

**SANTA RITA ART LEAGUE of GVR**  
**Green Valley, Arizona**

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### **SANTA RITA ART LEAGUE of GVR Green Valley, Arizona BYLAWS**

## **ARTICLE I. ORGANIZATION**

### **SECTION 1. Name**

The name of this non-profit organization is “THE SANTA RITA ART LEAGUE of GVR” of Green Valley, Arizona, referred to herein as “The League,” or “League.”

### **SECTION 2. Mission**

The mission of The League is to promote an awareness, appreciation, and development of talent for all two-dimensional fine art forms.

## **ARTICLE II. MEMBERSHIP IN THE LEAGUE**

### **SECTION 1. Membership**

Members are persons who desire to actively support the mission of The League by participating in meetings and activities. Members may be amateur or professional. Members are required to pay dues annually to maintain membership. Members have the right to:

- a. Vote for officers and Bylaw changes at Official General Meetings
- b. Hold office
- c. Participate in all activities of The League
- d. Receive E-Blasts

Any GVR (Green Valley Recreation, Inc.) member or tenant in good standing may become a Member by completing a membership application and paying annual dues. Membership terminates by request or failure to pay dues. An eligible guest must live outside a 20-mile radius of the GVR boundaries. (The League may grant guest privileges at their own discretion, as long as the guests are eligible GVR guests. According to GVR regulations, the League may not grant honorary membership or the equivalent to anyone not a GVR member). All Members and guests shall abide by published GVR rules and regulations and the GVR Member Code of Conduct. A guest with GVR privileges may attend two monthly meetings without joining the League.

### **SECTION 2. Dues and Fiscal Period**

- a. The fiscal year shall be January 1 to December 31. A year-end financial statement shall be filed with GVR by The League on or before January 17 each year.
- b. Annual dues shall be determined by the Board of Directors, subject to approval of the membership.
- c. Annual dues are due and payable before December 31 each year and cover the period January 1 to December 31.

### **SECTION 3. Meetings and Member Responsibilities**

Members may attend monthly General Meetings through the year. Routine business will be conducted by the Board of Directors. An Official Meeting will only be conducted if there is business to be transacted, such as election of Officers or approval of changes to the Bylaws. Fifteen percent (15%) of the membership constitutes a quorum for the transaction of business at any Official Meeting. Each Member shall have one (1) vote. Official meetings may be called by The League President, at the discretion of The Board, when necessary or upon petition of twenty percent of Members. If possible, each Member should be notified at least two weeks before Official meetings. The notice will include the purpose, time, and place of the Official Meeting.

## **ARTICLE III. THE BOARD OF DIRECTORS**

### **SECTION 1. Members of The Board**

The Board of Directors shall consist of the elected Officers and shall be referred to herein as "The Board." The Officers consisting of President, First Vice-President, Second Vice-President, Secretary, and Treasurer are proposed by the Nominating Committee and approved by the Members.

The Nominating Committee shall consist of the First Vice-President and at least two non-Board members. Each Board member should have a copy of and be familiar with these Bylaws and her/his assigned position description. The election of Board members will take place in November and new Officers will take office in January. See Article IV, Section 3 for Elections and Terms of Officers.

## **SECTION 2. Responsibilities of The Board**

The control and management of The League shall be vested in The Board. Specific responsibilities include:

- a. Determine and publish The League's mission and set policies for its operation.
- b. Develop plans and goals (short and long term) for The League.
- c. Establish fiscal policy for The League, ensuring that there are financial controls and stability.
- d. Ensure that a communication link is maintained with the members, GVR, and the community.
- e. Ensure that the provisions of these Bylaws are followed or are updated to reflect changes.
- f. Ensure that all activities of The League and its members shall be in accordance with the published Bylaws, Policies, and Code of Conduct of Green Valley Recreation, Inc.
- g. Appoint any vacancy in the Officers caused by death, resignation, or disability.
- h. Appoint additional chairpersons, as needed.

Every decision made by the majority of The Board present at any meeting held in which there is a quorum of The Board shall be deemed to be binding on the organization. Directors shall receive no compensation for their services. Since non-board members cannot initiate a motion, they can ask a board member to propose one for them.

A majority of The Board is required to authorize any member of The Board to enter into any contract or execute any instrument in the name of The Board on behalf of The League. Unless so authorized by The Board, no Officer or any member shall have any power or authority to bind The League by any contract or agreement or to pledge its credit or to render it liable for any purpose or for any amount.

## **SECTION 3. Meetings of The Board**

The Board shall meet monthly, except when canceled by the President. Meetings will normally be conducted two weeks after the general meeting of members. A

predetermined time and place shall be established by the President with the consent of the majority of The Board present. A quorum shall consist of two-thirds (2/3's) of The Board members.

## **ARTICLE IV. OFFICERS**

### **SECTION 1. Officers**

The positions shall include: President, First Vice-President/Nominations Chair, Second Vice-President, Secretary, and Treasurer. A Nominating Committee, led by the First Vice-President, will prepare a slate of Officer Candidates prior to elections. Additional candidates may be nominated from the floor before the vote is conducted during the annual meeting of Members. If there is more than one candidate for a particular office, the vote will be conducted by secret ballot. The Nominating Committee will count the ballots.

### **SECTION 2. Duties**

#### **a. President**

The President shall provide leadership consistent with these Bylaws, policies, and rules of The League. The President shall, subject to the control of The Board, have all of the general powers and duties which are usually vested in the office of President. The President, or his or her representative, shall represent The League in community activities concerning the League. The President shall acquire a working knowledge of parliamentary procedures.

#### **b. First Vice-President/President Elect/Nominations Chair**

In the absence of the President, the First Vice-President shall perform all duties of the President; act as hostess/host for The League at regular meetings and special functions, and cooperate with the hospitality chair; count members present to determine if there is a quorum; select and chair the Nominating Committee; be responsible for GVR facility reservations; and perform other duties as may be assigned by the President. The First Vice-President agrees to serve as President of The League in the year immediately following his or her term as First Vice-President.

#### **c. Second Vice-President**

The Second Vice-President shall be the Program Chair and be responsible for the development of all programs of The League including arrangements for cameras, computers, projectors, tables, chairs, speaker podium, announcing system, and easels for General Meeting and demonstrations and workshop programs. In the

absence of the President and the First Vice-President, the Second Vice-President performs duties of President.

**d. Secretary**

The Secretary shall be responsible for recording, publishing, and distributing to Board members minutes of each meeting of The Board, and a brief summary of General Meetings if requested by The Board. The Secretary shall be in charge of maintaining a file of official documents, letters, and non-financial records; answer all correspondence; and read minutes of a previous meeting.

**e. Treasurer**

The Treasurer shall arrange for a bank account in a bank approved by The Board and shall annually arrange with the bank the signing officers for The League. The Treasurer is responsible for: The League's funds; keeping full and accurate accounts of all receipts and disbursements in records belonging to The League; depositing all monies with such depositories as designated by The Board; providing written and verbal financial reports at each meeting of The Board and any members upon request; filing the year-end financial statement with GVR; and file IRS Form 990-N (e-Postcard). At the discretion of The Board, the financial records shall be reviewed by a person designated by The Board. The results of the audit or review shall be recorded in the minutes of the subsequent Board Meeting.

**SECTION 3. Election and Terms of Officers**

The election of new Officers will be held in November. The present Officers will remain in office until January 1, at which time the new Officers will begin their term. Officers shall be elected for a term of one year. The President and the First and Second Vice-Presidents may be re-elected for up to 3 consecutive terms. There are no limits on the number of consecutive terms the Secretary and Treasurer may serve.

**ARTICLE V. STANDING COMMITTEES/CHAIRPERSON**

**SECTION 1. General**

Each chairperson below will select a sufficient number of members to carry out the responsibilities of her/his committee. A detailed description of each chairperson's responsibilities is available in a file or notebook in the Studio.

**SECTION 2. Annual Eva Briggs Abstract Art Competition Chairperson**

Is responsible for organizing a committee and arranging all aspects of the "Annual

Eva Briggs Art Competition,” with approval of The Board.

### **SECTION 3. Annual Members Show Chairperson**

Is responsible for organizing a committee and arranging all aspects of the “Annual Members Show Competition” with the approval of The Board.

### **SECTION 4. E-blast Editor**

Is responsible for sending out requests for notices for bi-monthly E-blasts to The Board, Standing Committee Chairpersons, and Special Interest Groups Chairpersons, editing the information received, and distributing it to all members (via E-mail and slow mail for members without E-mail).

### **SECTION 5. Hospitality Chairperson**

Is responsible for the social hour at general meetings and any special function. This responsibility includes refreshments and clean up after League functions.

### **SECTION 6. Librarian**

Is responsible for the management of the physical library as well as the library database on The League’s website.

### **SECTION 7. Lockers and Slots Chairperson**

Is responsible for managing Locker and Slot assignments and is the focal point for processing the applications, updating the relevant section of The League’s website, collecting the yearly locker and slot fees, and keeping the locker and slot name tags current.

### **SECTION 8. Membership Chairperson**

Is responsible for registering guests, recruiting new members, renewing sustaining memberships, issuing name badges to new members, and keeping an accurate alphabetical directory of all members.

### **SECTION 9. Members Juried Art Competition Chairperson**

Is responsible for organizing a committee and arranging all aspects of the “Members Juried Art Competition,” with the approval of The Board.

### **SECTION 10. Mini Workshops Chairperson**

Is responsible for securing member instructors, reserving class space, posting available free workshops to members, and acting as the communication link between members and instructors.

### **SECTION 11. Monitor Chairperson**

Is responsible for being familiar with the “Monitor Instructions” and ensuring that members are trained accordingly. If there is no Monitor present, the Studio cannot be open.

### **SECTION 12. Nominating Committee**

A Nominating Committee shall be formed by the First Vice-President and shall meet as needed during the year to propose a slate of Officers.

### **SECTION 13. Open Shows Chairperson**

Is responsible for planning and implementing The League’s Open Shows.

### **SECTION 14. Publicity Chairperson**

Is responsible for arranging for all publicity for The League, such as: preparing notices for the *Green Valley News and Sun*, preparing publicity for special events sponsored by The League, and placing articles in relevant communication publications.

### **SECTION 15. Special Interest Groups**

May form and continue as long as there is interest and leadership. Leadership is selected from or by the group. The leaders may participate in Board meetings to address concerns as related to their groups.

### **SECTION 16. Studio Coordinator**

Is responsible for the smooth functioning of the Studio, ensuring the equipment and supplies are sufficient for the members’ use.

### **SECTION 17. Webmaster/Calendar**

Is responsible for developing and maintaining the website with current information as provided to him or her by Officers, committee chairs and members of the League.

## **ARTICLE VI. MAJOR DONATIONS**

Major Donations to The League of value greater than \$100 must be approved by The Board.

## **ARTICLE VII. AUTHORITY OF AND AMENDMENTS TO THESE BYLAWS**

These Bylaws will be the governing document for the organization and operation



of The League. The Board or any regular Member may propose changes or amendments to this document. If the majority of The Board agrees to a proposed change, the proposed change will be made available to Members at least 2 weeks prior to voting. **Any changes to these Bylaws must be approved by GVR.**

Approval by at least two-thirds (2/3's) of the Members present at the meeting is required for the change to be adopted.

An original copy of these Bylaws shall be maintained in the Studio at Santa Rita Springs in the Secretary's files, and in the President's files. The Bylaws will also be available on The League's website (<https://www.srart.org/>). Each Board member shall be provided with a copy of these Bylaws by the Secretary. The Secretary should have a copy available at each meeting for review by Members.

### **ARTICLE VIII. DISSOLUTION OF THE LEAGUE**

If The League should dissolve, The Board will propose a plan to the Members for liquidation of funds and assets at an Official Meeting called by the President. Members will be notified of this Official Meeting by letter postmarked 30 days in advance of the meeting and addressed to their address of record. Upon dissolution of The League, any assets, after all bills have been paid, shall be transferred to GVR.

### **CERTIFICATION**

The undersigned, being the President and Secretary of The League, do hereby certify that the foregoing "Bylaws of the Santa Rita Art League of GVR of Green Valley, Arizona" supersede all previous versions and amendments of the "Constitution of the Santa Rita Art League of GVR" and "Bylaws of the Santa Rita Art League of GVR of Green Valley, Arizona" dated prior to this date and further certify that these Bylaws have been approved by at least two-thirds (2/3's) of Members present at the Official Meeting regarding Bylaws.

**Signed:** \_\_\_\_\_  
**President Date**

**Signed:** \_\_\_\_\_  
**Secretary Date**

**Signed:** \_\_\_\_\_  
**GVR CEO Date**  
**November 2018**