minutes will be presented at the following regular meeting for membership vote to approve or amend-approve. Approved minutes will be posted on the Guild website.
- 3.2 Special Meeting: A Special Meeting shall be called by a Board Officer to address a special need identified in writing and upon request of a minimum of five (5) members. The purpose of the meeting shall be stated in the requesting letter and in the notice of the date, time and place of the special meeting. Except in cases of emergency, at least fifteen (15) days' notice shall be given to all members in writing by email, letter or newsletter. No business shall be transacted except that for which the meeting was called. Minutes shall be taken, presented at the following regular meeting, and recorded in the members' newsletter following voted approval by the Guild membership and Board.
- 3.3 Annual Meeting and Elections: The Guild's Annual Meeting and Elections shall be held in November at the Regular Meeting. The Annual Meeting and Elections is held for the purpose of electing Board Officers, affirming Committee Chairs and Appointees, and for presenting and approving an Annual Financial Statement and Budget Proposal for the upcoming fiscal year. Other Business may be included.
- 3.4 Board of Officer Meetings: There shall be a minimum of three (3) Board of Officers meetings per fiscal year.
- 3.4.1 The first meeting of the Board shall be held the December following the election to transition knowledge, responsibilities, and tasks from the outgoing Board to the newly elected Board. The new Board of Officers officially takes office on January 1 of the year immediately following the election in November.
- 3.4.2 The second meeting shall be mid-fiscal year as determined by the Board to address operational needs and should include as many members of the Executive Committee as possible.
- 3.4.3 The third meeting shall be in September or October to work on and finalize the reports due for presentation in the Annual Meeting and Elections in November.

### ARTICLE IV – BOARD OF OFFICERS

- 4.1 **General Powers:**
- 4.11 The Board of Officers is comprised of the President/Co-Presidents, the Vice President, the Secretary, and the Treasurer. The affairs of the Guild shall be



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managed by the Board of Officers, herein referred to as “the Board”. The Board shall approve working policy and procedures and perform duties and responsibilities as defined in the By-Laws of the Fiber Guild of Greater Kansas City. The Board insures fair, proper, and legal operation of the Guild.

- 4.1.2 The Board of Officers is assisted by the Executive Committee. Each Guild Officer shall work in cooperation and with at least one Committee Chair or Appointee as a non-voting Board Liaison and resource for that group.
- 4.2 **Qualifications for Holding Office:** Any member in good standing for at least one year prior to nomination for office is eligible to hold elective office except for the Office of President/Co-Presidents which requires the same good standing plus current or past service on the Executive Committee for at least one year.
- 4.3 **Conflict of Interest:**
- 4.3.1 All Board of Officer Members must be members in good standing in the Guild.
- 4.3.2 Any Member of the Board who has a financial interest, personal, or official interest in, or conflict (or appearance of conflict) with any matter pending before the board, of such nature that it prevents, appears to prevent or may prevent that Officer from acting on the matter in an impartial manner, will offer to the Board to voluntarily excuse him/herself and will temporarily vacate her/his seat and refrain from discussion and voting on said item.
- 4.3.3 Board members shall practice arms-length management of any activities or funding so as to ensure equal access to all members to funds or opportunities managed by the Guild. No Board Officer shall receive greater access to funding or opportunity than another Guild member because of their access to inside Guild information or funds.
- 4.4 **Board Composition and Compensation:** The Board of Officers of FGGKC is comprised of a President/Co-Presidents, Vice President (Programs & Workshops), Secretary, and Treasurer. Board Officers shall not receive a salary or payment for their services, but may be reimbursed for costs directly related to travel requiring official Guild representation beyond the Greater Kansas City area. Any such compensation shall be budgeted for and approved by membership vote as part of the Budget Proposal vote at the Annual Meeting. Officers are precluded from receiving compensation for serving the Guild in any other capacity during their elected term.
- 4.5 **Removal of a Board Officer:** An Officer may be removed from service on the Guild Board as follows:



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- 4.5.1 By submitting a personal resignation letter to fellow Board members, stating the Officer's desire to resign and the reasons for the resignation. Remaining Board Members shall review the letter and attempt to clarify and resolve with the resigning member any issues within their purview within thirty (30) days of receipt of the letter of resignation. Then, within ten (10) days following, the Board shall vote to approve/disapprove the request and announce the final decision to the Guild membership.
- 4.5.2 An Officer may be recalled from office by a Special Recall Election in which more than fifty percent (50%) of all members in good standing, present at the Special Meeting called to do so, vote in favor of the recall. Prior to this Special Meeting vote, a petition to Recall a Board Officer must be circulated and signed by a minimum of twenty percent (20%) of all members in good standing and accompanied by a letter to the Board of Officers specifically stating the grounds for the request to recall the specific Officer. This cover letter plus signed petition must reach the Board of Officers no later than sixty (60) days prior to the date of the requested Special Meeting. A notice to all members of such actions shall be posted in the Guild Newsletter published the month prior to the date the petition and cover letter is postmarked to the Board. The final decision shall be posted in the minutes of the Special Meeting posted in the next Guild Newsletter following the vote.

### ARTICLE V – GUILD OFFICERS

- 5.1 **President/Co-Presidents:** The President/Co-Presidents shall:
- 5.1.1 Serve as the head of the FGGKC organization, in general supervising and directing the business and affairs of the Guild with the advice and majority consent of the current Board of Officers and membership. Within legal norms, the President/Co-Presidents may take such action as may be deemed necessary to protect the welfare of the Guild.
- 5.1.2 The President/Co-Presidents shall sign, together with the Treasurer or Secretary, legal and financial documents directly related to the operation of the Guild and its functions that have been approved by vote of the Board of Officers.
- 5.1.3 Preside over and moderate all discussions in all meetings of the Board of Officers, the Executive Committee, and the general membership, including Regular, Special and Annual Meetings and Elections.
- 5.1.4 Shall have full voting privileges on the Board but shall vote only to break a tie in votes of the Executive Committee and those involving the membership.





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- 5.1.5 Shall appoint all Committee Chairs, Appointees and Board Liaisons with the advice of the Executive Committee.
- 5.1.6 Serve as an Ex-Officio member of the Executive Committee the year following active office.
- 5.1.7 Be familiar and functional with Roberts Rules of Order (RRO) and operate the Guild within RRO general guidelines.
- 5.1.8 Perform other duties as assigned that are not in conflict with the primary responsibilities of the Office of President/Co-Presidents.
- 5.2 **Vice President - Programs and Workshops:** The Vice President – Programs and Workshops shall:
  - 5.2.1 Perform all duties of the President/Co-Presidents in the temporary absence of the President/Co-Presidents, and when so acting, shall have all the powers of and be subject to all the restrictions upon the office of President/Co-Presidents.
  - 5.2.2 In the event of the President/Co-Presidents' permanent inability to act or absence, the Vice President, shall be appointed by remaining Board members and assume the office with all its responsibilities and privileges until the next annual voting process. At that time, the nomination committee shall follow standard procedures to create the slate of nominees which may include the appointed President if all other qualifiers are met, including number of terms sequentially served and desire to run for the next term.
  - 5.2.3 Serve as the Committee Chair of Programs and Workshops. In doing so, will research, recommend, propose scheduling and pricing, and coordinate details with the presenters, the selected facilities, and the Guild Officers and related Committee Chairs and Appointees for all programs and workshops hosted by FGGKC. A calendar of monthly programs for the fiscal year shall be provided the membership in writing via newsletter and on the website no later than March of the year served. Updates shall be announced in monthly meetings and noted in the minutes.
  - 5.2.4 Shall liaise with the Weavers Guild workshop Chair to exchange and distribute program and workshop information from both Guilds to FGGKC's members.
  - 5.2.5 Perform other duties as assigned that are not in conflict with the primary responsibilities of the Office of Vice President.



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- 5.3 **Secretary:** The Secretary shall:
- 5.3.1 Be responsible for taking the minutes and attendance at all official Guild meetings and ensuring their approval and recording process is accomplished. This includes but may not be limited to all Board, Executive, Special, Regular, and Annual membership meetings. In case of absence from any of these meetings, the Secretary will arrange for a substitute to take the minutes.
  - 5.3.2 The Secretary and Newsletter Appointee will select one or more methods for minutes to be presented for approval; they may be published or attached to the newsletter, sent via email, or available at meeting in print copy.
  - 5.3.3 At each official meeting, the Secretary shall have available and be ready to read aloud the minutes of the preceding FGGKC meeting if required for discussion or amendment prior to the membership vote of their approval. The Secretary ensures all notices to membership of votes that are scheduled for that meeting have been posted to the previous month's newsletter.
  - 5.3.4 The Secretary shall also maintain an official file of all minutes recorded and approved, attendance records, and of all letters, papers and transactions of the FGGKC. This includes those of the Board and all Executive Committee Chairs and Appointees. These are maintained for historical and practical reference.
  - 5.3.5 Shall serve as Board Liaison to any Committee or Appointee who is involved with creating, distributing or storing information about FGGKC. This shall include but not be limited to the Newsletter Appointee, the Website Appointee, and Historian.
  - 5.3.6 Shall work closely with the Guild President/Co-Presidents to ensure notices of pending votes and any other Board or Executive Committee communications to the membership are submitted to the Newsletter or Webmaster on time for publication, normally within fourteen (14) days of the event recorded and/or approved.
  - 5.3.7 For the Annual Meeting, the Secretary, working with the Vice President for Programs and Workshops and the Guild Historian, shall prepare a summary of the significant events of the FGGKC for the past year. The Secretary shall assist the Board in compiling their printed material for use at the Annual Meeting and in receiving similar material from the other members of the Executive Committee.
  - 5.3.8 Maintain a list of all Guild members whose annual dues is paid in full.





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- 5.4 **Treasurer:** The Treasurer shall:
- 5.4.1 Shall work closely with the Board of Officers in all matters financial and has oversight responsibility for the use of Guild funds. At a minimum, but not limited to, the Treasurer shall be responsible for the receipt, deposit, and disbursement of the funds of the Guild as authorized by the membership and the Board. The Treasurer and one other Guild Officer shall have access and check writing privileges to the Guild's bank account.
- 5.4.2 Shall report to the membership at each monthly meeting and at the Annual Meeting and Election, the current financial status of the Guild.
- 5.4.3 Shall assist in the preparation of the Annual Budget and make financial information available to the Board, Executive Committee, and general membership as outlined herein.
- 5.4.4 Receive all applications for membership, posting the application with date of dues paid, and deposit and manage these funds. The Treasurer shall coordinate with the Secretary to ensure the Secretary has the information to maintain a current list of members whose dues are paid in full.
- 5.4.5 Shall ensure that financial audits of the Guild occur as legally required and are supported by access to financial records as needed for the audit.
- 5.5 **The Out - Going/Retiring Treasurer:** shall expedite the transfer of accountability to the incoming Treasurer by delivering all books and accompanying documents no later than the first day of January of the incoming Treasurers' term of office. This includes but is not limited to signature cards to all bank accounts, the Budget proposal approved at the Annual meetings and all supporting files and books that belonging to FGGKC.
- 5.6 **Past President/Co-President:** The most recent Past President/Co-President shall participate in any and all Board of Officer meetings as Ex Officio, but does not have voting privileges.
- 5.7 **Election of Officers:**
- 5.7.1 Election of new Officers or election of current Officers to a second term shall occur as the first item of business at the Annual Meeting and Election. Officers shall be elected by a quorum vote of fifty-one percent (51%) of the current members in good standing in attendance at this meeting. The election vote and slate of nominees shall have been announced at the previous monthly meeting, as well as in the monthly Guild Newsletter which was posted at least fifteen (15) days prior to the Annual Meeting and Election date.



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- 5.7.2. A The Nominating Committee shall have been appointed at the September Meeting by the Guild President/Co-Presidents with the agreement of the Board of Officers. At least three Guild members in good standing shall serve on this committee. At least one of these members must have previous experience on the Executive Committee. Their purpose is to announce to the membership the upcoming openings on the Board of Officers, solicit nominees, and present a slate of potential officers for the next term.
- 5.7.2.B This slate of nominees shall then be read at the October Meeting and reported in the Guild newsletter. Additional nominations may be offered from the floor at both the October and November Guild meetings.
- 5.7.3 All members of the Board of Officers (except the recent Past President/Co-President who serves just one year) shall serve two (2) year terms, with not more than two (2) consecutive terms (unless voted upon by special dispensation by the Executive Committee and a majority of the Guild members present at a meeting).
- 5.7.4 The election of new Board members shall ideally be offset as follows:
- 5.7.4.A One President/Co-President and Treasurer shall be elected in the same year.
- 5.7.4.B One Co-President, Vice President and Secretary shall be elected in the following year.

### ARTICLE VI – THE EXECUTIVE COMMITTEE

The purpose of the Executive Committee is to provide a forum that brings the expertise of the Guild's functional leadership together to enhance smooth operation of the Guild. The Executive Committee shall be comprised of the Board of Officers, all Committee Chairs (Standing and Special), all Appointees, and all Liaisons to Affiliated Organizations. The Executive Committee is presided over by the Guild President/Co-Presidents; minutes are recorded and filed by the Guild Secretary, and the Guild Treasurer serves as the resource for financial advice for the Executive Committee. The Vice President along with all other Guild Board of Officers each shall serve as Board Liaisons to committees whose functions are aligned with the duties of their official positions.

### ARTICLE VII – COMMITTEES

- 7.1 **Standing Committees:** The purpose of Standing Committees is to provide continuity in special areas of interest that may involve activity throughout the fiscal year. Each Chair is appointed by the Guild President/Co-Presidents under the advisement and agreement of the Board of Officers. Committee Chairs and members serve at the will and discretion of the President/Co-Presidents and the



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Board of Officers. Members of each Committee are invited to serve by agreement between the Chair and the Board of Officers. Each Committee has available to it a Liaison from the Board whose primary function is to be an information resource and advocate for the Committee's purpose. Each Standing Committee Chair has one voting right in issues requiring a vote by the Executive Committee.

- 7.1.1 Standing Committees: include but may not be limited to the Scholarship Committee, and the Community Outreach Committee.
- 7.1.1.A The Scholarship Committee shall be comprised of a Chairperson and two members in good standing. The committee shall announce scholarship opportunity and the application process annually to the Guild membership, accept and review applications for scholarship money and forward their recommendations to the Board for approval. This Committee additionally assists the Vice President with workshops.
- 7.1.1.B The Community Outreach Committee is responsible for promoting FGGKC to the surrounding community. This is accomplished by proposing to the Board of Officers two (2) or more public events per year to bring fiber arts to the community. They are also responsible for determining venues, dates, activities, expenses (within budget guidelines), and recruiting and scheduling volunteers for these events.
- 7.2 Special Committees: The Guild President/Co-Presidents may appoint Special Committees for short term projects as needed.

### ARTICLE VIII – APPOINTEES

- 8.1 **Appointees** serve in ways similar to a Committee, but typically function using the talent and time of just one person. Appointees, like Chairs, are appointed by and serve at the will and discretion of the Guild President/Co-Presidents with the suggestion and approval of the remaining Board of Officer members.
- 8.2 There is a FGGKC Appointee for each of the following functions:
  - 8.2.1 **Newsletter:** The Newsletter Appointee shall maintain regular communication with the Guild Secretary. And further solicit, gather and distribute article, minutes and announcements for the newsletter. This ensures timely notice of items that require voting on in the next month's meeting.
  - 8.2.2 **Website:** The website appointee shall maintain and update website with current information.



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- 8.2.3 **Library and Equipment Rental:** Books and Equipment rental is available only to members in good standing (of the FGGKC and WGGKC) who agree to the terms of the Equipment Rental Agreement. The Librarian and Equipment Rental Appointee shall:
- 8.2.3.A house and maintain the books, magazines and equipment owned by the FGGKC;
  - 8.2.3.B be responsible for check-out, rental deposits, and return of equipment and books;
  - 8.2.3.C take an annual inventory and maintain list of equipment and books;
  - 8.2.3.D send any funds received for rental to the Treasurer; and
  - 8.2.3.E purchase and repair equipment when needed and approved by the Board of Officers.
- 8.2.4 **Directory:** The Directory Appointee shall:
- 8.2.4.A collect a current list of members from the FGGKC Secretary and WGGKC Treasurer;
  - 8.2.4.B present the Directory to be reviewed and approved by the Board before printing;
  - 8.2.4.C print and distribute directory to members of both FGGKC and WGGKC.
- 8.2.5 **Historian:** The Historian shall:
- 8.2.5.A collect and file documents of interest including photographs, newspaper and magazine articles and
  - 8.2.5.B maintain scrapbooks.
- 8.2.6 **Guild Retreat:** The Guild Retreat Appointee shall:
- 8.2.6.A liaise with the Guild Treasurer to book the retreat center for retreat(s), and to collect fees and pay landlord;
  - 8.2.6.B oversee meals and refreshments for the retreat;
  - 8.2.6.C ensure facilities are vacated according to contract; and
  - 8.2.6.D communicate with members information including dates and times of retreat.



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- 8.2.7 **FGGKC Group on www.Ravelry.com:** the Ravelry Group Moderator shall maintain and update the group's Forum Discussion Board with current information, encourage friendly communication among Guild members and promote the Guild in a positive manner with others in the Ravelry fiber community.

### ARTICLE IX – ORGANIZATIONAL REPRESENTATIVES

- 9.1 Organizational Representatives are individuals selected by the Guild Board of Officers and appointed by the Guild President/Co-Presidents to represent the Guild's interests and to pass information between FGGKC and the specified organization for the benefit of FGGKC members. The specified organizations to which FGGKC appoints Liaisons include but are not limited to Creative Hand and Kansas Alliance of Weavers and Spinners (KAWS).
- 9.1.1 **Creative Hand:** The Creative Hand Liaison shall:
- 9.1.1.A Ensure that information is passed onto FGGKC members in a timely manner and
- 9.1.1.B Submit key dates to Newsletter.
- 9.1.2 **Kansas Alliance of Weavers and Spinners (KAWS):** The KAWS Representative shall:
- 9.1.2.A.1 liaise with the KAWS Board and
- 9.1.2.A.2 communicate date, time and cost of annual and other events.

### ARTICLE X – AMENDING THE BY-LAWS

Changes to the Bylaws may be proposed in a motion by the Board of Officers or a Guild member at any regularly scheduled membership meeting. Said motion may be to add, delete, or amend the bylaws and MUST be submitted/announced to the membership in writing, along with date and location of the actual vote, no less than fifteen (15) days prior to the vote. The vote to amend By-Laws must be by ballot and must be approved by a quorum of fifty one percent (51%) of the current members in good standing in attendance at such meeting.

### ARTICLE XI – DISBANDING THE FIBER GUILD OF GREATER KANSAS CITY

- 11.1 The Fiber Guild of Greater Kansas City shall be disbanded by a Special Election in which 51% or of all members in good standing, present at the Special Meeting called to do so vote in favor of the Guild's disbanding. Prior to this Special Meeting vote, a petition to disband the Guild must be circulated and signed by a



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minimum of twenty percent (20%) of all members in good standing and be accompanied by a letter to the Board of Officers specifically stating the grounds for the request to disband the Guild. This cover letter plus signed petition must reach the Board of Officers no later than sixty (60) days prior to the date of the requested Special Meeting. A notice to all members of such actions, including reasons and the date, time, and location of the Special Election Meeting, shall be posted in the Guild Newsletter published the month prior to the date the disbanding vote is to occur. The final decision shall be posted in the minutes of the Special Meeting posted in the next Guild Newsletter following the vote. This shall be the last Newsletter published by FGGKC.

- 11.2 In the event of dissolution of the Fiber Guild of Greater Kansas City, all remaining assets, after all legal obligations are paid, will be donated to a charitable or educational organization as determined by the Guild, in accordance with a vote of the membership at the Special Election Meeting. Current members will have an opportunity to purchase library materials and equipment; proceeds from that sale and any remaining assets will be likewise donated to the chosen organization above.

### ARTICLE XII – RESOLUTION REGARDING STUDY GROUPS

Unless a study group depends upon a budget line from the Guild, they may manage their own funds and make their own rules.

**These By-Laws have been Approved by a Majority of Present Membership Vote on February 13, 2013, and Approved by Unanimous Vote of the FGGKC Board of Officers in January 2013; and after adding Resolution and update of email address on April 1, 2014.**

**This August 2016 revised version of the By-Laws removed information regarding the Renaissance Festival and changed wording for Women’s Retreat to Guild Retreat. Voted on by the Present Membership and Approved by Unanimous Vote of the FGGKC Board of Officers on August 10, 2016.**