

# Irondequoit Art Club By-laws

(Revised 2011)

## ARTICLE I Name

The name of this club shall be the IRONDEQUOIT ART CLUB.

## ARTICLE II Object

The object of this club is to:

- 1) Bring together people with an interest in creative art.
- 2) Encourage beginners. Stimulate and develop others through working together from models or still-life set-ups, outdoor sketching, group discussions, informational films and demonstrations by teachers and other professionals.
- 3) Provide a means for exhibiting creative work of its members for the enrichment of the community.

## ARTICLE III Membership

Club membership is open to amateur and professional artists of this area who are 18 years of age or older.

- 1) An applicant may become a member by filling out the membership form in full and paying the annual dues. (see ARTICLE IV)
- 2) Membership defined
  - A. Active members:
    - a) Should be encouraged to attend meetings.
    - b) Assist in some of the affairs of the club.
    - c) Share their work and experience with the club.
    - d) Respect Community Center property; take proper care of club books and equipment.
  - B. An honorary membership may be given for a special service rendered to the club after being approved by the executive council.
- 3) Members are entitled to:
  - A. Exhibit artwork in all club shows with the exception of prejudged shows where artwork will be selected by non-member judges.
  - B. To exhibit in any club sponsored display.
  - C. The opportunity to take advantage of any "extras" such as special rates, prices, instruction classes and privileges, etc., which may be made available to the club
- 4) If deemed necessary, the executive council may suspend or expel any member by a two-third vote of the executive council.

## ARTICLE IV Dues

- 1) Annual dues are payable by January 1 of each year. New members joining in July or later, will pay only half of the yearly fee.
- 2) A special rate of dues will be given for couples.
- 3) All members are required to pay dues promptly. Members in arrears of dues shall not be eligible to enjoy club privileges or to participate in exhibits.

## ARTICLE V Meetings

- 1) Business meetings will be held at the Community Center on the fourth Tuesday of the month at 7:00 p.m. for coffee and social and 7:15 p.m. start of meeting. There are no meetings in June, July, August and December.
- 2) Meetings on Wednesdays from 12:00 p.m. through early afternoon consist of workshops, videos, and various other activities. Schedule of events and dates will be announced at both Tuesday evening and Wednesday afternoon meetings and printed in the Palette. Club activities may be extended throughout the year according to the wishes of the club members.
- 3) Sketch outings may be scheduled as desired.
- 4) Special exhibitions may be arranged by the executive council subject to membership approval.
- 5) Executive and committee meetings shall be called when needed.
- 6) In the conduct of business, Roberts Rules of Order shall prevail.

## ARTICLE VI Officers and Personnel

- 1) The officers of this club shall be: President, Vice President, Secretary, Treasurer and Membership Chairperson. This slate of officers will be named by a nominating committee, presented to the club in October and voted on in November.
- 2) The executive council shall consist of present officers and at least two former officers, designated by the president to help with special problems and be available for consultation.
- 3) The president shall appoint the following chairpersons:
  - A. Publicity
  - B. Exhibit-to be appointed prior to each show
  - C. Historian
  - D. Wednesday Program
  - E. Librarian
  - F. Sunshine
  - G. Newsletter
  - H. Refreshments (organizes host or hostess list and periodically checks supplies for refreshments)

The president may appoint any further chairpersons necessary to meet current needs.

## ARTICLE VII Duties of Officers and Chairpersons

- 1) President
  - A. Officiate at all meetings
  - B. Coordinate the affairs of the club.
  - C. Stimulate committee action.
  - D. Make appointments for committees or meetings necessary to the operation of the club.
  - E. Do the liaison work between the Irondequoit Recreation Department and the club as to meeting place, scheduling of dates, necessary equipment, etc.
  - F. Preserve a file of the club's activities: Keep two copies of the by-laws and amendments, newsletters, yearly programs, show catalogs, etc. which are vital to continuation of these activities.

ARTICLE VII continued

- 2) Vice President
  - A. Assist President at all meetings when necessary.
  - B. Officiate in President's absence.
  - C. Plan program for each evening meeting, with the option of working with a co-chairperson. Contact models and speakers enough in advance to assure their availability. Programs should be diversified enough to interest all members.
  - D. The completed list of programs (prepared for the start of fall meetings and again in January) should be given to the President and Publicity Chairperson in order that the information may be relayed to members through the newsletter and newspaper.
  - E. Be present to introduce speakers and promote coming programs by briefly discussing them at meetings.
  - F. Send letters of thanks after programs.
  - G. Relay information to Publicity Chairperson in time for newspaper articles.
- 3) Secretary
  - A. Keep a record of all meetings.
  - B. Take care of all correspondence not directly pertaining to new members.
  - C. Keep two copies of by-laws and amendments for successor.
- 4) Treasurer
  - A. Receive and record dues.
  - B. Pay bills and make all disbursements, including sales tax. Record each expenditure and obtain receipts.
  - C. Keep up-to-date record of membership and dues while periodically relaying this information to the Membership Chairperson.
  - D. Attend all executive meetings.
  - E. Present a budget and dues recommendation, for review, to the executive council before submitting them to the membership for approval at the November business meeting.
- 5) Membership Chairperson
  - A. Attend meetings regularly to meet newcomers. Take their names and addresses in order to relay club information.
  - B. See that newcomers and visitors are made welcome.
  - C. Give out and accept membership applications. Give all new members a copy of the by-laws and club purpose sheet.
  - D. Make sure to have adequate copies of all of the above (See item C).
  - E. Keep a record of members and prospective members.
  - F. Take attendance at each meeting.
- 6) Wednesday Program Chairperson.
  - A. Duties similar to Vice President's (see ARTICLE VII, items 2C, 2D, 2E). Meetings and schedule are less formal but strive for variety. Plan in advance to get information in newsletter. Give information to publicity chairperson for newspaper if deemed necessary.
  - B. Have occasional model or demonstration.
  - C. Supervise use of club room and equipment.
- 7) Publicity Chairperson
  - A. See that the club and its activities are promoted favorably by every means available: newspapers, radio, TV, flyers, paid advertising, posters, club newsletter, etc. Help promote meetings, outings, guest speakers, and other events.
  - B. Study the years program and plan promotions that would be the most effective.

## ARTICLE VII continued

- 8) Spring Show Chairperson
  - A. With executive committee and show committee, plan type of show and decide on basic format and rules
  - B. Divide work into committees such as publicity, catalog, hanging, decorations, refreshments, judges and prizes, etc. Refer to past show procedure. Check with Treasurer as to financial planning (checks for prizes). Correlate and stimulate work of committees.
  - C. Preserve record of show, winners, attendance, sales, etc. Pass this information on to president and next show chairperson.
- 9) Outing Committee
  - A. If wanted or needed by a group of club members to informally plan outings. Secure location for artistic, interesting views, accessibility and with a central sheltered meeting area with rest rooms.
  - B. Promote attendance at outings through newsletter when possible. Provide map or directions if needed.
- 10) Historian
  - A. Keep a scrapbook and file of all club activities. Include correspondence such as newsletter, lists of programs and events, show rules and catalogs, etc. Keep all publicity notices, newspaper clippings and photographs.
- 11) Ethics Committee
  - A. A committee of three to examine work entered in club exhibits for the purpose of eliminating entries considered not original or in poor taste. This committee will be called upon whenever there is a club exhibit.

## ARTICLE VIII Club Activities

- 1) Tuesday Evening Meetings
  - A. Meetings begin at 7:00 p.m. with coffee and social. A business meeting follows at 7:15 p.m. with program or workshop after the business meeting. This format should be flexible to meet current needs of the club.
  - B. Important business meetings where elections are to take place, amendments voted on, or a major policy change, must be announced in writing at least one month prior to meeting night.
  - C. Program fees should be decided in advance and paid the night of the program. Any unusual expense should be cleared with the executive council at the time the program is being arranged.
- 2) Show Rules
  - A. Exhibitors must qualify as paid members and must have attended 4 scheduled meetings in the year prior to the last spring show.
  - B. All work entered juried Spring Shows must be original and solely your own work.
    - Original is defined as conceived by the artist (subject, design, form, composition, color, shape, media, etc.). An original is not copied or derived from someone else's work including photographs, paintings, prints, magazines, newspapers, computer printouts, etc. Material that has been printed in a publication or having a copyright is not allowed.
    - A copy is defined as an intentional imitation of an original work. A fake may be defined as a copy not intended to deceive. Neither copies nor fakes are acceptable. Please note that a giclee print that is a computer generated copy made with an ink-jet printer is a reproduction and not an original.

- Original prints are acceptable. These include mono-prints (painting on metal, plastic, or glass having a common image inked differently each time), etchings (printing techniques using a resist to cover a plate image drawn in the ground to expose the metal which is then eaten away by an acid), engravings (images scratched into a plate), intaglio (printing using damp paper into a depression which is filled with ink lifting the image onto the paper), lithography (printing technique in which image areas on a plate are chemically treated to accept ink and repel water), and serigraphy (prints produced by silk screen printing).
  - Original renderings of photographs, even if enhanced by the artist, are considered original whether they are made from negatives or digital memory cards. Continued reproductions are considered prints (giclee) and are not acceptable.
  - Computer art is acceptable if the computer is used as a tool controlled by the artist and the work is created by the artist.
  - Commercial art is defined as art advertising a product and is not allowed.
  - Two-dimensional work must be properly framed and wired for hanging. Poster frames are not allowed.
  - Works on canvas may be left unframed in a contemporary manner if the canvas has been expertly stretched and all exposed edges painted. They must be wired for hanging with no visible staples.
  - Work on fabric must be mounted so as to be hung or supported tastefully.
  - Please keep in mind that the back of all paintings will show through the hanging racks and should be neatly finished. Canvas board or other materials with unsightly backs should be covered appropriately.
  - No wet paintings or wet frames are acceptable.
  - Three dimensional works such as sculptures, pottery and jewelry, must be entered with tasteful support platform/table/stand with attractive covering if needed.
  - Ethics Committee may reject any work not in keeping with IAC standards.
- C. In a juried Spring Show, artwork that has been shown in any previous IAC show or that has won an award at any other art show or competition is not allowed.
- D. The number and the type of shows to be held can be arranged as desired. The customary pattern has been to hold an informal show and sale in the fall, with the formal judged show occurring in the spring.
- E. Work in the formal show will be judged and hung without categories.
- F. Unless otherwise stated, the club will always take 10% of all sales.

## ARTICLE IX Election Of Officers

- 1) A nominating committee of three members (if possible, at least one a past officer of the club) is chosen by the president.
- 2) In accordance with whatever vacancies shall occur and whatever offices are to be filled, the nominating committee shall prepare a slate of officers consisting of President, Vice President, Secretary, Treasurer, and Membership Chairperson to be presented at the October meeting. No person shall serve in the same office for more than 2 consecutive years. The term of office begins January 1.
- 3) The nominating committee chairperson shall present this slate again to the club at the November meeting and request additional nominees from the floor. The corrected slate should be presented to the members present for a vote. (if no new names are added, the slate may be accepted as read by only one vote cast by the secretary for the entire slate. This should be in the form of a motion).

## ARTICLE X Amendments

- 1) These by-laws may be altered, modified, amended or others substituted in their stead, only by a two-thirds vote of the members of the club present at a business meeting, provided that the members be notified in writing of the proposed amendment at least one month prior to the date at which the vote is to be taken.
- 2) All amendments must be promptly and accurately written and added to by-laws in the president's file and to two copies for the secretary to keep. These changes must be passed on to each successor. Periodically supplements or additions should be distributed to club members to add to their copies of the by-laws.