

## **STANDING RULES CONEJO VALLEY QUILTERS**

### **MEETINGS:**

1. CVQ shall hold monthly membership meetings on the third Monday of the month, unless otherwise announced. Board meetings are to be held the fourth Monday of the month, unless otherwise announced.
2. CVQ's monthly membership meetings shall be held at the Palm Garden Hotel in Newbury Park, California, unless otherwise announced.
3. At the monthly membership meetings, social time and sign-in shall commence at 6:30 p.m. The meetings shall start promptly at 7:00 p.m. and shall adjourn no later than 9:30 p.m.
4. Guests are welcome to attend the monthly membership meeting as space permits. A \$5 visitor fee is required.
5. Smoking is NOT permitted at any CVQ meeting or function. Members are to refrain from using cell phones and wearing fragrances.
6. Children are discouraged from attending monthly membership meetings. However, if they do attend, they must be accompanied by an adult who will be responsible for keeping the children quiet and well behaved. Children MUST be supervised at all times.
7. Members shall be seated and quiet during the course of meetings or presentations. All activity tables (e.g., library, workshop, membership, etc.) shall be closed during both the business and program portions of the meetings.
8. Any refreshments shall be kept away from articles on display.
9. Photography and handling of quilts and other articles at both meetings and special events of CVQ shall be allowed ONLY with the prior permission of the owner or guest speaker. Photography is to be done by the appointed Historian.
10. Speakers will be allowed to sell their books, patterns, etc., at the monthly membership meetings and required to make a contribution to the library.
11. Members who wish to sign out books from the library must return the book(s) the following general meeting.

### **FINANCIAL:**

1. Annual CVQ dues shall be \$30.00, renewed each July 1. New members: CVQ dues shall be pro-rated semi-annually, after January 1 of each membership year. The rate on or after January 1st will be \$15.

### **MEMBERSHIP:**

1. The CVQ membership rosters may NOT be sold or used for commercial or by membership for solicitation, advertising or personal use.
2. Board members are required to wear a nametag at monthly membership meetings.

3. The CVQ Newsletter shall be provided monthly to members only.
4. Both the CVQ membership roster and the CVQ Newsletter will be sent to members electronically, unless specifically requested in paper form.

**AMENDMENTS:**

1. Any member may propose an amendment to the Standing Rules to the Board.
2. The proposed amendment must be submitted to the President three days prior to the Board meeting.
3. After review and approval by the Board, the amendment will be presented to the membership for approval at the next monthly membership meeting.

Revised 10/26/97  
Revised 12/6/99  
Revised 2/2002  
Revised 10/2011