**SMOCKING ARTS GUILD OF AMERICA (SAGA)**

**Chesapeake Treasures Chapter**

**Standard Bylaws for Affiliated Chapters (Revised 05/01/2025)**

**ARTICLE I – Name**

The name of this organization shall be **Chesapeake Treasures** Chapter of the Smocking Arts Guild of America (SAGA).

**ARTICLE II – Purpose**

The purpose of the Smocking Arts Guild of America shall be:

To preserve and foster the art of smocking and related needlework for future generations through education, service, communication, and quality workmanship.

**ARTICLE III – Members**

*Section 1.* There shall be eligible for membership in SAGA, as a "member" hereof, any person who is interested in the purpose of the organization by application and payment of dues.

*Section 2.* A member of a Chapter shall simultaneously be a member of SAGA.

*Section 3.* Members of a Chapter shall have all the rights of membership, which include receiving publications emanating from the SAGA Executive Office, and voting on all matters at Chapter level, at Regional Seminars, at SAGA Conventions, and by mail or secure electronic ballots for the election of SAGA Officers. Chapter members may hold office at Chapter, Regional, and National levels.

**ARTICLE IV – Officers**

*Section 1.* The Chapter Board of Directors shall consist of the elected Officers and as many elected Directors as the Chapter deems necessary.

*Section 2.* The Officers of the Chapter shall be no less than a President, a Vice President, Secretary, and Treasurer.

*Section 3.* The term of office shall be for one (1) year. No Officer shall hold the same office for more than two (2) consecutive terms.

*Section 4.* A vacancy in the office of President shall be filled by the 1st Vice President of Operations (Programs) for the unexpired term. Any other vacancy on the Board of Directors shall be filled by the remaining members of the Board of Directors voting thereon by ballot.

*Section 5.* Any part of a term equaling or exceeding one‐half of the regular term will be considered a term in determining eligibility for re‐election.

**ARTICLE V – Elections**

*Section 1.* A Nominating Committee of three (3) members shall be elected at the **April** meeting. The Committee shall choose its own Chairperson.

*Section 2.* The Nominating Committee shall provide the names of one (1) or more nominees/candidates for each Officer to be elected by electronic email to the Chapter membership no less than ten (10) days prior to the **June** Chapter Business meeting.

Section 3. At the **June** Chapter Business meeting, the slate of candidates shall be presented and voted on for each Officer to be elected. Nominations may also be made from the floor.

*Section ~~4~~.* All Officers shall be installed at the **September** Chapter Business meeting and shall assume office in October. They shall serve a term of one (1) year and shall not hold the same office for more than two (2) consecutive terms.

*Section 5.* In the event there is only one (1) nominee for any office, the Secretary may be instructed to cast the ballot. Any member in good standing shall be eligible to serve as an Officer.

**ARTICLE VI - Meetings**

*Section 1.* The Chapter shall meet regularly at such time and place as may be determined by the President. Whenever necessary at the discretion of the Chapter Board of Directors, the date, time, and place of a Chapter Business or Program meeting may be changed.

*Section 2.* Special Meetings may be called by the President or by a majority of the Chapter Board of Directors. The call for a Special Meeting shall state the business to be transacted and no business shall be transacted except that stated in the call.

*Section 3.* The Chapter Board of Directors shall meet as required.

*Section 4.* The Chapter Annual Meeting, known as the Budget and Planning Meeting, of the Chapter shall be held in August, at which time Annual Reports of Officers and Committee Chairs shall be presented. The Annual Finance Committee Report shall be given at the September Chapter Business meeting.

*Section 5.* The quorum for the transaction of business at any meeting of the Chapter shall be one-third of the members thereof. A quorum for the Chapter Board of Directors meeting shall be a majority of the Directors thereof.

**ARTICLE VII – Dues**

*Section 1.* Each Chapter member shall pay an annual Chapter Dues of **$25** which shall be payable on the acceptance of membership and thereafter **at or *before the November Chapter Program meeting*.**

**ARTICLE VIII – Duties of Officers**

*Section 1.* The President shall preside at all meetings and serve as Chairperson of the Chapter Board of Directors. She shall call Chapter Business meetings and such Special Meetings of the Chapter Board of Directors as may become necessary. She shall appoint all Standing and Special Committees (with the exception of the Nominating Committee) and designate the Chairperson thereof. She shall cause to be sent all IRS forms, a financial report, amembership list, a Wee Care Report, and such other information as requested by the SAGA Board of Directors or the SAGA Executive Office.

*Section 2.* The 1st VP of Operations (Programs) shall perform the duties of the President in her absence and succeed to the Office of President if that Office becomes vacant.

*Section 3.* The 2nd VP of Membership shall manage all activities related to prospective new and returning members to include collection of dues, tracking renewals, maintaining a current membership list, and soliciting new members.

*Section 4.* The Secretary shall be responsible for the permanent records of the Chapter including minutes of all Chapter Business and Special Meetings of the Chapter and the Chapter Board of Directors. She shall keep a current roster of the Chapter membership and perform such duties as may be requested by the President or by the Chapter Board of Directors.

*Section 5.* The Treasurer shall be custodian of all funds: pay bills authorized by the Chapter Board of Directors; keep an itemized account of receipts and disbursements; present a written report at Chapter Business meetings and the Chapter Board of Directors; deliver audited records to her successor within 15 days following the expiration of her term of office.

**ARTICLE IX - Committees**

*Section 1.* The President shall appoint the following Standing Committees: Finance (usually the Treasurer) and Audit. She shall act as ex officio member of every Committee except the Nominating Committee.

*Section 2.* The President shall appoint such Special Committees as she and the Chapter Board of Directors may deem necessary.

*Section 3.* The duties of the Committees shall be such as are implied by their respective titles, provided that such duties shall be in harmony with any similar Committee of SAGA.

**ARTICLE X - Amendments**

*Section 1.* These Bylaws may be amended, where the blanks occur (with the exception of the blank provided for Chapter name), at any Chapter Business meeting by a two‐thirds vote of the members present and voting, providing that the proposed amendment has been submitted in writing to each voting member of the Chapter at least ten (10) days prior to the date of such meeting.

*Section 2.* Any amendment filling a blank shall be effective when adopted by the Chapter.

*Section 3.* Other amendments to these Bylaws may be proposed by the Chapter but shall not be in conflict with the SAGA Bylaws.

**ARTICLE XI – Parliamentary Authority**

The rules of parliamentary practice comprised in the current edition of Robert's Rules of Order Newly Revised shall govern all proceedings of the Chapter and Chapter Board of Directors, except where inconsistent with these Bylaws.

**ARTICLE XII – Fiscal Year**

The fiscal year shall be in conformance with the dates specified by SAGA. The fiscal year shall be the calendar year.

This document (Chesapeake Treasures Chapter Bylaws) is revised as of 05/1/2025 based on the 03/2019 SAGA Standard Bylaws for Affiliated Chapters.