

Bylaws

Triad Woodcarvers

Adopted December 12, 2022
Winston-Salem, NC

ARTICLE I. NAME

The official name of this club is “Triad Woodcarvers” and may be referred to as TWC.

ARTICLE II. PURPOSE

The purpose of TWC is to promote an interest in woodcarving for persons of all levels of woodcarving experience; to provide information, fellowship, education, and a resource of knowledge for all members; to encourage creativity; to explore new methods and techniques for advancing woodcarving as a creative craft and as a unique art form; and, to encourage membership in, and give support to, the National Wood Carvers Association.

ARTICLE III. MEMBERSHIP

Section 1. Membership is open to anyone over the age of 18 interested in the purpose of this organization.

Section 2. Junior membership is available at no charge for youths 14 to 18 years of age provided a parent or guardian joins and attends with the minor. Junior members have the same rights and responsibilities as a full member, but may not hold office. Youths younger than 14 may be considered by the Board of Directors (BOD) for membership, based on their interest in carving and past carving experience.

ARTICLE IV. DUES

Section 1. Dues shall be \$15.00 for each calendar year. Payable by the March meeting.

Section 2. Members not paying dues by March 1 will be taken off the rolls.

Section 3. New members joining during the year will pay a prorated amount, based on when they join, May – August: \$10.00, September – December: \$5.00. If a member joins on the last Monday of December, they will pay \$15.00 for the next year’s dues.

ARTICLE V. MEETINGS

Section 1. TWC will meet from 3:00 PM to 9:00 PM each Monday at Miller Park Community Center in Winston-Salem, NC unless otherwise announced. Members are encouraged to bring carvings to each meeting for show and tell.

Section 2. A business meeting will be held on the second Monday of each month at 6:00 PM for all members. All members are encouraged to attend and hear committee reports, treasurer reports, and information concerning club business and club activities.

Section 3. Alternate meeting times and places may be suggested by the BOD to the membership for ratification by simple majority.

Section 4. Committees will meet by order of their respective Chairs.

Section 5. The BOD shall meet at least once a year, called to meet by the President or four of the board members.

Section 6. BOD meetings are not open to general membership attendance unless invited upon request by a member to address the BOD. During BOD deliberations, all non-BOD members will be excused.

Section 7. Committee meetings are open to general membership attendance.

Section 8. All meetings may be tape recorded for accuracy for the Secretary in preparing the minutes and such tapes shall not be preserved for future reference.

ARTICLE VI. SPECIAL EVENTS

Carving seminars, workshops and other special events, including regular meetings involving expense over the budgeted amount must be approved by the BOD.

ARTICLE VII. QUORUM

The voting members present at any membership-wide meeting shall constitute a quorum.

ARTICLE VIII. BOARD OF DIRECTORS

Section 1. The BOD shall be the governing body of the organization and shall have all powers necessary to conduct the business of the organization consistent with these Bylaws.

Section 2. The BOD shall consist of three (3) directors and four (4) club officers.

Section 3. The BOD shall approve an annual budget at the first meeting of the calendar year.

Section 4. The BOD shall approve/disapprove the expenditure of club funds not described in the annual budget by simple majority.

ARTICLE IX. ELECTIONS

Section 1. Officers and Directors shall be elected by majority vote at the November meeting.

Section 2. The Nominating Committee shall provide a slate of candidates for Officer and Director to be published in the October newsletter.

Section 3. Nominations for candidates may be received from the floor the day of the election.

Section 4. The term of office is one year from January 1 through December 31.

Section 5. All Directors are elected to a three year, staggered term, with one new Director elected each year.

Section 6. Vacancies in the middle of terms shall be filled by the President until a mid-term election can be held by the voting membership to fill the vacancy.

Section 7. The Board of Director who is in their last year's term will serve as the Nominating Chairperson.

ARTICLE X. OFFICER DUTIES

Each Officer may appoint an assistant. This assistant will aid the Officer and may address the BOD but will not have voting rights.

Section 1. PRESIDENT

- a. Shall prepare the agenda and preside at all meetings.
- b. Shall notify all BOD members of a called meeting and the agenda.
- c. Shall regularly confer with all other officers to ensure the organization runs smoothly.
- d. Shall actively promote the total program and welfare of the organization.

Section 2. VICE PRESIDENT

- a. Shall assume all duties of the President in his/her absence.
- b. Shall be chair of the program committee.

Section 3. SECRETARY

- a. Shall act as custodian of all club records, membership rolls, minutes, and correspondence.
- b. Shall act as club correspondent and prepare a monthly newsletter to be sent to all members one week prior to each monthly meeting.

- c. Shall record minutes of all meetings.
- d. Shall prepare and distribute materials and data as directed by the club
- e. Shall provide members with a current copy of the club Bylaws. This may be accomplished electronically.
- f. Shall ensure our sponsor, Klingspor in Hickory, receives a copy of our updated roster by the end of March. Shall also notify Klingspor of any new members who join the club after March. This may be accomplished electronically.

Section 4. TREASURER

- a. Shall collect annual dues and provide paid members their membership card.
- b. Shall act as custodian of club funds and financial records, sharing co-signature on the club checking account with the President.
- c. Shall maintain a post office box for club correspondence.
- d. Shall coordinate with the Secretary to ensure the accuracy of club membership rolls and shall share access to the club PO Box.
- e. Shall reimburse members for club approved expenditures upon written request and submission of receipts and be responsible for the administration of all finances as directed by the club.
- f. Shall inform the club members monthly on the status of club finances.
- g. Shall arrange a year-end audit of club finances by an independent source and report the result to the members.

ARTICLE IX. COMMITTEES

Much of the work of TWC will be accomplished by committee. Annually the Vice President shall appoint a committee chair for the Nominating Committee. Each committee chair selected by the Nominating Committee will then be responsible for recruiting the help they need. Other special or temporary committees may be required and formed as the need arises. The need for such committees shall be determined by the club officer.

Section 1. PROGRAM COMMITTEE

- a. The club Vice President shall act as chair and select the members necessary to provide informative programs to keep the members active and interested.

Section 2. NOMINATING COMMITTEE

- a. The Board of Director who is in their last year's term will serve as the Nominating Committee Chairperson.
- b. The committee shall consist of three (3) members.
- c. They shall secure a slate of nominees for the election of Club Officers in November of each year.
- d. They shall also secure a chairman for the following committees:

Section 3. SOCIAL COMMITTEE

- a. The chair is recruited by the Nominating Committee who will select at least two (2) other members.
- b. Shall plan two annual social gatherings (party, picnic, etc.). They may arrange for a monthly activity such as drawings, door prizes, games, etc.
- c. Shall be responsible for the Honorary Carver of the Year Award.

Section 4. MEMBERSHIP AND PUBLIC RELATIONS COMMITTEE

- a. The chair is recruited by the Nominating Committee who will select at least two (2) other members.
- b. The committee shall actively recruit new members and inform them of privileges offered by the club.
- c. They are responsible for welcoming visitors and new members at meetings.
- d. They shall actively seek venues in the Triad area for continued public awareness of our organization in businesses, publications, demonstrations at public gatherings and with pamphlets or business cards.

Section 5. FUNDRAISING COMMITTEE

- a. The chair is recruited by the Nominating Committee who will select at least two (2) other members.
- b. They shall plan, organize and administer any fundraising required by the club to sustain the club's purpose.

Section 6. INFORMATION TECHNOLOGY (IT) COMMITTEE

- a. The chair is recruited by the Nominating Committee who will select at least two (2) other members.
- b. They shall monitor and update the club website and Facebook pages at least once a month.
- c. They shall post pictures and upcoming activities sent to them.

Section 7. SHOW COMMITTEE

- a. The chair is recruited by the Nominating Committee who will select at least two (2) others members.
- b. Shall be responsible to obtain venues, plan and organize an event that demonstrates carving and the possibility of selling carvings.

ARTICLE XII. HONORARY CARVER OF THE YEAR

Noting that the goal of the Triad Woodcarvers Club is to promote the art of woodcarving in the community, the following guidelines shall be used to nominate a member of the club for Honorary Carver of the Year:

- a. The individual must be an active adult member of the Triad Woodcarvers for at least two (2) years and demonstrate active participation in woodcarving events.
- b. The individual should be of high character, have a true desire to help others, and demonstrate his/her willingness to represent the club in a positive way as a member, club officer, board of director member, committee chair, carving instructor and the like.
- c. The individual should be sensitive to the need of other club members and help them achieve and/or enhance their woodcarving skill levels.
- d. The award will be given at the club's Christmas social.

ARTICLE XIII. BYLAWS

Proposed amendments approved by the BOD must be presented in writing or electronically to the membership two weeks in advance of voting by the membership. For adoption, each amendment must be ratified by two-thirds majority vote.

ARTICLE XIV. PARLIMENTARY AUTHORITY

The rules contained in *Robert's Rules of Order: Simplified and Applied* shall govern meetings where they are not in conflict with the Bylaws, rules of order, or other rules of TWC.

ARTICLE XV. LIQUIDATION UPON DISSOLUTION

No part of the assets of Triad Woodcarvers (TWC) shall inure to the benefit of any officer, director or member of the organization. Upon dissolution of the Association, the assets of the Association shall be, after due provisions have been made for the satisfaction of all liabilities and obligations of the Association, distributed to another organization(s) whose purposes are substantially similar to the purposes which this Association is organized. This is in accordance with Internal Revenue Code, Section 501(c)3 regulations.

The original Constitution and Bylaws were established on August 31, 2009.
This amended version of TWC Bylaws was adopted on March 21, 2022.