

## **Policies and Procedures: General**

### **Membership**

Membership shall be open to all persons desiring to participate in the activities of the association and shall not reflect any discrimination on the basis of race, creed, or gender. Dues must be current for valid membership. The membership year is July to June.

### **Dues**

Membership dues are payable in July of each year. Dues collection for the upcoming membership year may begin in June. Dues must be paid by Sept. 30<sup>th</sup> to be included in the current-year roster and to continue receiving Guild emails & other communications. Members joining after January of the membership year shall pay one-half of the membership dues.

The dues for the 2019-2020 membership year are \$50.00

### **Mid-term vacancies**

If a vacancy occurs mid-term for offices other than President, and more than 2 months remain in the term, an election will be held at the meeting immediately following the one at which the board shall nominate a member who has agreed to fulfil the vacated office's remaining term. Normal election procedure will be followed for nominations from the floor.

### **Privacy and Permissions**

When signing up for membership in the Guild, you will be required to provide your name, email address, mailing address, and phone number for the membership roster. Optional is your birthday. This roster is distributed to the membership so that members can communicate and share with each other. It is used by the guild to communicate with the membership. It shall not be used or distributed for any commercial use or personal gain by the guild or a member or the guild.

### **Mass Emails**

The elected Officers may send out messages to the membership which consist of announcements about guild activities, meeting reminders, minutes, agendas, etc. Committees and/or members may submit messages to elected officers for approval & distribution to the membership via email.

If the notice is about a member, the notice must have prior approval from the person about whom the notice is written.

### **Guild Property**

The guild will not loan any guild property such as display rack, retreat/workshop equipment, etc. to the members or other organizations. Requests can be made to the board and the board may grant an exception.

### **Participation With Other Guilds**

Invitations from other guilds to participate and share activities shall be presented to an elected officer for approval prior to distribution to the membership.

### **Solicitation**

Solicitation is the request by members, visitors or businesses to advertise the purchase of goods or services for profit.

No for-profit oral or paper advertisement is permitted at meetings, or on our social media sites, unless they are sponsoring a Guild event or project. Members may provide a link to their quilt related businesses on our website and social media sites. Flyers for upcoming quilt shows or quilt related information from other guilds or quilt organizations are permitted at the hospitality table and can be included in our mass email announcements and as links on our web site and social media sites, consistent with the Guild's Social Media & Website policies.

**Sales**

Members or guests may not sell items at meetings. An exception, with prior approval from the President or Program Director, quilt guilds in the area may sell charity/opportunity quilt raffle tickets at a meeting of the guild. Speakers may sell items related to their presentation if stipulated/arranged in their contract with the guild.