

LGAA by- Laws

Article I – Name and Purpose

The name of this organization shall be “**Los Gatos Art Association**”, also known as “**the Association**” and/or “**LGAA**”, a non-profit group interested in art. The purpose and aim of this organization shall be:

1. To promote creative expression in the pictorial and allied arts by fostering high standards, extending appreciation, and encouraging cooperation and comradeship among artists.
 2. To forward all interests tending to the artistic development of the individual and to nurture related social and civic involvement in the Los Gatos area.
 3. To organize regular exhibitions of the works of its members; to help bring the best of these exhibits to other cultural centers; and to bring the art collections of other communities to Los Gatos.
 4. To help establish and maintain a web page for member artists.
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Article II – Membership

Section 1 – Classes of Membership

The membership is open to artist and patrons of the arts interested in the aims and activities of the Los Gatos Art Association. All members are entitled to enjoy all privileges of the Association including voting, holding office, and exhibiting with the following limitations:

- A. Student members shall include: 1) non-voting members under the age of eighteen (18) years; and 2) full privilege members under the age of twenty-five (25) years who are enrolled in an accredited education program.
- B. Honorary members shall be persons who have contributed outstanding work or services to the Association, and who are designated by the President. Honorary members shall have all the privileges of membership except voting.

Section 2 – Application for Membership

Any person may make application to the Membership Coordinator for membership by completing the membership application and paying the appropriate dues.

Article III – Dues

Section 1 – Fiscal Year

The fiscal year shall be the calendar year for all purposes. Dues shall be payable January 1st of every year, and shall be delinquent February 1st of that year. Members joining between February 1st and December 31st will also need to renew in January of the following year.

Section 2 – Amount of Dues

Annual dues are as follows:	Individual Membership	\$45/year
	Senior Membership (65 & over)	\$40/year
	Student Member (18 & under)	\$25/year
	Family Membership	\$60/year
	Senior Family Membership	\$55/year

The Board of Directors* may make changes in these dues from time to time as deemed appropriate.

Section 3 – Delinquent Dues

Members whose dues are delinquent as of February 1st shall be dropped from the membership rolls. Reinstatement there after shall require the same procedure as for new membership. A member whose dues are delinquent may not vote during meetings or exhibit in member shows.

Article IV – Exhibitions

Section 1 – Standards

- A. All the exhibits under the sponsorship of the Los Gatos Art Association shall conform to standards of excellence which will enhance the prestige of the Association in the area and in the art world.
- B. Only original work of one's own hand shall be submitted for exhibit

Section 2 – Juried Exhibits

There shall be at least one (1) and if possible two (2) juried exhibitions each year with one (1) or more reputable and impartial judges from outside the Association membership. They shall be paid a fee for their service. Rules governing a juried show shall be established by the Exhibit Committee and approved by the Board of Directors. Such rules shall be published in the Association's newsletter not later than two (2) months prior to each juried show.

Section 3 – Types and Styles of Work

Exhibiting art representing all styles of work shall be accepted within the constraints of the objectives of the shows and limitations of the venues.

Article V – Officers

Section 1 - Officers

Officers of the Los Gatos Art Association shall include **President, Vice-President, Corresponding Secretary, Recording Secretary, Treasurer, Historian, Parliamentarian, Membership Coordinator** and **Webmaster/Editor**. These nine (9) officers will constitute the Voting members of the Board of Directors of the Association.

Section 2 – Duties of Officers

- A. **President** shall preside over all meetings of the Association and shall call and preside over all Board of Directors meetings. She/he shall appoint the Historian, the Parliamentarian, the Membership Coordinator, Newsletter Editor, Webmaster and all Committee Chairs with the approval of the elected officers. She/he shall, with the assistance of the Treasurer, the Membership Coordinator, and at least one (1) other voting Board member, be responsible for presenting the following fiscal year's budget to the Board of Directors at the November Board meeting.
- B. **Vice- President** shall assume the duty of the President, in the latter's absence.
- C. **Corresponding Secretary** shall be responsible for special and/or general correspondence as needed.
- D. **Recording Secretary** shall keep the minutes of all meetings, and a record of all transactions and commitments of the Association.
- E. **Treasurer** shall receive dues from the Membership Coordinator, keep the books, and handle the funds of the Association. She/he shall pay outside agencies. She/he shall make a complete financial report at the middle and again at the end of the fiscal year. She/ He shall submit the books for audit at the end of the fiscal year, but no later than April 15th of the following year. She/he shall assist the President in formulation of the budget for the following fiscal year. (See "A" above.)
- F. **Historian** shall keep a permanent history of the Association.
- G. **Parliamentarian** shall assist the President by giving opinions on parliamentary procedure when requested.
- H. **Membership Coordinator** shall keep a roll of the membership, provide a copy of the by-laws to first time members, and deliver all monies received to the Treasurer. She/he shall provide a roster to members upon request. She/he shall assist the President in formulating the budget for the following fiscal year. (See "A" above.)
- I. **Webmaster/Editor** of the newsletter shall keep the website up-to-date and publish the Association's newsletter.

Section 3- Vacancies

Vacancies in any of the above officers shall be filled by presidential appointment, with approval by a vote of the Board of Directors.

Article VI – Board of Directors

Section 1

There shall be a Board of Directors of the Los Gatos Art Association consisting of the following: the voting officers listed in Article V, Section 1, the Immediate Past President and the Chairpersons of Standing Committees. The Immediate Past President and the Chairs of Standing Committees shall be non-voting members of the Board of Directors.

Section 2

The Board shall meet at least four (4) times a year, and at such other times as deemed necessary by the President, to administer the routine affairs of the Association, and to consider policy matters for recommendation to the Association.

Section 3

A majority of the voting officers on the Board of Directors shall constitute a quorum.

Article VII – Standing and Special Committees

Section 1 – Standing Committees

Standing Committees of the Association shall be the following: Open Juried Show, Member Juried Show, Exhibition (galleries), Program, Publicity, Hospitality and Awards.

- A. Chairpersons shall be appointed by the President with the approval of the elected officers.
- B. Officers of the Association may also be a standing committee chairperson.
- C. Chairpersons shall appoint their own committees.

Section 2 – Duties of Standing Committees

- A. **Open Juried show** committee shall coordinate volunteers for the annual Open Juried Show held in the spring.
- B. **Member Juried show** committee shall coordinate volunteers for the annual Member Juried show held in the fall.
 1. If the competition is in digital; the committee will coordinate Art intake, artist reception, docents and Art out at the end of the show.
 2. If the competition is traditional “on site” juror; the committee will coordinate Art intake, Juror result notification, Art out of non-accepted art, artist reception, docents and Art out at the end of the show.
- C. **Exhibition** Committee shall organize and properly display all exhibits, except Open Juried Show and Member Juried Show, by the Association or sponsored by the Association, and may initiate special exhibits.
- D. **Program** Committee shall provide programs of general interest at the general meetings of the Association and may initiate features of special value to the members.
- E. **Publicity** Committee shall promote public visibility of the Association.
- F. **Hospitality** Committee shall foster acquaintance and cordial relations among the members of the Association, with special reference to new members, and shall arrange any social affairs.
- G. **Awards** Committee shall tally votes, as needed, at any and all Association juried events, and distribute appropriate awards.

Section 3 – Special Committees

Special Committees, with the exception of the Nominating Committee, shall be appointed by the President. Any member of the Association, voting or non-voting, may serve as chairperson of a special committee.

- A. **Scholarship** Committee shall contact art teachers at selected schools to solicit names of students eligible for awards. The Committee shall purchase appropriate books and present them, in addition to monetary awards to the selected students at the end of the school year.
 - B. **Nominating** Committee shall consist of three (3) voting members of the Association. The chairperson shall be appointed by the Board of Directors, and announced at the general September meeting of the Association. The other two (2) members shall be elected by the voting body from nominations made from the floor.
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Article VIII – Elections

Section 1

The following five (5) officers of the Los Gatos Art Association shall be elected biennially by ballot at a general meeting in November: **President, Vice-President, Corresponding Secretary, Recording Secretary** and **Treasurer**. The duly elected officers shall assume duties of office as of January 1st following.

Section 2

At a general October meeting the Nomination Committee shall present a slate of candidates willing and eligible to serve for the coming term. The names of the candidates selected shall be read, and nominations for each office called for from the floor.

Section 3

At the next general meeting in November the Nominating Committee shall read the entire panel of candidates, after which voting shall proceed by ballot. If there is only one (1) nomination for each position a “White Ballot” may be taken. Otherwise, the President shall appoint three (3) tellers to distribute, collect, and count the ballots. The candidate receiving the highest number of votes for each office shall be declared elected.

Article IX – General Meetings

Section 1

The general meeting of the Los Gatos Art Association shall be held during the second week of the month, usually on the second Saturday.

Section 2

Special and general meetings may be called at any time by the President, provided that due notice is given in the newsletter and/or by mail, e-mail or telephone.

Section 3

A quorum shall be twenty (20) members of the general voting body.

Article X – Newsletter

The Official publication of the Los Gatos Art Association shall be called “The Palette”, or other appropriate name as may be changed from time to time. The newsletter shall be published regularly as directed by the President. Article XI – Amendments

These by-laws may be considered for amending at any general meeting of the Association provided that:

- A. The proposed amendment(s) have been presented and seconded at a general meeting of the Association;
- B. the person/group responsible for the amendment(s) must make copies of the amendment(s) available IN WRITING to ALL member of the Association at least two (2) weeks prior to the future general meeting when a vote is scheduled; and
- C. A two-thirds (2/3) majority vote of members present is needed to amend these by-laws.

Article XII – Parliamentary References

Robert’s Rule of Order, Revised, shall govern the Los Gatos Art Association as applicable.

End of By-Laws