

**CONEWAGO CARVERS  
BYLAWS  
EAST BERLIN, PA**

**ARTICLE I ---- NAME AND PURPOSE**

- Section 1. The name of this organization shall be "CONEWAGO CARVERS" and shall be associated with the National Woodcarvers Association.
- Section 2. The purpose of the organization is educational and charitable. It is not for financial gain, nor shall receipt or efforts be used in this manner. The organization will promote, foster and encourage all activities toward the betterment of carving, whittling, and sculpturing. The organization will endeavor to provide facilities for exhibits, displays and the promotion of these activities.
- Section 3. The organization will promote the arts of carving, whittling, and sculpturing as an educational and charitable outlet and service to other organizations as approved by membership vote. Participation in these activities by members will be on a volunteer basis. Any association of members for these purposes that are to be considered a Conewago Carvers function or Conewago Carvers sponsored must be approved by the Planning Council prior to membership vote.

**ARTICLE II ---- MEMBERSHIP**

- Section 1. Any individual interested in the purposes of the organization, whether amateur or professional, may become a member of Conewago Carvers.
- Section 2. The amount of membership dues, payable by January 1, shall be determined by a majority vote of the general membership. Persons joining after the start of the fiscal year pay the full amount. Anyone delinquent for more than three months shall not be considered a member in good standing until such time as their dues are paid. The dues may be changed by a majority vote of the general membership upon recommendation by the Planning Council.
- Section 3. An individual may be accepted or removed through majority vote of the Planning Council as an honorary member. Such members will not be required to pay dues.
- Section 4. If the attitude or conduct of any member or prospective member is considered detrimental to the welfare and purposes of the organization, such member may be expelled or prospective member denied membership upon two-thirds (2/3's) majority vote of the Planning Council. No misconduct charges will be considered against a member unless accompanied by a signed complaint from a member in good standing.
- Section 5. To conduct business at any general meeting, the total of members present at the meeting shall be one-fifth (1/5) of the members in good standing at the time of the meeting or at least thirty (30), whichever is less.

**ARTICLE III ---- OFFICERS**

- Section 1. The officers of the organization are President, Vice President, Secretary, Treasurer, Editor, Librarian and Assistant Librarian.

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- Section 2. The offices of President, Vice President, Secretary, and Treasurer are filled by membership vote as required by Article VI of these Bylaws. The Editor, Librarian and Assistant Librarian are filled by majority vote of the Planning Council.
- Section 3. The term of office of the President, Vice President, Secretary and Treasurer is one (1) year.
- Section 4. The term of Editor, Librarian and Assistant Librarian will normally coincide with the term of the President; however, they may be reappointed as provided for in Article III, Section 2.
- Section 5. The President and Vice President may serve more than one term, but not more than two terms consecutively. However, the Vice President may serve two terms as Vice President and two terms as President, if duly elected.
- Section 6. The Secretary and Treasurer may serve as many terms as elected.
- Section 7. An officer may only be removed from office by a two-thirds majority vote of the Planning Council. A majority vote of the membership is required to rescind the action.

### ARTICLE IV----- DUTIES OF OFFICERS

- Section 1. The President shall preside over all meetings of the Planning Council and all general meetings of the membership. The President will exercise a general supervision over the affairs of the organization, subject to the control of the Planning Council. The president will perform generally all duties incident to the office and such other duties as may be assigned by majority vote of the Planning Council. The President will appoint the at large Planning Council members.
- Section 2. The Vice President shall perform all duties of the President in his absence or during the President's inability to act. The Vice President may have other duties and responsibilities as assigned by the President or majority vote of the Planning Council.
- Section 3. The Secretary shall keep official attested copies of the minutes and proceedings of the Membership meetings and the Planning Council meetings. The Secretary shall be responsible for all correspondence.
- Section 4. The Treasurer will keep such books and records as may be required by the Planning Council and will also have custody of the funds and securities of the organization. The Treasurer will manage these funds and securities as directed by the Planning Council and shall deposit the funds of the organization to its credit in such banks or depositories as is necessary from time to time. When necessary and with the approval of the President or Planning Council, the Treasurer may endorse checks, notes and other obligations on behalf of the organization. The Treasurer shall submit a full and accurate report of the financial condition of the organization to the membership monthly and at other times as required by the Planning Council.

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Section 5. The Editor will be responsible for Conewago Carvers publications, announcements, and general publicity. The Editor may select additional committees required to carry out his/her functions upon approval of the Planning Council.

Section 6. The Librarian is responsible for securing, maintaining, organizing, issuing and storage of books, patterns, documents and other items available for loan to the membership. The Librarian will provide availability of such documents to the membership as directed by the Planning Council.

Section 7. The Assistant Librarian shall assist the Librarian and will perform all duties of the Librarian in his/her absence.

ARTICLE V ---- PLANNING COUNCIL

Section 1. The Planning Council will be comprised of the President, Vice President, Secretary, Treasurer, Past President, Editor, Librarian, Assistant Librarian, the chairpersons of major committees, and sufficient other members at large to make a total committee of no more than 15 persons. The Planning Council members shall be made known to the general membership whenever there is a change but not less than once a year.

Section 2. The Planning Council shall meet at least quarterly for the purpose of reviewing, planning and approving of activities and programs of the organization. The Planning Council shall have the responsibility for planning the activities of the organization and shall carry on the business of the organization.

Section 3. Planning Council meetings are at the discretion of the President. A special Planning Council meeting may be called by a majority of the Planning Council members at any time.

Section 4. A summary of the activities of the Planning Council are to be reported to the membership by the President at the next general membership meeting following the Planning Council meeting.

Section 5. Planning Council vacancies will be filled by recommendations from the Planning Council or general membership and shall be appointed by the President.

ARTICLE VI ---- ELECTION OF OFFICERS

Section 1. Election of officers will be held at the November meeting in the year of expiration of their normal term of office.

Section 2. The Planning Council will make no more than two nominations for each elected office by the October meeting of the year in which the term of office expires. The general membership may add two more nominations from the floor during this meeting if the nominee has agreed to serve.

Section 3. Each member of the organization in good standing shall be entitled to one vote.

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Section 4. Election of officers shall be by majority vote of the membership. Written ballots may be required at the discretion of the President.

Section 5. Newly elected officers will assume their duties as of January 1 following their election.

Section 6. Should the President not fulfill his term of office for any reason, the Vice President shall automatically become President. A new Vice President shall be nominated by majority vote of the Planning Council and shall be affirmed by majority vote of the membership at a general meeting within two meetings of the resignation.

Section 7. Should the Vice President not fulfill his term of office for any reason, a new Vice President shall be nominated by majority vote of the Planning Council and shall be affirmed by majority vote of the membership at a general meeting within two meeting of the resignation.

### ARTICLE VII ---- BYLAW AMENDMENTS

Section 1. These Bylaws may be amended at a general membership meeting by a two-thirds (2/3's) majority vote of the members present.

Section 2. Amendments must be approved by the Planning Council and shall be published and made available to the general membership at least one month prior to voting for the amendment.

Section 3. Approved amendments to the Bylaws shall be published as addenda and distributed to the general membership. Reprinting of the entire Bylaws for distribution shall be at the discretion of the Planning Council.

### ARTICLE VIII --- MISCELLANEOUS

Section 1. Regular membership meetings will be held monthly.

Section 2. The fiscal year and the program year will be coincident and shall start January 1.

Section 3. An annual audit of all financial accounts shall be made prior to the start of each fiscal year and upon the resignation or removal from office of the Treasurer. An audit may be ordered by the Planning Council at any other time. At least two auditors will be chosen from the general membership and they will certify the audit in writing.

Section 4. All members are to receive a copy of the Bylaws of the organization and additional copies are to be available in the library for membership use.