

**CONSTITUTION AND BY-LAWS  
VIRGINIA WATERCOLOR SOCIETY  
CONSTITUTION**

**ARTICLE I: TITLE AND PURPOSES**

Section 1: **TITLE**

The title of this organization shall be “The Virginia Watercolor Society”, hereafter referred to in the Constitution and By-Laws as the “VWS”. The VWS is a non-profit educational organization, formed under Internal Revenue Code #501-C3.

Section 2: **PURPOSES**

The purposes of VWS shall be to foster the advancement and study of aqua media painting, and to provide information about aqua media painting to the public.

**BY-LAWS**

**ARTICLE I: MEMBERSHIP**

Section 1: **ELIGIBILITY**

Any resident of Virginia is eligible for membership. A resident is defined as any person who maintains a voting residence in the Commonwealth of Virginia. Any resident of Virginia who attained artist status while a resident of the State but who has relocated out-of-state is eligible for membership. (Amended 2010). All members shall pay dues each year except where noted for Life Members and may participate in all activities of the VWS and may vote. Membership shall consist of the following four classes:

- A. Active membership. Open to any resident of Virginia and to any former resident of Virginia living out-of-state who attained artist membership while in residence in Virginia.
1. B. Artist Membership. Any person who has had art work accepted in three juried VWS Annual Exhibitions. Such a person may be a resident of Virginia or elsewhere.
- C. Student Membership. Open to any full-time student at any recognized Virginia educational institution.
- D. Life members. Artist members who have been in good standing for twenty (20) years or more and artist members who are seventy-five (75) years old and who have been artist members for at least five (5) years.

The yearly dues requirement is waived for Life members. (Amended 2010)

No more than two nominees per year will be accepted in this category.

## Section 2: **CHANGE OF ADDRESS**

It shall be the responsibility of the member to notify the VWS Membership Chair in writing of any change of address.

## **ARTICLE II: OFFICERS AND DIRECTORS AND THEIR DUTIES**

The officers shall include a President, President ex-officio, Vice President, Recording Secretary, four members at large, State Postal Secretary, State Treasurer, State Historian, Webmaster (Amended 2003), State Membership Chair, State Newsletter Chair.

### Section 1: **PRESIDENT**

- A. The term of office shall be for one year from the date of election.
- B. The duties of the president shall be to: preside at all meetings; serve as a consulting member of all committees; sign checks from exhibition treasury, in the absence of exhibition treasurer; appoint a nominating committee of three VWS members by February 1; appoint Area Representatives.

### Section 2: **PRESIDENT EX-OFFICIO**

The President Ex-Officio shall be the immediate past president and shall serve as a non-voting, consulting member of the Exhibition Board.

### Section 3: **VICE PRESIDENT**

- A. The term of office shall be for one year from the date of election.
- B. The duties of the Vice President shall be, in the absence of the president, to perform the duties of the President.

### Section 4: **RECORDING SECRETARY**

- A. The term of office shall be for one year from the date of election.

- B. The duty of the Recording Secretary shall be to record proceedings of the VWS Exhibit Committee and the annual meetings.

**Section 5: STATE POSTAL SECRETARY**

- A. The term of office shall be for one year from the date of election.
- B. The duties of the Postal Secretary shall be to disseminate VWS information to the membership.

**Section 6: STATE TREASURER**

- A. The term of office shall be for one year from the date of election.
- B. The duties of the Treasurer shall be:
  1. Receive monies and pay bills
  2. Keep a correct accounting of all VWS financial transactions
  3. Provide a financial statement at each board and annual meeting.
  4. Present accounts for audit by a Certified Public Accountant designated by VWS for the fiscal year, January 1 to December 31.
  5. Sign all checks

**Section 7: STATE HISTORIAN**

- A. The term of office shall be for one year from the date of election.
- B. The duties of the Historian shall be to maintain and preserve an archival collection for VWS

**Section 8: MEMBERS-AT-LARGE**

- A. The term of office shall be for one year from the date of election.
- B. The duties of the Members-at-Large shall be performed as assigned.

**Section 9: WEBMASTER**

- A. The term of office shall be for one year from the date of election.
- B. The duties of the Webmaster are to maintain VWS' website. (Amended 2003)

**Section 10: STATE MEMBERSHIP CHAIR**

- A. The term of office shall be for one year from the date of election.
- B. The duties of the Membership chair shall be to keep a list of VWS members. Duties will also include keeping a list of show acceptances and awards by

members, posting dues notice by the newsletter, Waterlogue, and collecting of yearly dues.

#### Section 11: **STATE NEWSLETTER EDITOR**

- A. The term of office shall be for one year from date of election.
- B. The duties of the newsletter editor shall be to collect news and information about the membership and yearly exhibitions and to publish this information in three to four newsletters yearly.

### **ARTICLE III: MEETINGS**

Roberts Rules of Order shall govern all meetings of VWS insofar as they are applicable.

#### Section 1: **ANNUAL MEETINGS**

- A. The Annual Meeting shall be held during the annual exhibition weekend.
- B. Notice of the meeting shall be made by mail at least thirty (30) days prior to the date of the Meeting.
- C. A quorum for conducting business at the Annual Meeting shall be a majority of the members present.

### **ARTICLE IV: COMMITTEES**

#### Section 1: **NOMINATING COMMITTEE AND NOMINATIONS**

The President will appoint a Nominating Committee of three (3) members not currently holding office in the VWS. No person may serve on the Nominating Committee for more than two consecutive terms. The duties of the Nominating Committee shall be to:

1. Nominate officers and members at large and determine their availability and willingness to serve
2. Present names of persons nominated to the President at 60 days before the Annual Meeting.
3. Present names of persons nominated to the Annual Meeting for election.

#### Section 2: **EXHIBITION COMMITTEE**

This Committee shall stage the annual VWS Exhibition. Chairman of the Exhibition Committee/Board may appoint any number of members considered necessary. The actions of the Committee/Board shall be subject to the approval of the Officers and Directors and shall operate with a budget and a plan that has been approved by the Officers and Directors. The Exhibition Committee shall appoint

an Exhibition Treasurer and maintain a separate bank account for the exhibition. A complete final accounting of the exhibition shall be provided the State Treasurer within 90 days from the closing of the exhibition. The VWS shall have an annual jurored or juried exhibition. Whenever possible the exhibition shall be staged in a different part of the State each year. The jury or juror shall be from outside the membership. VWS requires adherence to the specific guidelines and conditions of entry as stated in the prospectus, specifically: 1. After submission of entry no changes of stated price, image or no-show (availability) will be accepted; and 2. If the accepted artwork is withdrawn from exhibition, the artist will not be eligible to enter the following year's exhibition. (Amended 2003)

### Section 3: **OTHER COMMITTEES**

Committees for special purposes shall be appointed as necessary or desirable by the President, or as the Committee/Board may specify.

### **ARTICLE V: AREA REPRESENTATIVES**

- A. Area representatives may be appointed by the President for each of the Congressional Districts of the State.
- B. The duties of the Area Representatives are to:
  - 1. Receive and disseminate information from members.
  - 2. Forward information about prospective members and activities of members in their districts to the editor of the VWS newsletter, The Waterlogue.

### **ARTICLE VI: OTHER ACTIVITIES**

VWS may fulfill its purposes by scheduling other appropriate activities. Only those activities and their funding approved by the Committee/Board may be promoted, presented or advertised as official activities of VWS.

### **ARTICLE VII: AMENDMENTS**

These By-Laws may be amended in one of two (2) ways:

- A. By the Committee/Board presenting the proposed amendment to the Annual Meeting or at a meeting called for that purpose.
  - 1. Notice shall be given to the membership at least thirty (30) days prior to the meeting at which the action shall be taken.
  - 2. A two-thirds vote of the members present at the meeting shall be necessary for adoption.
- B. By presenting the proposed amendment to the Recording Secretary in writing, signed by not less than ten (10) members, at least sixty (60) days

prior to the meeting at which action shall be taken. A two-thirds vote of the members present at the meeting shall be necessary for adoption.

#### **ARTICLE VIII: DUES**

- A. Any change of dues as established must be approved by the membership.
- B. Dues, after the initial membership application and payment, will be renewable each year by January 1. New members who join the VWS and pay their initial dues in October, November or December shall have their membership extended until December 31 of the following year.
- C. Life members are exempt from paying dues. (Amended 2010).

Revised 2011