

The Society of Glass Beadmakers, Mid-Atlantic

A chapter of the International Society of Glass Beadmakers, Inc.

Code of Regulationsⁱ

Article I Name and Purpose

Section 1.1 Name

The name of this chapter of the International Society of Glass Beadmakers, Inc. will be The Society of Glass Beadmakers, Mid-Atlantic, hereafter referred to as the Chapter.

Section 1.2 Purpose

This Chapter is organized and is to be operated specifically:

- a. to preserve the rich and diverse traditions of the art of glass beadmaking and glassworking techniques;
- b. to promote educational initiatives on historical, as well as, contemporary techniques and trends;
- c. to establish programs which promote the art of glass beadmaking and glassworking to the general public, as well as among collectors, potential collectors, museums, the arts community, and educational facilities; and
- d. to institute communications, networking support, and professional development among the glass beadmakers in the Mid-Atlantic area.

Article II Members

Section 2.1 Membership

Membership in the Chapter shall be open on a non-discriminatory basis to all individuals and groups who are interested in supporting contemporary glass beadmaking, who pay dues at rates established by the Board, and who abide by the regulations and standing rules of the chapter. Membership is not limited by race, color, creed, sex, national origin or sexual orientation.

Section 2.2 Levels of Membershipⁱⁱ

Regular members: regular members are categorized as those who have paid dues for the fiscal year and satisfy all other requirements to be in “good standing.”

Honorary/Complimentary members: those who have such status granted by the Chapter. The membership time frame is established by the Chapter at the time of granting such status.

Any levels of membership may be established at the discretion of the Board.

Section 2.3 Votingⁱⁱⁱ

Each member in good standing shall be entitled to one vote in all general and special elections submitted to a vote by the members

Honorary/Complimentary and lapsed members are not qualified to vote.

Voting may occur via written mail, electronic mail, fax or other electronic means as established by the Board. Voting by proxy is not permitted.

Section 2.4 Termination of Membership^{iv}

Membership will be terminated by a majority vote of the Board present at a regular or special meeting if any of the following events occur:

- a. dues are not paid by the date set by the Chapter,
- b. other financial obligations to the Chapter are not paid within time constraints set by the Chapter,
- c. violations of the Code of Regulations, standing rules, or other behaviors that threaten the well-being of individuals of the Chapter occur.

All rights of a member shall cease on termination of membership as herein provided. Annual dues paid will not be refunded upon termination of membership.

Section 2.5 Resignation^v

Membership in the Chapter is considered continual unless a member declares in writing a desire to resign. Resignation does not relieve the member of any accrued and/or unpaid obligations to the Chapter. Annual dues will not be refunded upon resignation.

Section 2.6 Definitions^{vi}

Good standing: a member in “good standing” is one whose membership has not been terminated; who has not resigned; and whose financial obligations to the Chapter have been met.

Regular elections: Elections for Chapter proceedings such as the vote for Officers of the Chapter. These election votes are by a majority of members of the Chapter

Special elections: Elections called by the Board for Chapter proceedings which are not done in regular elections, such as fulfilling a vacancy on the Board. These election votes may be by a majority of the members of the Chapter or a majority of members at Chapter meetings.

Article III Dues

Section 3.1 Dues^{vii}

All regular members shall pay annual dues. The amount, method of payment, and all other details regarding dues will be determined and may be changed by the Board. Dues will be announced to the membership prior to January 1 of the year the dues change will go into effect.

Section 3.2 Variances

From time to time, the Board may create variances from the established dues structure. For example, if a member must receive a printed newsletter their dues may be higher to accommodate the additional cost.

Section 3.3 Lapsed and New Member Dues^{viii}

New members and lapsed members who pay dues in the last quarter of the membership period will be granted paid membership status at the start of the following fiscal year. Lapsed members are defined as past members who are not current in their membership payments.

Article IV Officers of the Chapter^{ix}

Section 4.1 Officers

The Officers of the Chapter shall be the President, Vice-President, Treasurer and Secretary. These Officers comprise the Board of Directors (Board) of the Chapter. All Officers of the Chapter must be members in good standing with the Chapter and the International Society of Glass Beadmakers (ISGB).

Section 4.2 Election of Officers

The Officers of the Chapter will be elected by a vote of the membership in a regular election. The election will be held annually, as necessary.

Section 4.3 Terms of Office

All Officers shall hold office for a term of two [fiscal] years or until removed as herein provided. Officers nearing the end of their two [fiscal] year term may run for re-election for another two [fiscal] year term. There will be no term limits on these positions.

Section 4.4 Duties of the Officers

President: The President shall:

- a. shall have and exercise general charge and supervision of the affairs of the Chapter.
- b. preside at all meetings of the Board and Chapter unless another person is designated by the President.

Vice-President: The Vice-President shall:

- a. at the request of the President, or in the event of the absence or disability of the President, the Vice-President shall perform the duties and when so acting shall have all the powers of, and be subject to the restrictions of the office of the President.
- b. oversee all educational initiatives and programs of the Chapter
- c. explore and research avenues to extend educational opportunities to the members of the Chapter.

Secretary: The Secretary shall:

- a. keep a copy of the Code of Regulations as amended or otherwise altered to date.
- b. prepare and preserve copies of the minutes of the meetings of the Board and Chapter meetings
- c. keep a copy of documents of the Chapter, such as the Code of Regulations, official contracts, correspondence, etc.
- d. maintain and preserve a membership roster containing the name and address of any members, and, in the case where any membership is terminated shall record such fact in the membership roster with the date the membership ceased.
- e. oversee all elections conducted by the Chapter
- f. distribute information to the members
- g. maintain communication with the National Organization via the Regional Director.

Treasurer: The Treasurer shall:

- a. have charge and custody of, and be responsible for, all funds and securities of the Chapter, and deposit all such funds in the name of the Chapter in such banks, or other depositories as shall be selected by the Board.
- b. Keep and maintain accurate and correct accounts of the Chapter transactions, including receipts and disbursements

The Board, at its discretion, may appoint an assistant to any of the Officers. Any assistant, so appointed, is not a member of the Board. That assistant will report directly to the specific officer to which he/she has been appointed.

Section 4.5 Vacancies^x

In case any office of the Board becomes vacant by death, resignation, retirement, disqualification, or any other cause, the office may be filled by appointment of the President, subject to affirmative vote of the majority of the Chapter membership, although such majority may not constitute a quorum, present at any regular or special meeting called for that purpose.

Section 4.6 Removal and resignation of Officers^{xi}

Resignation: Any officer may resign from office at any time by written notice to the Board. Such resignation shall be effective upon receipt of such notice by the Board unless another effective date shall be specified.

Removal: Any Officer may be proposed for removal, either with or without cause, at any time, by a vote of the majority of the Officers then serving. Any Officer proposed to be removed shall be entitled to at least ten (10) days notice, in writing by mail, of the meeting of the Chapter at which such removal is to be voted on. The officer is entitled to appear before and be heard by the members at such a meeting. The decision of the membership, present at the meeting, is final, binding, and cannot be appealed.

Should any Officer be absent from four consecutive meetings of the Chapter or any committee without sending communication to the President or his/her designee stating the reasons for such absence, or if these reasons should not be accepted by the Officers, the members may by resolution declare his/her seat vacant and may proceed to fill the vacancy thus created in accordance with Article IV, Section 4.5.

Section 4.7 Non-liability of Officers^{xii}

The Officers shall not be personally liable for the debts, liabilities, or other obligations of the Chapter.

Article V Meetings

Section 5.1 Regular Meetings

Regular meetings of the Society of Glass Beadmakers, Mid-Atlantic shall be held at least four times a year, at such times and at such places as shall be determined by the Chapter. Regular meetings will not take place during the months of August (due to the Gathering) and December.

Section 5.2 Special Meetings

Special meetings of the Officers may be called by the President or Vice-President acting in the capacity of the President.

Section 5.3 Notice of Meetings^{xiii}

Notice of meetings will be sent via e-mail and/or regular mail no later than 2 weeks before the next meeting.

Section 5.4

This section was repealed March 29, 2008

Section 5.5 Quorum for meetings^{xiv}

A quorum shall consist of 10% of the members in good standing.

Section 5.6 Rules of Order^{xv}

Unless otherwise established by the Board or by a vote of the membership, all meetings shall be governed by the rules of order defined in *The Standard Code of Parliamentary Procedure* by Sturgis, Alice, 4th edition or later.

Article VI Committees

Section 6.1 Committees

The Board may by general resolution delegate to committees or to officers of the Chapter such powers as they may see fit. Each committee shall consist of two or more members and must be chaired by an Officer. Any committee charged with review of matters relating to finance, personnel, or legal issues must be comprised only of current members of the Board.

Section 6.2 Appointment

The Officers shall have the power to create committees of its members to exercise such powers as are specifically delegated by resolution of the Chapter. All such committees shall have the power to establish written rules and regulations to conduct their business, consistent with the laws of the State of Maryland and this Code of Regulations, and shall keep written records of their proceedings, which shall be maintained by the Chapter. The President or designee shall oversee the Committee.

Section 6.3 Other Committees

Other committees (for special events such as a bead show) may be appointed by the Board with concurrence of the Chapter members for such tasks as circumstances warrant. Such committees shall limit their activities to the accomplishment of the particular tasks for which they are created. Upon completion of its assigned task, each such committee shall stand discharged

Article VII Contracts, Checks, Deposits and Funds

Section 7.1 Contracts

The Board, except as this Code of Regulations provide, may authorize any member of the Chapter to enter into contract or execute and deliver any instrument in the name of the Chapter, and such authority may be general or confined to a specific instance. Unless so authorized by the Board, no Officer, agent, or employee shall have any power or authority to bind the Chapter by any contract or engagement or to pledge its credit or render it monetarily liable for any purpose or any amount.

Section 7.2 Bills, Notes, etc

All bills payable, notes, checks, or other negotiable instruments of the Chapter shall be made in the name of the Society of Glass Beadmakers, Mid-Atlantic and shall be signed in accordance with resolutions duly adopted by the Chapter. No Officer, either singly or jointly with others, shall have the power to make any bills payable, notes, checks, drafts, warrants or other negotiable instruments or endorse the same in the name of the Society of Glass Beadmakers, Mid-Atlantic, except as herein expressly prescribed and provided.

Section 7.3 Deposits^{xvi}

All funds of the Chapter shall be deposited, from time to time, to the credit of the Chapter in such FDIC insured banks, credit unions, or other depositories as the Board may select.

Section 7.4 Gifts^{xvii}

The Board may accept, on behalf of the Chapter, any contribution, gift, or bequest for the purposes of the Chapter.

Article VIII Fiscal Year^{xviii}

The fiscal year of the Chapter shall begin on January 1st and end on December 31st.

Article IX Books and Records

There shall be kept correct and complete books and records of the accounts and minutes of the proceeding of the Society of Glass Beadmakers, Mid-Atlantic. Minutes of the Chapter meetings will be made available to the members.

Article X Amendments

This Code of Regulations may be altered, amended, repealed, or added to by affirmative vote of a majority of the members of the Society of Glass Beadmakers, Mid-Atlantic casting votes, provided that written notice shall have been sent to all members, which notice shall state the alterations, amendments, or changes proposed to be made in this Code of Regulations. Only such changes as have been specified in the notice shall be subject to a vote.

ⁱ The previous version of the Code may have been enacted in 1998. There is no date in the minutes at the first meeting, January 17, 1998 as to the initiation of the Code. This version of the Code of Regulations was voted on and effective as of March 29, 2008.

ⁱⁱ Revised, March 29, 2008.

ⁱⁱⁱ Revised, March 29,2008.

^{iv} Revised, March 29,2008.

^v Revised, March 29,2008.

^{vi} New section added March 29,2008

^{vii} Revised, March 29,2008.

^{viii} Revised, March 29,2008.

^{ix} Revised, March 29,2008.

^x Revised and new section number, March 29, 2008.

^{xi} Revised and new section number, March 29, 2008

^{xii} New section added, March 29, 2008.

^{xiii} Revised, March 29,2008

^{xiv} New section added, March 29, 2008

^{xv} New section added, March 29, 2008

^{xvi} Revised, March 29,2008

^{xvii} New section added, March 29, 2008

^{xviii} Revised, March 29,2008