

ARTICLE I: Name

The name of the organization shall be: The **Palmetto Tatters Guild**, hereinafter, also known as Palmetto Tatters or P.T.

ARTICLE II: Purpose and Objectives

Section 1 The purposes for which the Palmetto Tatters is formed are those set forth in these Bylaws, as from time to time amended, namely, P.T. is organized exclusively for charitable, educational, and literary purposes, including such purposes as the making of material and monetary distributions to organizations that qualify as being exempt under section 501(c)(3) of the Internal Revenue Code.

Section 2 No part of the net earnings of the P.T. shall inure to the benefit of, or be distributable to its members, trustees, officers, or private persons except that the P.T. shall be authorized and empowered to pay the reasonable compensation of services rendered and to make payments and distributions in the furtherance of the purposes set forth by these Bylaws or the Internal Revenue Code. No substantial part of the activities of the P.T. shall be the carrying on of propaganda, or otherwise attempting to influence legislation and shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

Section 3 The objectives of the P.T. shall be to promote interest in tatted, and other handmade laces and preserve them for posterity; to make tatted lace; to hold handmade lace exhibits; to study the history of handmade laces; and to educate people in any facet of handmade lace making.

Section 4 The P.T. shall maintain a website, which shall contain information and/or educational articles on the subject of tatted lace, and shall contain information pertinent to P.T.'s business.

Section 5

P.T. shall maintain a list of members in a directory.

ARTICLE III: Membership

Section 1 **Membership Qualifications** Any person who is interested in the art of handmade lace, making tatted lace, collecting or studying handmade laces, may become a member upon payment of the prescribed fee.

Section 2 **Membership Obligations** When accepting membership in P.T., an individual assumes the obligation to protect the organization, its ideals, its property, and its purposes against

misrepresentation, unethical practices and the misuse of its logo and the name of

the Palmetto Tatters Guild.

Section 3 **Membership Categories**

- a) Founding Members: Those individuals who gathered together during the summer and early fall of 2000 to lobby the South Carolina State Fair to retain Tatting as a Fiber Arts Category. These gatherings include the planning and work at the booth (at least four (4) hours duration) during the 2000 State Fair.
- b) Charter Members:
Those members who expressed interest in activities of the guild and wished to be regularly notified and/or attended at least one meeting during the 2001 Calendar Year.
- c) Active Members: Active members can be defined as those individuals who actively support the art of lace making, especially Tatting. This category can be further defined by:
 - (1) Regular: Those individuals whose proximity to meeting facilities and lifestyles allow them to be physically present at one or more meetings or Guild-sponsored activities annually.
 - (2) Remote: Those individuals whose proximity greatly deters regular or even sporadic attendance but desire contact with the Guild through standard means of communication and interaction. Examples are electronic mail (e-mail), U.S. Postal Service, telephone calls, and P.T.'s online newsgroups.
- d) Inactive Members: Those individuals who, for whatever reason, desire to cease communication with the Guild. They may be returned to Active status at any time through attendance at a Guild function for Regular members or written correspondence with the Membership Coordinator for Remote members.
- e) Honorary membership may be conferred upon individuals who have contributed significantly to the development of tatted lace, upon approval of the members of the Executive Board. The honorary membership shall include all membership privileges.

ARTICLE IV: Dues and Fiscal Year

Section 1 The annual dues of Palmetto Tatters shall be prescribed by the Executive Board, payable January 1 of each year.

Section 2 Dues shall be paid to the person designated by the Executive Board for the current year, January 1 through December 31. Members whose dues are unpaid for a calendar year shall be dropped from membership. A former member may be reinstated by payment of the prescribed fees after this date unless suspended or expelled from P.T. for disciplinary reasons.

Section 3 Payment of dues allows the member to attend the Annual Meeting and cast one (1) vote.

Section 4 The fiscal year shall be January 1 through December 31 of every year.

ARTICLE V: Meetings

- Section 1 The Annual Meeting of the Palmetto Tatters, shall be held at such a date and place decided by the President and with the approval of the Executive Board.
- Section 2 Members must be notified of the Annual Meeting at least 30 days prior to the meeting date.
- Section 3 Persons entitled to vote at the Annual Meeting shall be paid up members for the year of the Annual Meeting.
- Section 4 The Annual Meeting shall be for the purpose of receiving reports of the members of the Executive Board, and from Chairmen of Committees, election of officers and for any other business in harmony with the interest of the Palmetto Tatters. All such reports shall be filed with the Recording Secretary and a copy placed in the Palmetto Tatters Record Book.
- Section 5 There shall be an annual Tat Day.
- Section 6 At all Annual Meetings of the Palmetto Tatters, one-third (1/3) of those in attendance as persons entitled to vote, shall constitute a quorum.

ARTICLE VI: Elected Officers and Duties

Section 1 Elected Officers of P.T

- a) shall be elected for a term of two (2) years and shall not serve in the same office for consecutive terms, except Treasurer, who may serve for two consecutive terms,,
- b) must have been a member of the Palmetto Tatters for at least one (1) year except for the President who must have also served in the capacity of at least one other office for one full term.
- c) shall be President, Vice President, Recording Secretary, Treasurer, Program Chairman, Membership Coordinator, all of whom must be members of P.T.,
- d) shall be the trustees of P.T., e) and shall appoint a P.T. member to fill any vacancies in the elective offices for the unexpired term.

Section 2 P.T. President

- a) shall preside at all meetings of the P.T. and Executive Board, b) shall appoint additional committees established by the Executive Board except as otherwise provided for in these Bylaws, c) shall be an ex-officio member of all committees, with the exception of the Nominating Committee,
- d) shall either serve as parliamentarian or appoint a P.T. member to act as parliamentarian and perform such other duties as are specified in the Parliamentary Authority adopted by the Palmetto Tatters. The Parliamentary Authority shall be Roberts Rules of Order, Newly Revised in all cases not

- otherwise covered in these Bylaws,
e) shall sign all official documents approved by the Executive Board,
f) shall give an annual State of the Guild address during Tat Day,
g) shall, at the conclusion of term office, introduce the newly elected officers

during the State of the Guild address

- h) and shall serve as an ex-officio member of the Executive Board in the term immediately following the current term unless elected to another office on the Executive Board.

Section 3 The Vice Presidents, in their order, shall preside in the absence of the President, or at the President's request perform the duties of the President.

Section 4 **Vice President**

- a) shall act as the presiding officer in the absence of the President. b) shall agree to train for the office of President and assume the duties of that office at the next election.

Section 5 **Program Chairman** a) shall establish and secure a site for the Tat Day, b) shall be in charge of and arrange distribution of supplies as authorized by the Executive Board, and keep an accurate inventory of same. c) and shall perform such duties for the P.T. as requested by the President and/or authorized by the Executive Board

Section 6 **Recording Secretary** a) shall be custodian of the P.T. Record Book, b) shall catalog in the Record Book each event, and in an appropriate manner, c) shall keep the minutes of all the meeting of P.T. and Executive Board, d) shall answer all mail as directed by the President, e) shall be custodian of P.T.-owned books and periodicals and make them available to members as directed by the President, f) shall act as Second vice President until such time as one is elected, g) and shall carry on any other duties as necessary.

Section 7 **Treasurer** a) shall assume the duties of the office of Treasurer upon completion of an approved audit of the previous treasurer's records, b) shall receive and take charge of all funds and securities of P.T., receive dues and a record of membership from the Membership Coordinator,

- c) shall deposit monies to the credit of the P.T. in a banking institution approved by the P.T. President, d) shall disburse monies of the P.T. as authorized by the P.T. President, e) shall keep a full account of all receipts and expenditures, f) shall submit the financial records of the P.T. to a Certified Public Accountant (CPA) approved by the Executive Board for audit at the end of the fiscal year and make preparations for necessary Internal Revenue Service reports, g) shall present the CPA report at the Annual Meeting for approval, h) shall (when funds exceed \$2000, as an average daily balance for a period of six successive months) furnish bond in the amount authorized by the

- Executive Board and paid for by the P.T. Treasury,
- i) and shall, upon completion of the requirements for establishment of a nonprofit organization in the State of South Carolina, be the registered agent and registered office in accordance with the Nonprofit Corporation Act.

Section 8 Membership Coordinator a) shall keep a complete and accurate record of all members and their addresses and/or resignations, and dates of joining, resignation or re-instatement, b) shall keep the President informed of the number of members and provide information to the Executive Board as necessary, c) shall notify all members of upcoming meetings and activities.

Section 9 Webmaster a) is an office appointed by the Executive Board, b) may serve for an indeterminate term, c) shall prepare information and post on the P.T. website, d) shall maintain the website monthly and update as needed e) shall approve materials with the President prior to posting.

ARTICLE VII: Duties of Standing Committees

Section 1 The Standing Committees Standing committees shall be: Budget and Finance, By-Laws, Tat Day and Credentials.

Section 2 Budget and Finance Committee a) shall be the President, Treasurer, Membership Coordinator and one other P.T. member appointed by the President, b) shall select the chairman from this committee, c) shall submit in writing to all members of the Executive Board present at the Annual Meeting a proposed budget for the next year for consideration and recommendation. The final budget shall be adopted at the first Executive Board meeting following the Annual Meeting, hereinafter known as the Post Board meeting.

Section 3 Bylaws Committee a) shall be composed of three (3) members appointed by the President of P.T., b) shall consider edit and correlate amendments submitted to the Executive Board,
c) the Parliamentarian shall be chairman of this committee.

Section 4 Credentials Committee a) shall be the Tat Day Chair(s), Membership Coordinator and one other P.T. member appointed by the President of the P.T.,
b) shall ensure that only qualified members are in attendance at the Annual Meeting and certify such numbers to the Secretary for the purpose of establishing a quorum.

Section 5 Tat Day Committee a) shall plan and hold an annual Tat Day, b) and shall

have a chair and/or co-chair appointed by the Executive Board.

ARTICLE VIII: Election

Section 1 Voting shall be by ballot unless there is only one nominee for the office when voting shall be via voice.

Section 2 A majority shall elect.

Section 3 Newly elected officers shall be installed and assume office at the next P.T. Stated Meeting after the Annual Meeting at which they were elected.

Section 4 Nominations may be made from the floor at the Annual Meeting.

ARTICLE IX: Executive Board

Section 1 **Executive Board**

- a. shall also be known as the Board of Directors,
- b. shall carry out the purposes of the P.T. according to its Bylaws,
- c. shall be composed of the Elected Officers, Webmaster and the immediate Past President (if not serving as a member of the current Elected Officers),
- d. shall select the Appointed Officers (proposed candidate(s) must be present or have consent obtained in writing prior to selection),
- e. shall meet prior to and immediately following the P.T. Annual Meeting,
- f. shall have charge of the business funds and property of the P.T. in the interim between Annual Meetings, and shall render a report of such employees as are necessary, and shall set the salary in accordance to Federal and State laws which govern the P.T.,
- g. shall have the authorization to conduct business by mail, e-mail, fax and/or telephone as required,
- h. shall need 1/3 of the Executive Board to constitute a quorum at each P.T. Board meeting,
- i. shall have an affirmative vote of 1/3 to constitute adoption,
- j. shall not impose any liability or levy any assessment upon the members,
- k. shall jointly decide the disposition of any gifts and endowments, according to the wishes of the giver and in the spirit of these Bylaws.

ARTICLE X: Special Committees

Section 1 Special committees shall submit a written report to the Executive Board according to a schedule determined by the Executive Board.

Section 2 Nominating Committee members shall notify P.T. membership of the principle slate of officers at least thirty (30) days prior to the Annual Meeting.

ARTICLE XI: Discipline

Section 1 Should a member engage in conduct that is harmful to the good reputation and objectives of the P.T., charges may be preferred by an objecting member to the Executive Board.

Section 2 The Executive Board shall consider the charges and bring in a decision of not guilty or permanent suspension of the membership.

Section 3 The decision of the Executive Board shall be final.

ARTICLE XII: Amendments

Section 1 These Bylaws may be amended at an Annual Meeting: by a majority vote of the members present provided previous notice has been given to the members of the P.T. and published to the website at least thirty (30) days in advance of the meeting. **A simple majority ratifies the proposed amendments.**

a) Section 2

If a determination is made by the Bylaws Committee that amendments are in order other than the Annual Meeting, notification should be made to the membership via official communication (P.T.'s website or U.S. Postal Service at least thirty (30) days in advance of the proposed ratification. A simple majority ratifies the proposed amendments.

ARTICLE XIII: Articles of Dissolution

In case of Dissolution of the Palmetto Tatters Guild and its termination as a nonprofit organization, the assets remaining in P.T. funds after all liabilities are paid shall be distributed to some organization which is exempt from Income Taxation under the provision of the Internal Revenue Code and the Statute of the State of South Carolina. The organization or organizations to which the funds may be distributed shall be determined by a majority vote at a special meeting called for the purpose. Thirty (30) days advance notice in writing to each voting member in good standing shall be given.

¶ Also, in case of the dissolution of the Palmetto Tatters Guild, all I.O.L.I. chartering paraphernalia, including the Charter and President's pin will be returned to the st Vice President of I.O.L.I. at the time of dissolution.

These Bylaws supersede all previous Bylaws.