

LONE STAR ART GUILD CONSTITUTION AND BY-LAWS

ARTICLE I - NAME:

The name of this club shall be Lone Star Art Guild (LSAG).

ARTICLE II - OBJECTIVE:

The objective of LSAG shall be to advance the study of art in all its forms, by mentoring artist and Member Leagues, by providing standardized rules for juried art shows and provide the opportunity to complete in an Annual LSAG Show with competition related critiques.

ARTICLE III - MEMBERSHIP:

Section 3.01. Member Leagues: Any art league within the State of Texas and whose members are interested in furthering the promotion of art is eligible for membership. All Member Leagues are automatically a member of the Lone Star Art Guild.

Section 3.02. Requirements:

- a. Leagues agree to enter their entire membership into the LSAG database, regardless of the members competitive or non-competitive status. This enables LSAG to bill a league correctly for their membership status.
- b. Each Lone Star Art Guild Member League must host at least one and no more than two (2) judged “Open” show(s) each year. An “Open” show is one which follows the LSAG Show and Exhibit Rules and is open for all LSAG members to enter. Placement in an Open Show may qualify the recipient for the Regional Show & Exhibit. Non-member participation is at the discretion of the League.
- c. Leagues agree to post their LSAG Open shows on the website at least 30 days prior to the show date.

ARTICLE IV – DUES:

Section 4.01. The annual dues for each Member Leagues shall be one dollar (\$1.00) per member with a minimum of fifteen dollars (\$15.00) per league. The LSAG does not recognize “family” groups, only individual artists; therefore, Member Leagues must pay the LSAG dues of \$1.00 per individual artist.

Section 4.02. The Treasurer shall send a notice for all dues by October 15 each year to all Member Leagues. Dues shall be payable to Lone Star Art Guild by November 15.

Section 4.03. The Treasurer shall send a notice for additional member dues by March 15 each year to all Member Leagues. This collection is only for any additional new members joining

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since the Fall dues. Additional member dues shall be payable to the Lone Star Art Guild by April 15 and as necessary 10 days after the final show of the season.

ARTICLE V – FISCAL YEAR:

The Lone Star Art Guild fiscal year shall be from July 1 through June 30.

ARTICLE VI – MEETINGS:

Section 6.01. Executive Board shall meet at least twice a year. Meetings can be conducted in person or via electronic link.

Section 6.02. Board of Directors shall meet at least twice a year. Meetings can be conducted in person or via electronic link. The Fall and Spring Meeting can be considered as meeting this requisite.

a. Fall Meeting – Discuss business of the Guild and disseminate information about the Annual LSAG Show. Provide, review and record in the minutes any financial reports and vote on amendments to the Constitution and Bylaws and LSAG Show and Exhibit Rules, if any. The Executive Board shall appoint a Nominating Committee for the purpose of filling upcoming Executive Board vacancies. In addition, an announcement for open position(s) on the Executive Board will be posted on the Website.

b. Spring Meeting – Discuss Guild business and plans for the Annual LSAG Show. Following the nominating or recruiting process, the President shall present the slate of officers for the coming year. The President shall open the floor for additional Officer Nominations, then proceed with the election process and vote on amendments to the Constitution and By-laws and/or LSAG Show & Exhibit Rules, if required.

c. Other meetings – Held as necessary or requested by the Member Leagues.

Section 6.03. Quorum:

a. Executive Board Meeting: At least fifty per cent (50%) of the Executive Board members must be present to constitute a quorum

b. Board of Director Meeting: At least fifty per cent (50%) of the Member Leagues must be represented to constitute a quorum.

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ARTICLE VII - LSAG LEAGUES' OPEN SHOWS:

Section 7.01. LSAG Show & Exhibit rules are contained Appendix 1 of this document. Open Shows must be judged and conducted under the LSAG's Rules to be eligible for the Annual LSAG Show.

Section 7.02. Each LSAG Member League agrees to host at least one (1) and no more than two (2) Open Shows during the current competition year. Two Member League may co- host an Open Show on record as their Open Show in the Database.

Section 7.03. The competition year shall commence on July 1 and end at the published Member League open show cutoff date each year.

Section 7.04. Open Shows must be open to all LSAG members. Open Show announcement information must be posted to the Website no less than thirty (30) days prior to the show date.

Section 7.05. Each Member League shall report the winners of the LSAG league member Open Show to the LSAG Database, for that fiscal year within ten (10) days after each league member Open Show and prior to cutoff date for that year's Annual LSAG Show.

Section 7.06. Artwork that has won a First-place or Any Judged Best of Award in a LSAG Open Show during the year may not be entered in any other LSAG Open Show.

Section 7.07. Award

a. Placement awards are made for each Division and Art Category: First Place, Second Place, Third Place, and at the discretion of the Member Leagues First Honorable Mention and Honorable Mention.

b. Only one First Place, one Second Place, one Third Place and one First Honorable Mention award(s) may be awarded.

c. Member Leagues may determine any Best of Awards.

ARTICLE VIII - ANNUAL LSAG SHOW:

Section 8.01. The Annual LSAG Show shall be held during May or June.

Section 8.02. LSAG Show & Exhibit rules are contained in Appendix 1 of this document. The Annual LSAG Show will be judged and conducted in accordance with these rules.

Section 8.03. The Annual LSAG Show may be Virtual (online) or in person.

Section 8.04. Within the current competition year, Annual LSAG Show entries are juried by winning any LSAG Open Show Best of Awards, First, Second, Third or First Honorable Mention awards at their home Open Show or any LSAG Open Show.

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Section 8.05. Procedures for entering the Annual LSAG Show shall be posted on the website.

Section 8.06. An Artwork can be entered in the Annual LSAG Show only one time.

Section 8.07. Awards

a. Placement awards are made for each Division and Art Category: First Place, Second Place, and Third Place. Only one First Place, one Second Place and one Third Place may be awarded per art Division and Art Category. Honorable Mention award(s) may be awarded at the judge's discretion.

b. Best of Show - Each artist division and category must be judged first. The Best of Show Adult must be selected from the First-Place ribbons awarded from Professional, Semi-Professional, Non-Professional, or Adult Student artists divisions.

c. The Best of Show *School* Student must be selected from the First-Place ribbons awarded in any school student subdivision.

d. All other Best of Awards must be selected after being judged in artist division and art category.

e. A single work of art may receive no more than two awards.

ARTICLE IX – EXECUTIVE BOARD AND ELECTIONS:

Section 9.01. The elected Officers of the LSAG Executive Board are President, 1st Vice-President, 2nd Vice- President, 3rd Vice-President, Secretary, and Treasurer.

Section 9.02. Officers shall be elected to serve a one-year term and may serve multiple terms in succession.

Section 9.03. The Executive Board shall have the authority to sign contracts, make any decisions requiring immediate action and execute directives authorized by the Board of Directors.

Section 9.04. The Executive Board shall appoint an internal independent examiner or an outside auditor to review the book of the Treasure every five (5) years and after a change in Treasurers.

Section 9.05. At least four Member Leagues must be represented on the Executive Board. Only two votes are allowed each Member League represented on the Executive Board.

Section 9.06. Terms for the Executive Board will begin July 1 and end June 30.

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Section 9.07. The President shall notify Executive Board Members of issues to be discussed and voted on.

Section 9.08. The Executive Board shall fill any vacancies which occur during the year.

Section 9.09. The immediate Past-President may serve on the Executive Board and the Board of Directors in an advisory capacity. Past-Presidents shall be listed on the LSAG Website in the order of service.

Section 9.10. The Executive Board shall appoint a Webmaster.

Section 9.11. The Executive Board shall appoint committees, as necessary.

ARTICLE X- OFFICERS AND DUTIES:

Section 10.01. LSAG Officers, referred to as The Executive Board, is composed of the President, 1st Vice President, 2nd Vice President, 3rd Vice President, Secretary and Treasurer.

Section 10.02. The Executive Board is elected by the membership.

Section 10.03. All members of the Executive Board are requested to be available for one year after their term has expired to answer questions and provide any electronic records of duties and responsibilities.

Section 10.04. PRESIDENT – Shall:

- a. Preside over all meetings and conduct them in an orderly mannerly, serve as Chairperson of the Executive Board, and Board of Directors.
- b. Call the meeting to order.
- c. Put to vote all motions that have been officially presented and announce the results of the vote.
- d. Plan for the best interest of LSAG.
- e. Encourage communication between leagues and promote use of social media for art related activities, individual accomplishments, learning opportunities or awards. Artists may not sell utilizing any LSAG platform.
- f. Appoint Board Trainee as necessary.

Section 10.05. FIRST VICE-PRESIDENT – Shall:

- a. Back up the President.

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- b. Serve as the Parliamentarian and ensure the latest edition of Robert's Rules of Order is applied.
- c. See that activities and meetings are conducted according to LSAG's Constitution and Bylaws.
- d. Assist the President as required and preside over meetings when the President is not available.
- e. Coordinate communications on multiple platforms (website, newsletter, social media, etc.) for LSAG.
- f. Provide Newsletter Committee Chair with support and *information* as needed.
- g. Aid all leagues and members of the Executive Board as it relates to marketing, communication, and promotion of LSAG.

Section 10.06. SECOND VICE-PRESIDENT – Shall:

- a. Manage all correspondence and activity with Annual LSAG Show on-line registration provider.
- b. Manage the LSAG Show Database.
- c. Set up all electronic meeting links.
- d. Maintain and execute on-line show platform for LSAG.
- e. Provide database reports as requested by other members of the Executive Board.
- f. Present a comprehensive show report summary at the Fall Open Meeting.
- g. Assist Member Leagues with new member setup.

Section 10.07. THIRD VICE-PRESIDENT – Shall:

- a. Recruit new Member Leagues and ensure new Member Leagues have complete information about LSAG and how it functions.
- b. Create and maintain information about LSAG for New Member Leagues.
- c. Work as a liaison between new members and the database and website coordinators.
- d. Assists new leagues in adding their members to the website.

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e. Introduce new Member Leagues at the Board of Directors meetings and upcoming Open meetings.

f. Communicate any new member activity with other Executive Board members.

Section 10.08. SECRETARY – Shall:

a. Send meeting notices to all LSAG Member Leagues at least three weeks prior to meetings.

b. Record the minutes of all proceedings (Executive Board meetings, Board of Directors meetings, and Special Called meetings. The minutes of the Spring meeting shall include the slate of officers presented and elected.

c. Provide the Webmaster with a .pdf of the most current Open Meeting minutes for posting on the website.

d. Oversee the communication distribution platform to ensure it is current.

e. Call roll at meetings to determine quorum and voting members.

f. Maintain files necessary for proper record retention.

Section 10.09. TREASURER – Shall:

a. Send notices to all Member Leagues for fall dues by October 15 each year and for additional member dues by March 15 each year.

b. Generate, or request the generation of, league rosters to attach to league's billing email for support documentation.

c. Receive all dues, show registrations and donations. Pay all routine expenses; any non-routine expenses require approval of the Executive Board.

d. Make available at each Open meeting an electronic itemized statement of all money received and disbursed.

e. Provide the Webmaster with an electronic format (pdf) of the most current Treasurer's Report for posting on the website.

f. Prepare an end-of-year Financial Statement and post it as such on the website.

g. Present and review end-of-year Financial Statement at the Fall Open Meeting.

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- h. Create a budget for the upcoming show year. Present it to other members of the Executive Board for approval.
- i. Maintain files necessary for proper record retention.

Section 10.10. BOARD TRAINEE - Shall:

- a. Attends meetings of the Executive Board.
- b. Can serve multiple terms.
- c. Supports other Board Members on projects and committees.
- d. Can serve as a tiebreaker for the Executive Board Member votes.
- e. This position has no specific job duties. This is a mentoring position.

ARTICLE XI – BOARD OF DIRECTORS:

The Board of Directors shall consist of the Executive Board of LSAG, who are elected, and no more than three (3) delegates from each league.

ARTICLE XII – VOTING:

Section 12.01. Votes may be cast in person, by written proxy, absentee ballots, or electronic method (i.e., email, etc.). All voting methods count toward the establishment of a quorum.

Section 12.02. At Executive Board and Board of Directors meetings, all members present shall vote individually. A simple majority shall carry of the members present, except changes to Bylaws and Show & Exhibits Rules requires a two-thirds vote.

Section 12.03. Voting Power at Executive Board meetings shall rest with each member except no more than two votes per Member League.

Section 12.04. Voting power at Board of Directors meetings shall rest with three designated delegates from each Member League.

ARTICLE XIII – AMENDMENTS:

Section 13.01. The Constitution and By-laws or Show & Exhibit Rules may be amended by two-thirds vote of the Member Leagues present at the Spring or Fall meetings or by proxy or absentee ballot, or electronic method, provided a forty (40) day notice has been given to all Member League Presidents prior to the vote.

Section 13.02. Procedures For Submitting Amendments:

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a. Any league member proposing changes should thoroughly study, recognize and understand the existing problem or omission. The same criteria should be applied to any proposed solution. Member artists must submit a written formal proposal to their Member League President.

b. The Member League President will submit the proposal to their league for consideration. If the Member League votes to endorse the written proposal it is forwarded to the LSAG President along with any appropriate supporting material.

c. The LSAG President will forward the proposal to the Executive Board to study the proposal and make any appropriate revisions. If necessary, the LSAG Executive Board may appoint a committee to study the proposal. If the Executive Board supports the proposal with or without revisions, the LSAG President will forward the proposal to all Member League Presidents at least forty (40) days prior to any vote.

d. The Executive Board may review and propose amendments to the LSAG Constitution and By-Laws and/or the Show and Exhibit rules. (Appendix 1).

Section 13.03. Changes to the Constitution and By-laws or Show & Exhibit Rules can be presented and voted on via electronic ballot or at the Fall or Spring meetings. Any changes will become effective with the start of the next fiscal year beginning July 1.

Section 13.04. Revision dates; Revised April 13, 1963; October 6, 1963; October 1965; March 9, 1967; May 1, 1970; May 14, 1977; May 1987; May 1991; May 6, 1995; May 17, 1997; March 20, 1999; May 20, 2000, May 12, 2001; May 18, 2002; May 17, 2003; May 22, 2004; May 2006; May 2008; May 2010; May 2011; June 30, 2012; July 1, 2017; July 1, 2020; July 1, 2023

ARTICLE XIV – DISSOLUTION:

In the event the Lone Star Art Guild disbands, all debts will be paid first. Any remaining funds shall be pro-rated according to the size of each Member League.