

THE KENTUCKY BASKET ASSOCIATION, INC.

KBA BY-LAWS

I. NAME

The name of this nonprofit organization shall be: Kentucky Basket Association, Inc.

II. PURPOSE

- A. The purpose of this organization shall be to:
 - 1. Perpetuate the art of basketry;
 - 2. Educate members and promote interest in basketry;
 - 3. Emphasize the historic value and heritage of basketry;
 - 4. Promote excellence in basket materials and design.
- B. Restriction of Activities: All services rendered by any member of the association must be strictly voluntary:
 - 1. No member may charge the association for services rendered without prior approval from the Kentucky Basket Association board;
 - 2. No part of the activities shall be lobbying or otherwise attempting to influence legislation, and the organization will not participate in any political campaign for public office.

III. ACTIVITIES

In order to pursue its purpose, the organization shall engage in the following activities:

- A. Educate the public and membership through our web site and Facebook page;
- B. Encourage formation of local guilds;
- C. Announce formation of local guild(s) to members of Kentucky Basket Association;
- D. Provide Kentucky Basket Association membership roster;
- E. Hold workshops, seminars, conventions, etc. to educate in the art of basketry.

IV. MEMBERSHIP

- A. Anyone interested in perpetuating the art and education of basketry shall be eligible to join with the payment of dues.
- B. Categories of membership shall be: individual.
- C. The amount of dues shall be determined by the quorum of members present at the annual meeting.
- D. Membership dues shall cover the period of October 1 through September 30.

V. BOARD AND OFFICERS

- A, The board, charged with the management of this Association, shall consist of twelve (12) voting members including: the president-elect, president, communications coordinator, treasurer, secretary and past-president, plus six (6) members at large,

with effort to represent the membership of KBA. All board members shall be in good standing of the organization.

- B. Non-voting members of the board shall be standing committee chairs, unless such position is held by an elected board member.
- C. A quorum of the board shall consist of six (6) voting board members (normally a quorum is more than one-half, which would be seven).
- D. The officers shall be president-elect, president, immediate past president, treasurer, communications coordinator and secretary. President shall be elected every year; treasurer and communications coordinator shall be elected on odd-numbered years; and secretary shall be elected on even-numbered years.
- E. The duration of an officer's term is two (2) years, with the exception of president-elect, president and immediate past president, which will be one (1) year.
- F. Officers may serve no more than two (2) consecutive terms in the same office.
- G. The duties of the officers shall be as follows:

PRESIDENT:

- 1. Preside at all meetings of the board and of the association.
- 2. Prepare written agendas for all meetings, which shall be made available to the board members prior to the meeting.
- 3. Appoint all committee chairs, with board approval.
- 4. Direct and conduct the activities of the association according to these bylaws.

PRESIDENT-ELECT:

- 1. Work in close cooperation with the president.
- 2. Preside at meetings in the absence of the president.
- 3. Perform such other duties as assigned by the president.

COMMUNICATIONS COORDINATOR:

- 1. Maintain the KBA Facebook page and website (to include ads and articles typically contained in a newsletter).
- 2. Produce the convention brochure, with teachers and classes as chosen by the Board.

SECRETARY:

- 1. Record all minutes of the association.
- 2. Submit a copy of all minutes within thirty (30) days to the board.
- 3. Carry on the correspondence of the association as directed by the board.
- 4. Maintain/keep on file all records and papers pertaining to the association.
- 5. Pass all records and papers in good order to the incoming Secretary no later than ten (10) days after end of term.

TREASURER:

- 1. Receive all revenues of association and pay all authorized bills, keeping an itemized account of all receipts and disbursements.

2. Present a written report at all meetings.
3. Submit the treasurer's books for audit at the end of term of office. The President will appoint the audit committee.
4. Pass all books, records and papers to incoming treasurer in good order at completion of term and audit.
5. Receive and record membership forms and dues and keep an updated master membership list.
6. Forward a copy of the updated membership list to the President and Communications Coordinator upon request.

VI. NOMINATIONS AND ELECTIONS

- A. The Board and Officers shall search for one or more nominees for each office and at-large board member. Open positions shall be posted through the organization's Facebook page and web site. These nominees will be presented at the annual meeting. Each nominee shall be a member of the association, in good standing and willing to serve. A member in good standing must be current in payment of dues, and must exhibit compliance with the purpose of this organization. Other candidates for officer or at-large board member may be nominated by members of the organization, before or at the annual meeting. Each of these candidates must be eligible and willing to serve.
- B. The election of officers and representatives shall occur at the annual meeting.
- C. Newly elected officers shall be announced at the annual meeting, and shall take office immediately following the meeting.
- D. Officers and at-large board members shall be elected by a simple majority of members present at the annual meeting.

VII. MEETINGS

- A. There shall be an annual meeting of the membership. This meeting shall typically be held in conjunction with an annual convention.
- B. A quorum at the annual meeting shall consist of one-half of the current membership. A majority vote of members present at a duly-held meeting shall be required to conduct business.
- C. Board meetings shall be held at least quarterly: One (1) at the annual meeting, and the other three (3) at times and locations mutually agreed upon by the board. If it is necessary for a board member to miss a meeting, he or she shall notify the President. If a board member misses two (2) consecutive meetings, the board shall have the discretion to replace that board member.
- D. Robert's Rules of Order shall be used at all meetings.
- E. Board meetings and membership meetings may be held virtually.

VIII. PROCEDURE FOR AMENDING THE BYLAWS

- A. Any member in good standing may recommend changes to these bylaws. Members must receive notice of proposed changes thirty (30) days prior to the annual meeting.
- B. These bylaws may be amended by a majority vote of those members present at the annual meeting (at which a quorum is present).

IX. FISCAL YEAR

The fiscal year of this organization shall be from January 1 through December 31.

X. DISSOLUTION OF THE ASSOCIATION

On dissolution of this organization (whether voluntary or involuntary), the net assets shall be distributed as determined by the association, but only to one or more charitable or educational organizations in the Commonwealth of Kentucky exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1954 (or corresponding provision of any such future law).