

## **Constitution of the Champaign-Urbana Potters' Club**

- I. Name
  - A. The name of the organization shall be the Champaign Urbana Potters' Club
- II. Aims
  - A. To advance the practice and study of the ceramic arts, to provide its members with the basic facilities, materials, and equipment necessary in pursuit of these goals, and promote fellowship among its members
- III. Membership
  - A. Membership in this organization shall be open to all persons over the age of 18, who can work safely and independently in a ceramics studio and agree to follow the bylaws of the organization
- IV. Committees
  - A. To be headed by a chair as outlined in the bylaws
  - B. Are to manage the day to day operations of the club
  - C. The number, title, roles and responsibilities of the committees are to be defined in the bylaws
- V. Officers
  - A. The Board of Officers will be comprised of:
    - 1. President
    - 2. Vice President
    - 3. Secretary
    - 4. Treasurer
    - 5. Membership Chair
  - B. Role of the Board is defined as:
    - 1. Setting the policy for the organization
    - 2. Monitoring the organization's operations
    - 3. Serving as a public figure for the organization
    - 4. Fulfilling other board responsibilities as defined in the bylaws
  - C. Duties of the Board
    - 1. Take reasonable care when making decisions for the organization
    - 2. Act in the best interest of the organization
    - 3. Act in accordance with the organization's mission
    - 4. Stand aside when there is a conflict of interest
- VI. Meetings
  - A. Regular meetings will be held as determined by the bylaws.
- VII. Process of amending the Constitution
  - A. Notice is to be given to members in the form of a motion at a regular membership meeting and followed up with a written notice to all members
  - B. The motion will be voted on at the following membership meeting.
  - C. The motion is approved by a 75% majority of members voting.
- VIII. Proper Dissolution

- A. The Potters' Club may disband if such a motion is made. Notice is to be given to members in the form of a motion at a regular membership meeting and followed up with a written notice to all members.
- B. The motion will be voted on at the following membership meeting.
- C. The motion is approved by a 75% majority of members voting.
- D. The Treasurer should pay from the club finances any accounting or legal fees that the Board of Directors deems as necessary to assist in the disbanding of the Club and shall pay all outstanding debts of the club.
- E. All tangible assets are to be sold at public sale; members are to receive notification 2 weeks prior to the sale and have first bidding rights.
- F. Remaining revenue is to be donated to an arts charitable organization to be selected and approved by 75% majority of members voting.