

Palmetto Tatters Guild Bylaws
Approved April 18, 2020 by PTG Members
Approved by IOLI in May 2020

Article 1 THE NAME

The name of the organization shall be: Palmetto Tatters Guild, hereinafter, also known as Palmetto Tatters, the Guild, or PTG.

Article 2 PURPOSES AND OBJECTIVES

Section 1 The purposes for which the PalmettoTatters is formed, are those set forth in these bylaws, as from time to time amended. Specifically, PTG is organized exclusively for charitable, educational, and literary purposes, including such purposes as the making of material and monetary distributions to organizations that qualify as being exempt under Section 501.c.3 of the Internal Revenue code.

Section 2 No part of the net earnings of PTG shall inure to the benefit of, or be distributable to its members, officers, or private persons except that the PTG shall be authorized and empowered to pay reasonable compensation for services or goods rendered and to make payments and distributions in furtherance of the purposes set forth by the bylaws or the Internal Revenue code. No substantial part of the activities of the PTG shall be carrying on propaganda, or otherwise attempting to influence legislation and shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

Section 3 The objectives of the PTG shall be to promote interest in tatting and preserve tatting for posterity; to make tatting lace; to hold or sponsor tatting exhibits; to study the history of tatting and to educate people in any facets of tatting.

Section 4 The PTG shall maintain a website, which shall contain information and/or educational articles on the subject of tatted lace, and shall contain information pertinent to the PTG business as set forth in these bylaws.

Article 3 MEMBERSHIP

Section 1 Membership Qualifications

Any person who is interested in the art of tatting, making tatted lace, collecting or studying tatting, may become a member.

Section 2 Membership Obligations

When accepting membership in PTG an individual assumes the obligation to protect the organization, its ideals, its posterity, and its purpose against misrepresentation, unethical practices and/or the misuse of its logo and the name of the Palmetto Tatters Guild.

Section 3 Membership Categories

1. Founding Members: Those individuals who gathered together during the summer and early fall of 2000 in order to lobby the South Carolina State Fair to retain tatting as a fiber art category.
2. Charter Members: Those individuals who expressed interest in the activities of the Guild and wished to be regularly notified or attended at least one meeting during the 2001 calendar year.
3. Active Members: Those individuals who actively support the art of tatting.
 - a. *Regular members* are those individuals present at one or more meetings throughout the calendar year.
 - b. *Remote members* are those individuals who use a regular postal service and/or email, and/or other digital means from outside of South Carolina to communicate with the Guild.
4. Inactive Members: Those individuals who, for whatever reason, desire to cease communications with the Guild. They may be reinstated as Active Members at any time by communicating with the Executive Board, meeting qualifications in Article 3, Section 1, and agreeing to Article 3 Section 2.
5. Honorary Membership may be conferred upon individuals who have contributed significantly to the development of tatted lace, upon approval of the members of the Executive Board. The honorary membership shall include all membership privileges.

Article 4 DUES AND FISCAL YEAR

Section 1 PTG shall establish that the fiscal year will coincide with a calendar year.

Section 2 The annual dues of the Palmetto Tatters shall be prescribed by the Executive Board. Dues will be in the form of tatted items such as butterflies, frogs, or other small tatted items.

Section 3 Dues shall be given to the person that the Executive Board or President has appointed for the current year.

Section 4 Remote members may remit their dues at the Tat Days or mail the dues to the Guild's post office box.

Article 5 MEETINGS

Section 1 Regular meetings shall be scheduled on the third Saturday of every month whenever possible. Facility schedules may dictate otherwise. The time and place will be posted on the PTG website and should be checked regularly by members.

Section 2 Those who are in good standing with the Guild shall be eligible to vote at Guild meetings. A simple majority rules unless otherwise stated in these bylaws. In case of a tie, the President shall be the tie breaker.

Section 3 There shall be a Tat Days event with location and date to be determined by the Executive Board and the Tat Days Committee.

Article 6 ELECTED OFFICERS AND DUTIES

Section 1 Elected Officers of the PTG

1. The officers of PTG shall be President, Vice President, Recording Secretary, and Treasurer, all of whom must be members of PTG.,
2. Officers shall be elected for a term of two years and shall not serve the same office for consecutive terms, with the exception of the Treasurer, who may serve for two consecutive terms.
3. A candidate for office must have been a member in good standing of the PTG for at least one year with the exception of the President who must have served in the capacity of at least one other elected PTG Officer position for one full term.
4. Elections shall be conducted typically in August of alternating years (i.e, all even numbered years).

Section 2 Duties of the President

1. Shall preside at all meetings and Executive Board.
2. Shall appoint additional committees established by the Executive Board except as otherwise provided in these bylaws.
3. Shall be an ex-officio member of all committees, with the exception of the Nominating Committee.
4. Shall sign all official documents approved by the Executive Board.
5. Shall introduce the new board members following election years.
6. Shall serve as an ex-officio member of the Executive Board immediately following the current term of service.

Section 3 Duties of the Vice President

1. Shall preside over the meetings in the absence of the President.
2. Shall agree to be President and assume the duties of that office at the next election.

Section 4 Duties of the Recording Secretary

1. Shall maintain minutes of all meetings of the PTG and Executive Board.
2. Shall answer all mail as directed by the President.
3. Shall act as Second Vice President until one is appointed.

Section 5 Duties of the Treasurer

1. Shall receive and take the previous Treasurer's records.
2. Shall take charge of all funds and securities of the PTG.
3. Shall deposit monies to the credit of the PTG.
4. Shall disburse monies of the PTG as authorized by the President.
5. Shall keep full account of all receipts and expenditures.
6. Shall submit the financial records of the PTG to a CPA for review and make preparations for necessary IRS reports. External Reviews will be conducted the 1st quarter following the end of the fiscal (calendar) year. The Reviewing Agency will be approved by the Executive Board.
7. Shall upon completion of the requirements for establishment of the Nonprofit Organization in the state of South Carolina, be the registered agent and registered office (person) with the Nonprofit Corporation Act.

Article 7 Appointed Positions and Duties

Section 1 Appointed Positions

1. The appointed positions of the PTG shall be, at the President's discretion, Membership Coordinator, Program Chairman, Librarian, and the Webmaster.
2. The appointed candidate must be a member in good standing with the PTG for at least one year.

Section 2 Duties of the Membership Coordinator

1. Shall keep a complete and accurate record of all members.
2. Shall keep the President informed of the number of members and provide information to the Executive Board as necessary.
3. Shall maintain any membership materials as entrusted. These materials may include but are not limited to various greeting cards, cardmaking materials, and miscellaneous materials.

Section 3 Duties of the Librarian

1. Shall maintain a catalog of all books, pamphlets, patterns, etc.
2. Shall manage the sharing of any of the library materials to regular members.

Section 4 Duties of the Webmaster

1. Shall prepare information and post on the PTG website.
2. Shall maintain the PTG website monthly and update as needed.
3. Shall obtain approval of the President prior to posting materials on the PTG website.

Section 5 Duties of the Program Chair

1. Is responsible for obtaining teachers and patterns at regularly scheduled PTG meetings.
2. Shall obtain permission from authors for teaching their patterns at the meetings. Request a copy to the library.

ARTICLE 8 DUTIES OF STANDING COMMITTEES

Section 1 Budget and Finance Committee

1. Shall be the President, Treasurer, Membership Coordinator and one other PTG member appointed by the President.
2. Shall submit in writing to all members of the Executive Board and present at the meeting a proposed budget for the next year for consideration and recommendations for Tat Days.
3. The final budget shall be adopted at the first Executive Board meeting following Tat Days hereinafter known as the post board meeting.

Section 2 Bylaws Committee

1. Shall be composed of three members appointed by the President, when needed.
2. Shall consider, edit and correlate amendments submitted to the Executive Board by members of PTG.

Section 3 Tat Days Committee

1. Shall be responsible to plan and hold Tat Days event.
2. Shall have a chair or co-chairs appointed by the Executive Board.

ARTICLE 9 EXECUTIVE BOARD

1. Shall also be known as the Board of Directors.
2. Shall carry out the purposes of the PTG according to its bylaws.
3. Shall be composed of the elected officers, webmaster and the immediate past president (if not serving as a member of the current board).
4. Shall meet at least once per fiscal year.
5. Shall need two-thirds ($\frac{2}{3}$) of the Executive Board to constitute a quorum at each PTG Board Meeting.

6. Shall have an affirmative vote with two-thirds ($\frac{2}{3}$).
7. Shall not impose any liability or levy any assessment upon the members.
8. Shall jointly decide the disposition of any gifts or endowments according to the wishes of the giver and in the spirit of these bylaws.

ARTICLE 10 SPECIAL COMMITTEES

Section 1

Special committees other than those stated herein may be appointed as needed.

Section 2

The Nominating Committee members shall notify PTG membership of the principal slate of officers prior to the meeting for scheduled elections, typically in August of the PTG election year.

ARTICLE 11 DISCIPLINE

Section 1 Should a member engage in conduct that is harmful to the good reputation and objectives of the PTG, offenses may be referred by any PTG member to the Executive Board.

Section 2 Executive Board shall consider the offenses and render a decision.

Section 3 The decision of the Executive Board shall be final.

ARTICLE 12 AMENDMENTS

Section 1 A quorum shall be 50% of the average attendance of the previous calendar year's regular meetings. A quorum will be required where stated in these bylaws.

Section 2 These bylaws may be amended at any regular meeting with a quorum by a two-thirds ($\frac{2}{3}$) vote of the present members in good standing.

Section 3 Prior notice of the proposed amendment ratification must be provided at least 30 days ahead of the meeting. The notification can be fulfilled by posting the amendment to the PTG website and/or distributing in print at a regular PTG meeting at least thirty (30) days in advance of the meeting.

ARTICLE 13 ARTICLES OF DISSOLUTION

In case of dissolution of the Palmetto Tatters Guild and its termination as a nonprofit organization, any assets remaining (to include library and the PTG funds) after all liabilities are paid, shall be distributed to some organization which is exempt from income taxation under the provision of the Internal Revenue Code and the nonprofit statute of the State of South Carolina.

The organization(s) to which the funds may be distributed to shall be determined by a majority vote at a special meeting called for that purpose with at least thirty (30) days advance notice in writing to each voting member in good standing.

In the case of the dissolution of the Palmetto Tatters Guild, all International Organization of Lace, Inc. (I.O.L.I.) Charter paraphernalia (including the chapter's charter and President's pin) will be returned to the appropriate Vice President of the I.O.L.I.

The final President and final Treasurer will ensure all materials have been donated, distributed or disposed of, documenting the item and action taken. All PTG records will be maintained for a period of 3 years following the PTG dissolution date by the final PTG President and with copies held by the final PTG Treasurer.

The final Treasurer will submit in writing a notification of the PTG dissolution (dis-establishment of the nonprofit organization) to the appropriate South Carolina state agency, terminating the registered agent and registered office status with the Nonprofit Corporation Act.

These bylaws supersede all previous bylaws.