

Standing Rules of LaCrosse Area Quilters

Meetings: Regular meetings shall be held on the fourth Tuesday of every month, with August and December being reserved for social gatherings.

Guests: Guest are welcome to attend two regular meetings, but will be expected to join if further attendance is desired.

Name Tags: Members shall wear a name tag to every meeting. If you happen to forget- a name tag may be purchased for 25 cents at the welcome table.

Refreshments: Members may bring their own beverages. Water will be provided by the meeting venue. Refreshment breaks will occur if time allows. Volunteers will sign up to bring refreshments to the meetings, in accordance with rules of the venue.

Hospitality: Members who provide a place to stay to anyone we bring in for a program or workshop, will be compensated \$25 for their hospitality.

Member led Program: A member who leads a meeting program shall have supplies reimbursed by the guild, not to exceed \$100. An overage will need the approval of the Programs Chairperson(s) in order to be reimbursed.

Workshops: Members who teach a workshop will receive a payment of \$50. Teachers supply expenses will be paid for by the program budget, along with any room rental fees. The attendees will pay for necessary supplies and any meals.

Group Quilt: This is a learning opportunity that will result in a member made quilt. There will be a drawing for the quilt at the August Banquet. All members who have paid their dues by February 28th will be entered in the drawing, as well as an additional entry for each member who worked on the quilt. The person whose name is drawn has the option to decline winning and another name will be drawn. As the winner- the group quilt is now yours- to keep, donate back to the guild, gift, etc. A group quilt planning committee, organized by the Vice President, will be formed at the September meeting. The winner of the group quilt may be a part of the committee, but is not required. The planning committee will work to decide the next quilt, which ideally is made of scraps and full to queen size, as well as assign tasks for committee members in order to complete the group quilt by the June meeting.

Promotional Products: Promotional items should use the guild's current logo. Committee members work with chairperson(s), while individual members seek board approval.

Roles of Standing Committees:

A Chairperson(s) is appointed to oversee each standing committee as per the Bylaws. The responsibilities include selecting committee members if needed, keeping of records to remain within budget, and delegating tasks to committee members. Committee members must seek approval from the Chairperson(s) for expenses before seeking reimbursement from the Treasurer.

- (a) **Sunshine:** Shall send a card of sympathy to Guild members in the event of illness, hospitalization, or death of immediate family members as appropriate.
- (b) **Quilt Show Chair:** Works under the direction of the Board. Responsible for obtaining a date and venue for the quilt show. Shall have final say as to where quilts are hung. Shall recommend monetary prizes. Responsible for selecting committee members to fulfill the tasks required of quilt show planning, such as: publicity, raffle quilt and tickets, the Boutique, the Merchants Mall, refreshments, making of the award ribbons, and categorizing and receiving entries. Shall be responsible for completing or delegating additional tasks that arise in the planning process.
- (c) **Membership:** Responsible for publishing and distributing the yearly Guild membership directory.
- (d) **Giving from the Heart:** Responsible for coordinating materials, project ideas and members in their efforts to complete projects for donation. Shall be the liaison between the Guild and the community for this venture.
- (e) **Retreat:** Responsible for organizing the quilt retreat.
- (f) **Web Master:** Shall maintain and publish announcements, upcoming events, and other items to the Guild's webpage.
- (g) **Social Media Team:** Shall coordinate Guild news through Facebook and other social media.

Amended 11/2010, 9/2021, 2/2022, 10/2022