

BUFFALO QUILTING GALS QUILT GUILD GUIDELINES

Approved February 11, 2017

1. The purpose of the Buffalo Quilting Gals Quilt Guild (BQG) is to promote the history, tradition, and the art of quilting through friendship, learning, and service to the community.
2. BQG meets at 9:00 AM on the second Saturday of each month at St. Luke's Episcopal Church, Onderdonk Hall, with the exception of March and August. In lieu of the March meeting a program for National Quilting Day and the March Quilt Show is held at the Johnson County Library on the third Saturday in March. No meeting is held in August because of member participation at the Johnson County Fair.
3. The elected officers of BQG are the President, Vice President, Secretary and Treasurer. Officers are elected at the annual meeting in December by a majority of members present and assume their duties at the January meeting and hold office for one year. The Treasurer will serve for two years. The Vice President will move into the office of President in the following year.
4. In addition to the elected officers, the volunteer committee chairs for Hospitality, Programs, Service Projects, Historian, Fair, Library Quilt Show, Newsletter Editor and Web Mistress will serve as members of the Board to conduct guild business. Committee chairs volunteer for one year and Board meeting attendance will be requested as necessary.
5. Dues are \$20 per year, payable in January for the calendar year. New members joining after August will be credited for the following year. After the January meeting the membership list will reflect all paid members for the current year.
6. The News and Notes newsletter is available on the web site at <http://buffaloquiltinggals.weebly.com>. Members without internet access provide self-addressed, stamped envelopes to the newsletter editor for paper copies of the newsletter.
7. BQG provides an annual donation of \$25 to the Wyoming State Fair and \$50 will be awarded by the BQG directly to the winner of Best of Show in the Quilt Division as determined at the Johnson County Fair. BQG also gives a Past-President award of \$25.00.
8. BQG and the Johnson County Library co-sponsor an Annual Quilt Display at the Johnson County Library in March. The club will award the Viewer's Choice quilt owner with a certificate.
9. The membership will determine in January, based on our budget, how many Quilts of Valor quilts will be sponsored by our club for the upcoming year.
10. The annual budget will be prepared by the Board by the February meeting and approved by the membership with itemized requests from officers and committees. Expenses above the approved budget exceeding the amount of \$50.00 must be presented and approved by the general membership present at the next general meeting. In the event of a required purchase where time does not permit a vote at the meeting an email will be sent to members with a timeframe for voting for or against the expense prior to the expense being incurred.
11. The Board will conduct a monthly Board meeting. Any interested members are invited to attend. Board members include elected officers and committee chairs.
12. Annually the Past-President and the incoming President will conduct and record an inventory of club equipment and supplies.
13. These guidelines may be changed at any time, with membership approval.