

RICHARDSON CIVIC ART SOCIETY BYLAWS

ARTICLE I - NAME

The name of this organization shall be the Richardson Civic Art Society (RCAS).

ARTICLE II - OBJECTIVES AND GOALS

The Richardson Civic Art Society is organized as a nonprofit society and shall be operated for the charitable and educational purposes of establishing, maintaining, exhibiting, promoting, and/or operating programs which will further the development and advancement of original works in the field of creative arts.

ARTICLE III - MEMBERSHIP

Section 1

Membership in this group shall be open to any person or husband and wife applying for same unless rejected for cause.

Section 2

Annual membership dues shall be an amount set by the Board of Trustees by a two thirds (2/3) majority vote and shall be payable before the month of June. New members paying dues from January 1 to May 31 will pay one-half of the annual dues. The fiscal year of RCAS shall run from June 1 through May 31.

Section 3

Membership in RCAS is automatically terminated upon nonpayment of dues, resignation, or by a three fourths (3/4) vote of the Board of Trustees for cause.

Section 4

Honorary membership may be granted by the Board of Trustees to any person who contributes in an outstanding way to RCAS.

ARTICLE IV - GOVERNMENT

Section 1

The Government of RCAS shall be vested in a Board of Trustees, which shall number at least eight percent (8%) of the total membership, but shall not exceed twenty (20) in number, the exact number to be determined by the Board of Trustees three months prior to each election of the Board.

Section 2

The Board of Trustees may hold office for a term of three (3) years. Board members may succeed themselves.

Section 3

Vacancies in any office or on the Board of Trustees, other than by expiration of term of office, may be filled at the discretion of the members present by a majority vote at any regular meeting. The persons so appointed by the Board shall fulfill the term vacated and may be elected for a succeeding term in the same office.

Section 4

The board of Trustees shall have control and management of all property, effects, and assets of RCAS, shall exercise a general superintendence of the affairs of RCAS, shall make all necessary contracts on behalf of RCAS, and shall have full authority for the transaction of all business incident to the objectives of RCAS.

Section 5 - Officers

The officers shall consist of a President, Vice-President, Secretary and a Treasurer. Each of the officers shall hold office beginning with their election and shall continue to hold office for one year or until their successors shall be elected. RCAS may from time to time, if in the opinion of the

Board of Trustees circumstances justify, elect such honorary or emeritus officers as it deems wise. All officers shall automatically be Board members.

Section 6 - Duties of Officers

The PRESIDENT shall preside over all meetings and shall appoint all committee chairpersons as they are needed.

The VICE PRESIDENT shall preside in the absence of the President. He/she shall be responsible for the programs for the general meetings from September through May along with obtaining the meeting place and arranging for necessary equipment or aid that the speaker may require. He/she shall act as parliamentarian for RCAS and when the need arises shall advise the President in parliamentary procedure.

The SECRETARY shall keep minutes of the Board of Trustees and the General Membership Meetings. He/she shall be responsible for RCAS correspondence, including cards and flowers to the membership.

The TREASURER shall be responsible for maintaining an accurate record of the RCAS assets; shall pay all authorized expenses of RCAS by check, shall make a Treasurer's Report at each Board of Trustees Meeting and at any other time when directed to do so by the President. If the income of any activity is in excess of its expenses, such income shall go into the general fund of this organization to further its aims and assist in the organization of other activities. He/she shall seek out ways of obtaining funds for special projects, publications or operating expenses. Funds may be obtained from Patrons, Corporations, etc. on local, state and national levels.

Section 7 - Committee Chairpersons

The Committee Chairpersons shall select their own co-chairpersons and committees. They shall be responsible for the effective functioning of their committee. They shall be responsible for the collection of money associated with the activities of their committee and shall present money collected with a written report to the Treasurer. A written report of committee activities shall be made to the Board of Trustees and copies provided to the Treasurer, Secretary and President. They shall be responsible for the care and safekeeping of the meeting places necessary to carry out the committee activities.

Section 8 - Duties of Committee Chairpersons

The WORKSHOP CHAIRPERSON shall be responsible for and organize all workshops, taking care of the artist, location, registration and hosting the meeting. All workshops shall be prepared in conjunction with the Program Chairperson.

The MEMBERSHIP CHAIRPERSON shall be responsible for collecting the membership dues and the compiling of a membership list to be distributed to members in good standing by November 1st of each year. The membership list shall be prepared and presented to the Yearbook Chairperson.

The YEARBOOK CHAIRPERSON shall prepare the annual yearbook with the help of the Membership Chairperson.

The TELEPHONE CHAIRPERSON shall be responsible for the dissemination of information concerning club activities by organizing a committee to contact the entire membership by phone.

The SKETCHPAD EDITOR shall be responsible for the writing and printing of a monthly newsletter which will contain information of interest to the membership.

The HISTORIAN shall be responsible for compiling printed information and photographs for the purpose of reflecting the club activities for the year. The complete history of the previous year's activities will be available for perusal by the membership at meetings and functions. He/she shall also be keeper of the archives.

The HOSPITALITY CHAIRPERSON shall be responsible for seeing that provisions are made for adequate refreshments at the monthly meetings.

The LIBRARY CHAIRPERSON shall be the liaison for the club in all library connected activities to clear all dates for us on the library calendar.

The MAILING CHAIRPERSON shall be responsible for the organization's mailings, such as the newsletter, Membership Show, 50-Plus Show and other functions RCAS decides to introduce and continue as an annual event.

The PHOTOGRAPHER shall be responsible for taking pictures of shows, functions, and meetings for use in conjunction with news articles, and the History of RCAS.

The REGIONAL SHOW COMMITTEE shall be responsible for planning, prospectus, advertising, juror, receiving entries, hanging show, reception, awards and submitting a written report of the show to the Board of Trustees showing all debits and credits. The committee shall consist of Coordinator Liaison, Public Relations Liaison, Judge Liaison, Publications Liaison, Mailing Liaison, Communications Liaison, Show Liaison (receiving, hanging, take-down), and Reception Liaison.

YOUNG PEOPLE'S SCHOLARSHIP SHOW CHAIRPERSON shall be responsible for the planning, advertising, mailing, juror, receiving entries, hanging show and presenting awards. This show shall include all students grades 9-12 living in the City of Richardson or enrolled in the Richardson Independent School District.

THE MEMBERSHIP SHOW CHAIRPERSON shall be responsible for prospectus, advertising, juror, receiving entries, hanging show and awards, and submitting a written report of the show to the Board of Trustees showing all debits and credits.

THE 50-PLUS SHOW CHAIRPERSON shall be responsible for planning, prospectus, advertising, juror, receiving entries, hanging show, awards and submitting a written report of the show to the Board of Trustees showing all debits and credits.

SECTION 9

Upon dissolution of RCAS, all remaining assets in its possession will be donated to the City of Richardson for the purpose of advancing art, education and appreciation.

SECTION 10

It shall be the responsibility of each committee chairperson to submit to the President a written report detailing the operation of their committee at the close of its activities.

SECTION 11

RCAS will collect 20% of any sale of art work displayed in RCAS shows or any community shows or functions in which the society participates. These funds will be collected by the Treasurer.

SECTION 12 - RCAS SHOW DISPLAY POLICY

The following is the show display policy agreed on by RCAS and Richardson Public Library. Entries in RCAS shows shall imply the artist's acceptance of the policy. The Library serves a population diverse in age, philosophy, and culture. Sensitivity to this diversity requires certain guidelines for the public display of artwork.

Artwork must be displayed for the duration of the show. Early removal shall disqualify the artist from further participation in shows all RCAS shows for (1) complete cycle of shows. Artists must make their own arrangements for pick up. Artists must notify show chair of alternate pick up arrangements.

Artwork must be totally dry.

Artwork must be framed and ready to hang.

Watercolor and other fragile media must be under Plexiglas.

Artwork under glass will not be accepted with the exception of pastels.

Maximum size including mat and frame is not to exceed 42"X42".

Artwork must be hung either from screens or in areas designated by the Library.

Sawtooth hangers shall not be used.

Artwork must be original. Those entries which originated through workshops or in classes are excluded from RCAS shows where awards are merchandise and/or monetary.

Artwork must have been executed within the last two years. Those works which have been entered in one RCAS show (unless a cash prize winner) shall remain eligible for entry to other RCAS shows up to a limit of two years since execution.

Artwork must be displayed for the duration of the show.

Facilitation of acceptance and pick-up of artwork will be the responsibility of the RCAS.

Artwork depicting nudes or blatantly political will not be accepted.

RCAS reserves the right to refuse any entry.

The greatest possible care will be taken in handling artworks, but RCAS and/or Richardson Public Library will not be responsible for any loss or damage.

The library liaison to RCAS or the librarian in charge shall be consulted promptly if any entry is deemed questionable. It is the responsibility of RCAS to notify the artist if the artwork is rejected.

The responsibility for public displays, as for all library activities, rests with the Director of Library Services who operates under the direction of the City Manager.

ARTICLE V - NOMINATION AND ELECTION OF OFFICERS

SECTION 1

A nominating committee, consisting of a chairperson and two members, shall be selected by the Board of Trustees at the January meeting. The names of the committee's selected candidates shall be presented to the Board at their regular March meeting.

SECTION 2

Any member of the nominating committee may be a candidate for the Board of Trustees or for any office of RCAS.

SECTION 3

Members of the nominating committee may serve in that capacity for no more than two consecutive years.

SECTION 4

The nominating committee shall select candidates for the Officers and Trustee positions expiring the following May. A list of these candidates will be presented to the Board of Trustees at the March meeting and published in the April Newsletter.

SECTION 5

The proposed slate of officers shall be presented to the general membership, for formal approval and vote, at the April General Membership Meeting. Installation of officers shall take place at the May meeting.