

## FLORIDA WEST COAST BEAD SOCIETY BYLAWS

ADOPTED ON June 3, 2019

1. NAME – The name of the organization shall be “Florida West Coast Bead Society” (also known as “FWCBS” or the “Bead Society”).
2. ESTABLISHMENT – The organization was founded in 1994 by a group of people interested in studying, making, and using beads as an integral part of their art. It is comprised of individuals who want to share ideas, skills, and interest in beads from either a personal or professional prospective.
3. MISSION – The mission of the organization is to promote and inspire creativity in the art of beadwork. Opportunities to encourage personal and professional growth will be provided. There will be community outreach service projects approved by the membership.
4. MEMBERSHIP – Annual membership dues shall be established by the Board by March 15<sup>th</sup> of each year.
  - a. Membership dues shall be paid no later than October 31st. Delinquent members will then be notified and given 30-days grace to reinstate. Any member still delinquent on November 30<sup>th</sup> will be removed from the membership list.
  - b. New members joining after March 1st shall pay 50% of the annual dues for the remainder of the membership year.
  - c. Members joining in July or August may be offered those months gratis if they pay the full membership dues for the new upcoming membership year.
5. MEETINGS – Meetings will be held monthly.
  - a. The Bead Society fiscal/membership year will be September 1st through August 31st.
  - b. Meetings will be held on the first Monday of each month at 7:00 PM, unless there is a conflict or special event, in which case an alternative date and time will be selected.
6. OFFICERS – Officers of the organization shall consist of a President, Vice-President, Secretary, Treasurer, and Membership Chair. Membership Chair will be an elected position. Their term shall be for one year with reelection by the membership permitted for additional term(s). They are charged with conducting the meetings, maintaining the necessary records of the Bead Society, and selecting programs appropriate to the organization’s mission. The Board shall appoint Chairs, Coordinators and establish Committees, as needed. Officers will make arrangements to be sure their duties are carried out by another if they are unable to do so.

7. BOARD OF DIRECTORS – The Board will consist of the current elected officers – Bead Society President, Vice-President, Secretary, Treasurer, Membership Chair, and appointed positions– Annual Bead Challenge Coordinator, DVD/CD Librarian, Immediate Past President, Program Coordinator, Service Projects Coordinator, Sunshine Coordinator, Workshop Coordinator, and other positions as invited by the Board. The appointed Positions will each serve a one-year term, which can be renewed indefinitely. Board members will contribute to decisions regarding operating procedures and help to form proposals presented to the membership.
8. FISCAL RESPONSIBILITY – Bead Society-incurred expenses shall be paid in a timely manner using valid receipts and invoices; these records will be maintained by the Treasurer. A yearly budget will be created for the upcoming fiscal year by September 30<sup>th</sup> and presented to the Board for approval.
9. ELECTIONS – A Nominating Committee will be appointed at the March meeting.
  - a. The Officer term is for one year with re-election for additional terms and current Officers will be asked if they wish to stand for re-election.
  - b. They will present a slate of Officer candidates at the April meeting.
  - c. Annual elections will be held at the May meeting. A paper ballot will be provided if there is more than one candidate for an office. All Officers’ terms will begin at the start of the fiscal year, with transition of duties during the previous two months.
10. AMENDMENTS – These bylaws can be amended by a two-thirds (2/3) vote of the members attending the meeting at which the amendments are presented.
  - a. Proposed changes to the bylaws shall be presented by the board in writing and/or via electronic communication to the members at least one month prior to the vote.
  - b. Amendments proposed by a member must be presented to the Board for review. The Board will then take appropriate action.