

BYLAWS

MORRISTOWN ART ASSOCIATION

ARTICLE I - Name

This organization shall be known as the Morristown Art Association (MAA) and is a nonprofit organization. It is a civic arts association supported entirely by membership fees and community donations and is operated by volunteers.

ARTICLE II - Purpose

Section 1. The purpose of this organization is to promote and encourage the appreciation, understanding, education, and practice of art in the community. The policy of this organization shall be to conduct the programs and activities in a manner that will promote and hold the support and respect of the community.

Appreciation: The presentation or exhibition of all kinds of art (painting, sculpture, etc.). Its presentation of art includes: Traveling Exhibitions, Regional Juried Exhibitions, and Regional Non-juried Exhibitions.

Understanding: The history and interpretation of art of all areas to be presented in the form of art seminars, lectures, demonstrations, and films.

Practice: The Morristown Art Association is particularly interested in encouraging artists of the area by providing them with the opportunities to exhibit and sell their work.

Education: To enhance, improve, or build on members' knowledge of art through programs, workshops or education points.

ARTICLE III - Membership

Section 1. Types. Membership in the Morristown Art Association shall be open to anyone upon payment of annual dues. There shall be two general types of memberships: Individual and Family.

Section 2. Individual Membership. Any individual shall be eligible for membership.

Section 3. Family Membership. Family membership shall be defined as immediate family living at home or students with legal residence at home of parents or guardians. Married couples shall be eligible for family membership. This membership will be limited to two votes.

Section 4. Dues. Annual dues shall be **\$25 for Individual Membership** and **\$35 for Family Membership** and shall be **payable on or before January 1 of each year**. Dues must be paid by Dec. 31 in order to receive a members' discount for the Juried art show.

Membership dues run from January 1 to December 31.

The Executive Committee may confer any or all privileges of membership, without payment of dues, upon any individual considered to deserve by exceptional merit or financial hardship.

ARTICLE IV - Officers

Section 1. *Elected Officers.* The officers of the organization shall be a President, a First Vice-President, a Second Vice President, a Secretary, a Treasurer, and the immediate Past President. These officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the organization.

Section 2. *Electing Officers.* These officers shall be elected by members from among their own number at the November meeting and will assume office at the January meeting. They shall be elected and hold office in the manner prescribed in the Bylaws. The President shall appoint the Nominating Committee--a Chairman and two additional members. The Nominating Committee shall present a slate of officers at the October meeting for election at the November meeting.

Section 3. *Duties.* The duties of the officers shall be as follows:

President. It shall be the duty of the President to preside at all meetings of the membership and the Executive Committee or may designate another individual to act as chairman; may call meetings of the Executive Committee; shall represent the MAA in its external relations; shall take such steps as shall be necessary and proper to implement the decisions of the membership; shall be an ex-officio member of all committees, except the Nominating Committee; shall be authorized to sign contracts and obligate funds in the name of the MAA subject to approval by the Executive Committee; shall report on items of interest to the MAA at each meeting of the membership; and shall appoint the Chairmen of Standing Committees.

First Vice-President. It shall be the duty of the First Vice-President to assume the duties of the President in his/her absence or resignation; shall serve as the Program Chairman and may select two association members to assist with this duty. If the First Vice-President should assume the role of President, a new Program Chairman shall be appointed.

Second Vice-President. It shall be the duty of the Second Vice-President to serve as Chairman of the Social Committee; shall be responsible for securing committee members and for providing help for all social events.

Secretary. It shall be the duty of the Secretary to keep minutes of all meetings of the membership and the Executive Committee; shall be responsible for all necessary correspondence; and shall deliver to his/her successor all organization property and records in his/her possession no later than November 30th.

Treasurer. It shall be the duty of the Treasurer to collect and disburse all funds of the MAA as directed by the Executive Committee; shall keep records of all receipts and all disbursements and shall submit a report of the financial condition of the MAA at each membership meeting; shall maintain a roster of current membership; shall make available in writing a financial report for the year November meeting; and, when retiring, shall deliver to the successor all money, vouchers, books, and papers of the organization in his/her possession no later than November 30th.

Past President. It shall be the duty of the Past President to serve as an advisor to the President, as director to the Executive Board and committees, and to perform other duties as may be necessary.

ARTICLE IV - Meetings

Section 1. Meetings. There shall be regular membership meetings, plus such additional meetings as the Executive Committee shall consider necessary to transact special business of the organization. The regular meetings of the Morristown Art Association shall be held on the fourth Tuesday of each month from January to November.

Section 2. Agenda. The agenda shall consist of reports of the committees and officers and such general business as may be required.

Section 3. Quorum. A quorum shall consist of members present.

Section 4. Parliamentary Authority. The meetings shall be conducted in accordance with the current edition of Robert's Rules of Order Newly Revised.

ARTICLE V – Executive Committee

Section 1. Membership. The Executive Committee shall be composed of the President, the First Vice-President, the Second Vice-President, the Secretary, the Treasurer, and the Past President.

Section 2. Powers. The Executive Committee of the Morristown Art Association shall have control of all matters relating to the management of the MAA and shall give consideration to the wishes of the membership in matters of general policy; and shall have the power to create, change, or eliminate committees. The President shall call meetings of the Executive Committee as deemed necessary.

ARTICLE VI – Committees

Section 1. The *President* may appoint the following standing committees: Program, Membership, Exhibition, Newsletter, Education, Publicity, Social, Nominating, Budget and Activities, and ad hoc committees as deemed necessary and desirable. The President shall appoint the Chairmen of Standing Committees and determine the number of members on each committee.

Section 2. Program. The Program Committee, chaired by the First Vice-President, shall be responsible for the planning and arranging of all programs including lectures, films, discussion groups, etc.

Section 3. Membership. The Membership Committee shall be responsible for the continuous recruiting of new members and renewal of expiring memberships; the committee may conduct an annual membership drive in cooperation with all other committees.

Section 4. Exhibition. The Exhibition Committee shall be responsible for planning, arranging, and installing exhibitions sponsored by the MAA. It is the responsibility of the committee to secure sponsors for the Juried Art Show and to provide a prospectus including a statement that the MAA assumes no responsibility for works of exhibitors and that each exhibitor displays his work at his/her own risk.

Section 5. Newsletter. The Newsletter Committee shall prepare a monthly newsletter to the MAA membership and shall assist the President in communicating with the members

Section 6. Education. The Education Committee shall be responsible for organizing courses of instruction.

Section 7. *Publicity.* The Publicity Committee shall be responsible for carrying out a program of advance publicity adequate to the aims of the MAA.

Section 8. *Social.* The Social Committee, chaired by the Second Vice-President, shall make arrangements for providing help at all meetings and receptions where refreshments are served.

Section 9. *Nominating.* The Nominating Committee composed of a Chairman and two additional members appointed by the President shall present a slate of officers at the October meeting for election at the November meeting.

Section 10. *Budget and Activities.* The Budget and Activities Committee will prepare and submit an annual Budget and Activities Plan (B&AP) for membership approval at the beginning of the association's Fiscal Year at the January meeting. This plan will be based on input from general membership and officers, input from all shows' chairpersons, and the projected financial situation.

Section 11. *Other Committees.* The Chairman of the committees (except the Program and Social Committees chaired by the First and Second Vice-Presidents) shall be appointed by the President; the number of members on each committee shall be determined by the President and at the discretion of the Chairman except where stated; all decisions of the committees shall be subject to the approval of the Executive Committee; Special Ways and Means Committees or other ad hoc committees shall be appointed by the President as necessary; the President shall be an ex-officio member of all committees except the Nominating Committee.

ARTICLE VII – Fiscal Affairs

Section 1. *Fiscal Year.* For purposes of accounting, the Association's fiscal year shall run from January 1st to December 31st.

Section 2. *Audit.* A person appointed by the incoming President shall audit the books annually, no later than November 1. The Treasurer at the November meeting shall make a report of the audit.

Section C. *Disbursements.* All disbursements of the association shall be made by check signed by the Treasurer (or by the President in the Treasurer's absence or incapacity).

ARTICLE VIII – Amendments

Sections A. The Bylaws shall be reviewed as needed by the Executive Committee and any proposed amendments shall be presented to the membership at a regular monthly meeting. The Bylaws shall be amended by a simple majority of those members' present.

Revised November 1997
Amended May 2007
Amended May 2009
Amended Feb 2011