

**BY-LAWS OF
THE BIG CANOE ARTISTS CLUB**

I. NAME

The name of this organization shall be **THE BIG CANOE ARTISTS CLUB**, hereinafter referred to as "**The Club**".

II. OBJECTIVES

To promote appreciation of art in various media, within our Big Canoe community and in the larger community of North Georgia in which we live.

III. MEMBERSHIP

1. Membership shall be limited to:
 - a. Full and part time resident property owners of Big Canoe or leasing tenants of Big Canoe that support the objectives of **The Club**.
 - b. Honorary members, defined as previous members under the above guidelines, that have paid dues but no longer own or reside in Big Canoe. Honorary members do not have voting rights.
2. Dues are payable on or before the first meeting of the year for the January through December calendar year of each year in order to remain a member in good standing.

IV. RULES OF ORDER

Parliamentary procedure based on Robert's Rules of Order shall be observed at all meetings of **The Club**, the Board of Directors, and all committees.

V. QUORUM

Twenty percent of the membership shall constitute a quorum at any meeting.

VI. AMENDMENTS

These By-Laws may be amended by two-thirds vote of a quorum of the membership, provided such amendments shall be plainly stated in writing thirty days prior to the meeting. They may also be amended at any annual meeting without previous notice, by the unanimous vote of all active members present.

VII. PRIVILEGES AND OBLIGATIONS OF MEMBERS

1. Only members in good standing (dues paid) shall be entitled to vote in elections or on amendments to By-Laws.
2. Only members in good standing can exhibit with **The Club**.

VIII. OFFICERS

1. The officers of **The Club** shall be President, Vice-President, Treasurer, and Secretary.
2. In the event there are Co-Presidents and no Vice-President, one will be responsible for Program and one for Administration. (See organizational chart.)
3. Duties of the President:

- a. In collaboration with club officers, schedule meetings and events for the next year.
 - b. Preside over meetings of officers and committee chairs.
 - c. Preside over meetings of general membership.
 - d. Oversee and direct activities and duties of officers and committee chairs.
 - e. Appoint a nominating committee to select officers for the next year.
 - f. All Administration Committee Chairs and positions report to the President.
4. Duties of the Vice-President:
- a. Act as President when the President is absent.
 - b. All Program Chairs report to the Vice President.
5. Duties of the Treasurer:
- a. Collect membership dues and maintain bank account.
 - b. Pay any bills generated by **The Club**.
6. Duties of the Secretary:
- a. Take, prepare, and maintain minutes of any meetings of the officers and general membership.
 - b. Distribute copies of the minutes to officers, committee chairs, and members.
 - c. Write any correspondence needed.

IX. BOARD OF DIRECTORS

1. The Board of Directors shall consist of the officers of **The Club** and the Immediate Past President(s).
2. Board members are required to attend all board meetings.
3. No person shall have more than one vote regardless of his or her position.

X. ELECTION OF OFFICERS

1. Section 1. The President or Co-President Administration shall appoint 3 members to serve as the nominating committee. The slate shall be presented at least one month prior to the annual meeting. Acceptance of the nomination by all candidates shall be obtained before presentation.
2. Section 2. Election of officers shall take place at the annual meeting in January, and they shall assume their respective offices at the close of the annual meeting.
3. Section 3. Elected officers shall receive a majority of the votes cast.

XI. MEETINGS

1. The annual meeting shall be held in January of each year.
2. Meetings shall be held on a regular basis as determined by the board.
3. Special meetings may be called by the President, Co-Presidents, or by any three active members. The call for a special meeting must state the business to be transacted, and no other business shall be transacted except that specified in the call.

XII.COMMITTEES

1. Program:
 - a. Plan programs for membership meetings (guest speakers, demos, etc.).
 - b. Select location and time of meeting.
 - c. Notify members.
2. Exhibits:
 - a. Plan, prepare, and coordinate exhibits, including advertising and setting up panels, hanging, and refreshments. Arrange to procure the stored panels.
 - b. Send reminders to all members re exhibits.
3. Publicity:
 - a. Prepare announcements for news media before each exhibit.
 - b. Place flyers in pertinent locations in Big Canoe and surrounding neighborhoods.
 - c. Place pictures and articles in local papers as appropriate. **The Club** photographer shall be a member of this committee.
4. Rules:
 - a. Set up membership categories and requirements (i.e., work to exhibit).
 - b. Edit By-Laws as needed; present to members for approval; distribute to members.
 - c. Any work displayed on the BCAC webpage is subject to the Rules Committee's approval.
5. Nominating Committee:
 - a. Interview potential candidates for office for next year and obtain consent to serve.
 - b. Select a slate of officers for next year and present them to the membership at the annual meeting for voting.
6. Social:
 - a. Plan, prepare, and coordinate the holiday party and other social gatherings throughout the year.
 - b. Notify members of social gatherings.

XIII.EXHIBITIONS

1. Only original works of art shall be accepted for any **Club** exhibit. Reproductions must be labeled as such.
2. The Board of Directors may issue additional pertinent rules for respective shows that they may organize.

XIV.FINANCE AND DUES

1. The fiscal year shall begin January 1 and run through December 31.
2. Dues shall have been paid for a member to be in good standing.
3. Member dues shall be \$20.00.

XV. APPROVAL

These By-Laws will be presented to the membership for approval by a two-thirds (2/3) vote of a quorum of the membership present. With membership approval, these By-Laws repeal and supersede any other By-Laws of **The Club**, together with any amendments made to such prior By-Laws.

Thom Long, Co-President

Date

Jim Francis, Co-President

Date