

Bylaws

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Richmond Woodturners (formally called **Woodturners Anonymous of Richmond**),
A Chapter of the American Association of Woodturners, Inc., A Nonprofit Corporation
(Hereinafter called AAW)

ARTICLE I - ORGANIZATION AND LOCATION

Richmond Woodturners is organized as a forum for individuals interested in woodturning and was formed on May 30, 1997. The primary purposes of Richmond Woodturners are consistent with the fundamental purposes of AAW, "to provide Information, Education and Organization to those interested in turning wood." The membership is drawn from, the Richmond, VA area, and serves, but is not limited to Richmond and Central Virginia.

The Chapter organizer is the current President.

ARTICLE II – OFFICE

The principle office of this organization will be located in Richmond, Virginia.

ARTICLE III - RELATION OF RICHMOND WOODTURNERS TO AAW

General Members of Richmond Woodturners are members in good standing of AAW (See Article V for definition of General Member).

While it is understood that AAW will provide advice and counsel, as requested, the nature and extent of the activities of Richmond Woodturners is determined by Richmond Woodturners. Demonstrations, while part of the normal activities of Richmond Woodturners, are to be conducted solely at the discretion of the Board of Directors of Richmond Woodturners and all safety and instruction are to be under the explicit direction and control of the Board of Directors.

As recommended by AAW, notice will be given to participants during any demonstration where woodturning equipment is used, that safety eye protection, preferably a full-face shield must be worn and that woodturning equipment is potentially dangerous.

ARTICLE IV – PURPOSES

In addition to the primary purposes, as stated in Article I, the other purposes of Richmond Woodturners are to:

1. Provide a meeting location for woodturners.
2. Share ideas regarding woodturning including lathes, tools, turning materials, turning techniques, and design of turned objects.
3. Exchange wood and other woodturning materials.
4. Inform members about activities of interest to woodturning.
5. Promote woodturning as an art form and craft.

ARTICLE V - MEMBERSHIP AND FEES

General Members – Members in good standing of both Richmond Woodturners and AAW. Only General Members may hold office or conduct demonstrations.

Associate Members – Members in good standing with Richmond Woodturners but not members of AAW.

Family Members - All members residing at the same address and in good standing of both Richmond Woodturners and AAW. The family membership fee will be determined by the Board of Directors at a level to recover the costs associated with mailings and activity promotions

Student Members - Students under the age of 19. Student Members (under 16) must be accompanied to meetings and activities by a parent or guardian. Student Members will be non-voting members.

Honorary Members – General or Associate Members who have served Richmond Woodturners in an outstanding manner over several years. They are voted to honorary status by the General Membership and are exempt from payment of membership fees to Richmond Woodturners.

Membership Fees - The fees for membership in Richmond Woodturners will be periodically reviewed and determined by the Board of Directors. The fee structure will be set to encourage membership in the AAW and will be reported to the membership by the Board of Directors in the July edition of the newsletter. Fees will be payable at the beginning of the calendar year. Fees for new members are payable upon joining. Members joining after the November meeting shall be considered to have paid for the following year.

Fees for membership in AAW are separate from those for Richmond Woodturners and are to be paid directly to AAW by the member.

ARTICLE VI – MEETINGS

Richmond Woodturners will meet monthly. The meeting dates and locations are to be determined by the Board of Directors. Notice of meeting date, location and content will be announced in the newsletter and/or Website.

ARTICLE VII – OFFICERS

Board of Directors – The Board of Directors shall consist of the current officers and all past presidents who are still members of Richmond Woodturners.

All Directors of Richmond Woodturners agree to be members in good standing of the American Association of Woodturners, Inc.

The Board of Directors shall meet from time to time to conduct and oversee planning and other business. All members in good standing are eligible to attend meetings but only Directors are eligible to cast votes.

Officers - Officers will be elected by the members in good standing. Elections shall normally be held in November and newly elected Directors shall assume office at the January meeting.

A: President: The President shall be the principle executive officer. The duties of the President include, but are not limited to the following:

1. Supervision and control of the business and affairs of Woodturners Anonymous of Richmond.
2. Call or cause to be scheduled meetings of the Board of Directors and general membership meetings.
3. Preside at all meetings except committee meetings presided over by the respective chairpersons.
4. Act as the principle contact for the American Association of Woodturners.
5. Appoint committees with approval of the Board of Directors.
6. Is ex-officio member of all committees but may appoint another director as a stand-in.

B: 1st Vice President: In the absence of the President or in the event of the President's death, inability to serve, or refusal to act, the 1st Vice President shall perform the duties of the President. When so acting, the 1st Vice President shall have all the responsibilities, duties, and powers of the President and shall be subject to all the restrictions upon the President. The 1st Vice President shall perform other such duties as may be assigned by the President.

Specific duties of the 1st Vice President include, but are not limited to the following:

1. Locate, schedule, and coordinate demonstrators and demonstrations, otherwise known as the "Program" for each of the general membership meetings, and special meetings as agreed upon by the Board of Directors, assuring that insurance requirements are met by such activities.
2. Coordinate and conduct chapter raffles, to include obtaining and maintaining raffle prizes.
3. Maintain distribution and collection of nametags at each meeting.

C: 2nd Vice President: In the absence of the 1st Vice President, the 2nd Vice President shall perform the duties described above. The 2nd Vice President shall perform other such duties as may be assigned by the President.

Specific duties of the 2nd Vice President include, but are not limited to the following:

1. Plan and coordinate monthly turning challenges including management of participant's award and drawing for same.
2. Plan and coordinate the Summer picnic and holiday party
3. Coordinate chapter involvement in symposia
4. Plan and coordinate special chapter art shows at local galleries and other venues.

D: Treasurer: The Treasurer shall collect all membership fees and other monies. The Treasurer is responsible for maintaining current and accurate record of all monies and assets, including tools, machines, real and investment. The Treasurer shall report the cash account balance at the request of the President at general membership meetings and submit a written summary report at

the end of each calendar year. In general, the Treasurer shall perform all the duties incident to the office of Treasurer and such other duties as may be assigned by the President.

E: Secretary/Newsletter Editor: The Secretary/Newsletter Editor shall keep minutes of Board meetings and of those portions of regular meetings during which official business is conducted and shall distribute same to all Board members. The Secretary shall see that notices are duly given to members as required by the by-laws and shall maintain the official records including, but not limited to, a current copy of the by-laws. The Secretary & Newsletter Editor shall also be responsible for publishing and distributing the chapter's monthly newsletter. This shall include but not be limited to receiving and collecting articles and photographs from the general membership meetings, special meetings, and other woodturning related events of interest to the membership to be used in the creation of the newsletter. The newsletter document shall be written in a form that will provide a public record of the activities of the Chapter.

F: Resource Manager: The Resource Manager shall be responsible for receiving and maintaining books, magazines, tapes, CD's, DVD's and other such media, making same available to the membership at general membership meetings. The Resource Manager shall also be responsible for maintaining audio/visual equipment used in the performance of programs including ensuring that trained operators are available for monthly and professional demonstrations.

G: Information Manager: The Information Manager shall be responsible for development and maintenance of the chapter's Internet Website. The Information Manager shall also maintain the official membership roster and phone list, which includes, but is not limited to all members in good standing in all membership categories.

H: Membership Manager: The Membership Manager shall be responsible for greeting visitors and accepting new member applications at the monthly meetings, as well as collecting dues monies. He shall produce and maintain the membership roster and provide that information to the Board of Directors.

Non-elected Positions: The President is empowered to create any temporary position deemed necessary. The President, with the advice and consent of the Board of Directors, may appoint members to temporary positions for a term to be determined by the President to serve solely at the pleasure of the President. The President is empowered to remove, replace and/or terminate temporary positions without notice to or discussion by the membership or the Board of Directors. The current committees include: AAW Symposium Chapter Challenge, Educational Opportunity Grant and Nominating.

Removal: The membership may remove any elected Officers when it is deemed that the best interests of Richmond Woodturners would be served by such removal. Removal will be accomplished by a majority affirmative vote of General and Associate Members attending a meeting. The vote shall be announced at a regularly scheduled meeting and through a mailing from the Board of Directors. Voting will be made either by secret ballot at a regularly scheduled meeting or through mailed ballots.

Vacancies: The President with the approval of the Board of Directors may appoint a qualified General Member to a vacant office, or may call for an election. An election will be decided by a majority vote of General Members casting ballots at a regularly scheduled meeting or by mail ballot.

ARTICLE VIII - NOMINATION OF OFFICERS

Prior to the holding of elections, the President shall appoint, with the advice and consent of the Board of Directors, Members in good standing to a Nominating Committee which shall select a slate of candidates for each vacancy to be filled (except Past President) and present the slate of candidates to the members. The Nominating Committee will assure, to the extent possible, the qualifications of each candidate and the willingness of the candidate to serve if elected. Members in good standing may propose members for consideration by the Nominating Committee.

ARTICLE IX – INDEBTEDNESS

All functions of Richmond Woodturners are on a cash basis. Richmond Woodturners may not incur any debt through the actions of the officers or any of its members. AAW’s national office MUST be notified in writing PRIOR to Richmond Woodturners incurring any indebtedness for AAW.

ARTICLE X - DISCLAIMERS: FISCAL AND LEGAL

The corporation, American Association of Woodturners, Inc., specifically disassociates itself from any debts, obligations or encumbrances of Richmond Woodturners. The Corporate Board of Directors of AAW is not responsible for the debts, nor shares in the profits of Richmond Woodturners. The Corporate Organization does not shoulder any legal liability for accidents that occur during events of any kind sponsored or not sponsored by Richmond Woodturners. Richmond Woodturners specifically disassociates itself from any debts, obligations or encumbrances of the American Association of Woodturners. The Board of Directors of Richmond Woodturners is not responsible for the debts nor shares in the profits of the American Association of Woodturners. Richmond Woodturners does not shoulder any legal liability for accidents that occur during events of any kind sponsored or not sponsored by AAW.

ARTICLE XI – INSURANCE

As a chapter of AAW, Richmond Woodturners will utilize insurance available through and required by AAW. All demonstrators from Richmond Woodturners must be General Members to be covered by insurance. Demonstrators that are not members of Richmond Woodturners must be members in good standing of AAW..

ARTICLE XII – AMENDMENTS

These By-laws may be altered, amended, or repealed and new By-laws may be adopted by a vote of the simple majority of the qualified voting members of Richmond Woodturners casting ballots at a meeting of the members. Proposed changes to these By-laws shall be disseminated to the membership at least one month in advance of the meeting at which the vote will be taken. Copies of all modifications to these By-laws must be filed with the Administrative Office of AAW.

ARTICLE XIII - MEMBER NOTIFICATIONS

Annually, in the January edition of the newsletter, the membership shall be notified of the following information:

- The name, and phone number of each of the elected officers.
- The primary and correspondence mailing address for Richmond Woodturners
- The membership fee structure.

ARTICLE XIV - -- QUORUM AND ORDER OF BUSINESS

A Quorum shall consist of those members in good standing present at a scheduled general meeting or a majority of the Directors present at a scheduled Board Meeting. Meetings shall be conducted following the usual rules of parliamentary procedure, the use of which is to facilitate proceedings. The principles are: the majority rules, the minority has the right to be heard, courtesy shall be extended to all. In the event of a dispute, Roberts Rules of Order, Modern Edition shall be consulted.

ARTICLE XV – INDEMNIFICATION

Richmond Woodturners Board of Directors may indemnify any officer, or member who is a party or is threatened to be a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative, other than an action by or in the right of Richmond Woodturners by reason of the fact that the individual is or was an, officer, employee, member or agent of Richmond Woodturners or is or was serving at the request of Richmond Woodturners against expenses, including reasonable attorneys’ fees, judgments, fines and amounts paid in settlement actually and reasonably incurred by the individual in connection with such action, suit, or proceeding if the individual acted in good faith and in a manner the individual reasonably believed to be in or not opposed to the best interests of Richmond Woodturners and with respect to any criminal proceedings, if the individual had no reasonable cause to believe that the conduct was unlawful.

Adopted: 2009

Signatures of Officers presiding at the time the bylaws were approved.

_____	_____
Date:	President
_____	_____
Date:	1st Vice President
_____	_____
Date:	2nd Vice President
_____	_____
Date:	Secretary/Newsletter Editor
_____	_____
Date:	Treasurer
_____	_____
Date:	Resource Manager
_____	_____
Date:	Information Manager
_____	_____
Date:	Membership Manager

