

**UTAH WATERCOLOR SOCIETY
CACHE VALLEY CHAPTER BYLAWS**

March 2015

(UWS-Cache Valley Chapter Bylaws shall comply with
and not be in conflict with the UWS Bylaws.)

Article 1: NAME

We shall be known as Utah Watercolor Society-Cache Valley Chapter. Our headquarters shall be in Logan, Utah. The official abbreviation is UWS-CVC. The Cache Valley Chapter is organized according to Article III: MEMBERSHIP of the UWS bylaws.

Article II: PURPOSE AND GOALS

PURPOSE

To advance the art of painting in watercolors. Watercolors are here defined as paintings in transparent and /or opaque water media or unvarnished water-soluble media on paper as called for in "Call for Entries."

GOALS

To further activity and interest in watercolor and to reaffirm the permanence and the importance of watercolor as a medium in its own right,

To promote artistic growth continuously as individuals and as a group and to maintain exhibits of the highest professional quality.

To hold twice yearly exhibitions of watercolors.

To assist, support and participate with UWS whenever possible.

Article III: MEMBERSHIP

Classification of Members, Member Chapters, Voting Rights and Rules for Members shall be as described in the UWS bylaws.

Article IV: OFFICERS/BOARD OF DIRECTORS

The following shall be Officers of the CVC:

President

Vice President/President Elect

Secretary

Treasurer

Membership Chair

Exhibition Chair

All other currently serving Committee Chairs

Past President

DUTIES OF THE BOARD OF DIRECTORS

President - shall preside at all meetings of the Society. The President shall exercise general supervision over the affairs and activities of the Society. The President is also responsible to support and coordinate with the Exhibition Chair for all CVC exhibitions. The President shall hold CVC board meetings monthly from September to May or as needed to review general meetings, assess the needs of the general membership and confirm all future activities. These may be held informally as the president desires as long as the entire board is notified and invited. The President shall submit a CVC President's message article to the UWS newsletter editor 6 times per year for publication in the UWS on-line newsletter. The President holds a seat on the UWS Board of Directors, and is encouraged to attend board meetings in Salt Lake City. If unable to attend, the President may request any other current CVC board member to attend in his/her place. The President shall have access to any and all UWS-CVC bank accounts. At the annual Election of Officers Meeting in May, the President shall turn over all CVC records and possessions of the CVC to the incoming President. The president shall also provide a thumb drive to the incoming President containing all of the CVC documents created, maintained or possessed by the President to manage the affairs of the society.

Vice President/President Elect - shall perform the duties of the President when the President is not available. The Vice President shall assume the office of President at the end of his/her term as Vice President and shall perform such other duties as assigned by the President. The Vice President shall arrange for monthly member meeting programs, monthly critiques and work directly with the Workshop Chair.

Secretary - shall keep minutes of all General and Board of Directors meetings of the Society. Minutes shall be created electronically, distributed to the board members and reviewed at the next meeting. These records shall be kept as an accurate history of the Society and retained in electronic form for future reference. The secretary shall send a copy of General and Board Meeting minutes to the UWS President directly after they are reviewed and approved by the Board of Directors. In the absence of the President and Vice President, the Secretary shall preside at Board and General Meetings. This list should be passed to the new Secretary as changes are made. The Secretary shall produce and/or forward emails and announcements to the general membership from the members of the Board of Directors.

Treasurer - shall receive all of the Society's funds and keep them in an acceptable Bank or Depository and shall pay all legitimate financial obligations of the Society. Such obligations shall be paid only on proper order signed by the President and/or Treasurer. The Treasurer shall keep the accounts in an acceptable manner and have them available for review by the President and Board of Directors at all times. The treasurer shall make a complete financial report at the annual meeting in May. There shall be an audit of the books at the conclusion of the President's term of office. The Treasurer shall furnish the UWS Treasurer a check for 50% of the annual dues for each UWS-CVC member each year. Dues shall be paid in June of each year. A delinquent fee of \$5 will be charged after June 30. Checks are made payable to UWS-CVC. The Treasurer shall send financial report to UWS bookkeeper by Feb 15 each year for tax purposes. The Treasurer shall manage any on-line payment accounts established by the CVC for payment of membership and workshop fees.

Membership Chair - shall maintain the membership lists in a current and accurate condition, submit the list for publication in the annual

directory and notify UWS of any changes of CVC members. He/she shall furnish to UWS not later than 45 days after the end of the fiscal year (June 1) a complete roster of UWS-CVC with addresses, phone numbers and membership categories.

Exhibition Chair - shall coordinate and direct all duties associated with the CVC's fall and spring exhibition activities.

Committee Chair - shall consist of persons in charge of specific duties not listed under the main body of officers. The President may request various positions as needed to serve on the Board of Directors. Such Committee Chairs shall be elected to their offices along with the other Officers at the annual May meeting. The Committee Chairs may consist of, but are not limited to: Hospitality, Critiques, Librarian, Workshop, Paint-out, Publicity, Attendance and Social Media.

FUNCTIONS OF THE BOARD OF DIRECTORS:

The Board is granted general authority as a policy making body of the Cache Valley Chapter.

The Board shall fill by appointment all vacancies arising between elections of Officers.

The Board shall evaluate the activities of the Society.

The Board shall be responsible for all fund-raising activities of the Society.

The Board shall review the bylaws and make revisions every 3 years or as needed.

The Board shall choose a Nominating Committee.

The Board may conduct Society business by mail, e-mail, or by phone when necessary.

The Board shall meet monthly from September to May.

Article V: MEETINGS

MONTHLY MEETINGS

General meetings of the membership shall be held to conduct UWS-CVC business and social events, receive art instruction, view artist demonstrations, and to promote watercolor painting. General membership meetings shall be held monthly, with the exception of June, July and August. Monthly meetings are held on the second week of the month, so that the members may be free to attend UWS meetings which are held on the first Tuesday night of the month. Meetings are held for the benefit and education of the general membership. The public is invited and welcome to our meetings. The Election of Officers meeting held in May is a member's only meeting. Generally, our meeting year runs from September through June. Additional meetings may be called.

ANNUAL MEETING

The election of Officers and review of the yearly financial reports will be held in May. Ten percent of the membership constitutes a quorum.

Article VI: ELECTIONS

Elections of Officers shall be at the May meeting, by a simple majority of the membership present at the meeting.

All Officers are elected annually for a term of one year. CVC Officers might consider serving in another capacity after two consecutive years in one office. The nominating committee appointed by the Board of Directors shall prepare the ballot. Those whose names appear on the ballot must have given their permission and acceptance of their nomination. At least one name and not more than three names shall be submitted for each office. Nominations for Office other than from the Nominating Committee may be made from the floor. Robert's Rules of Order will be followed on questions of procedure.

Article VII: EXHIBITIONS

Cache Valley Chapter may participate in the exhibitions as described in the UWS bylaws, Article VII: Exhibitions.

In addition, CVC shall hold two annual judged or juried exhibitions each calendar year. One of these shall be for General Membership only. Individual paintings will stand on their own during the judging process by the juror ALONE. If the exhibition chair & juror agree that there should be only one award per artist, only after the art has been judged, shall the juror know the artists' names.

The open exhibition shall request larger fees for non-members and may give non-members the chance to enter the juried exhibit at the lower member fees if they pay the full membership fee at the time of entry. The annual judged or juried members' exhibition and the open exhibition shall be self-sustaining. Funds for awards shall be taken directly from the entry fees and shall not rely on the general treasury fund. In addition to cash awards, ribbons and certificates may be given.

UWS-CVC will seek other venues to exhibit as a society. These exhibits may be non-juried. Participation in UWS exhibitions is the only available way to earn Two Star and Signature Membership.

Note: no member of UWS may exhibit the same painting in more than one judged or juried exhibition, with the exception of Western Federation of Watercolor Society Exhibitions.