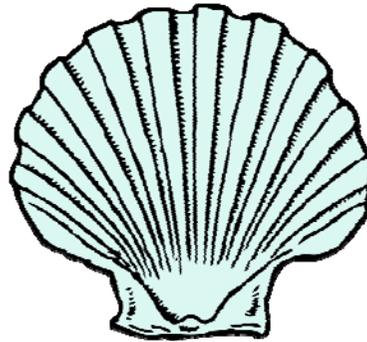


General  
Information  
& Bylaws



Quilters by the  
Sea Guild  
Of Wilmington

## **Mission Statement**

Quilters by the Sea Guild of Wilmington was founded in 1982 for the love of quilt making and fellowship of quilters.

Our main purpose as a non-profit organization is to promote and perpetuate the art of quilting.

The work of the Guild is designed to benefit and educate all persons interested in preserving, continuing and advancing this art.

Our challenge is to encourage the highest standard of design and technique in all forms of quilting and to promote the art of teaching and sponsoring exhibits.

We were members of the National Quilters Association, Chapter 197, until the organization disbanded in 2015.

## **Website**

General and specific information about our Guild is posted on our website,  
[www.quiltersbytheseaguild.org](http://www.quiltersbytheseaguild.org).

You might find community service projects, news, updates, workshops, lecture lists, contact names, quilt show information, and other Guild news. Check it out often.

## **Workshops**

The Guild holds periodic workshops led by nationally known teachers, as well as our own talented members. The Guild has a policy of keeping the cost as low as possible by charging a nominal fee for the class and subsidizing the remainder of the cost from annual dues and Symposium profits. Twenty to twenty five slot are usually available, and a waiting list is often needed.

The workshop fee must be paid at the time of sign up. If you find you cannot attend the workshop, call the Workshop Chairman and see if there is anyone on the waiting list to take your place. You must then have your replacement send you a check for the workshop fee. Please understand the Guild will not refund your money. We must pay for the teacher whether or not the class is filled.

Suggestions for possible workshops are always welcome. Please give any information you might have about a particular program to the workshop committee. We are committed to providing our Guild members the best speakers, workshops, and programs we can afford.

**Following is general information on the many activities offered to educate our members and the many opportunities to serve others through our community outreach projects. We are always open to suggestions for new activities and encourage members to share those ideas with any Executive Committee member .**

## **Bees**

There are many bees in existence, and new bees are encouraged. Bees often sponsor special events, such as our annual retreat and Christmas Party. Joining a bee is a great way to make new friends and build on your quilting expertise. For information about a bee in your neighborhood or one that matches your special quilting interest, contact the Beekeeper. The creator of a new bee should inform the Beekeeper with details. Also, if there is a major change in a bee, such as day or time change, the Beekeeper should be notified.

## **Block of the Month**

The purpose of the Block of the Month (BOM) is to learn new blocks or practice old ones. The advantage of participating in BOM is that you might win all the blocks made in any given month. Pick up the pattern each month at the guild meeting. Turn in your completed block at the next guild meeting for a chance to win all blocks submitted.

## **Challenge Quilt**

The Guild challenge quilt is different every year with the Challenge Committee deciding the theme. Those members who participate, make a quilt, usually wall hanging size, following the committee's guidelines, which may include fabric, size, pattern or other requirements. It must be an original design. The completed challenge quilts are then displayed at a meeting and voted on by guild members for best representation of the theme as well as other categories chosen by the committee. Awards are presented to the winners. Remember you must keep your ideas and work secret until voting has taken place.

## **Community Outreach Projects**

We are proud of our members' commitment to the following outreach projects:

### **Neonatal Baby Quilts**

These quilts are for babies in crisis in the neonatal intensive care unit of New Hanover Regional Medical Center. Approximately 20 to 25 are needed each month. Our goal is to have a guild member make at least one quilt per year. For many years, guild members have volunteered their time and resources to make these quilts. Workshops are held 4-5 times a year to get together and make the baby quilts. At these workshops, fabric, batting, and backing for the quilts are provided by the guild. Guidelines for making a neonatal baby quilt are: 40 x 40 to 45 x 45 inches, 100% cotton fabric, no embellishments, no monofilament thread. Tops can be any color, pattern or whole cloth. As quilts will be washed often, machine quilting no less than 4 inches apart is required.

### **Food Banks**

Each month we collect non-perishable food item for Sister Isaac Center, The Help Center of Federal Point, and Mother Hubbard's Cupboard.

### **Quilts of Valor**

These are patriotic quilts made for wounded service personnel and veterans.

Quilts should be made between throw and twin size.

### **Chemo Scarves**

We make chemo scarves to be used by patients at the Zimmer Cancer Center who are undergoing chemotherapy treatment. A pattern is posted on the guild website.

### **Habitat for Humanity**

Our Guild makes quilts that are given to the new homeowners at the dedication ceremony of each new Habitat home. Workshops are held occasionally. A pattern is posted on the Guild website.

### **Sunshine Lady**

Cards of cheer, get well wishes, and condolences are sent to members .

Please notify the sunshine lady if you know of a member in need.

## **Day of Sharing**

Guilds in the New Bern and Morehead City area host a Day of Sharing each year in order to share quilting experiences and projects throughout the area. Surrounding guilds are invited, and quilters arrive with lots of enthusiasm and a current projects for a colossal “show and tell”. The host guild provides food, entertainment, door prizes, and inspiration . The day usually winds down about mid-afternoon when a trip to the local quilt shops is in order.

## **Door Prize Raffle**

Each month door prizes are offered to the membership. You may buy raffle tickets to have an opportunity to win. The proceeds go to the General Fund.

## **Holiday Party**

December calls for a special holiday party hosted by a committee, usually one of our bees. As there are no set rules, the committee determines the time, place, activities, decorations, menu, etc. All expenses are allocated in the Guild budget affording a wonderful way to say “thank you” to all guild members for their hard work and generosity over the past year.

## **Historian**

The Guild Historian takes pictures at classes and meeting. These pictures along with other guild information, are organized and in a scrapbook. A file containing a copy of each newsletter is maintained. The scrapbooks and newsletters together document the history of our guild.

## **Library**

The guild has a wonderful library of books that members can be checked out for one month at a time with a limit of 5 books each month. New books are purchased as funding is available and donations of current books in good condition are always welcome. Occasionally, older books will be available for members to buy for a nominal price to both raise funds and keep the library stocked with books on a variety of quilt techniques. For the good of all members, every effort should be made to return books when due.

The library will be open at each guild meeting.

## **Membership**

A directory of current members is distributed to all members electronically at the beginning of the year. Please contact the Membership Chair with corrections or deletions of any information in the membership list. A quarterly update of the membership is sent to members electronically. New member kits will be available to the new members when they join. Please check with the Membership Chair for your kit.

Attendance is kept by having each member check off their name on a chart at the membership table.

New members are given a name tag kit and pin in their membership packet. The name tag should be made within a couple of months of joining. A fine of \$.25 will be incurred if you do not wear your name tag to the monthly guild meeting. This fine applies to all members. In the event you misplace or lose your name tag, a new kit can be purchased

Guild pins, as well as, pins from current and past quilt show are on sale at each guild meeting at the raffle table.

## **Newsletter**

A monthly newsletter is emailed to each member. It contains the current information on the happenings in our guild along with a reminder list of items to bring to the next guild meeting. Paid advertisement space is also available. If you are not receiving a monthly newsletter, please contact the newsletter editor.

## **North Carolina Quilt Symposium**

North Carolina Quilt Symposium is held yearly in a different location throughout the state and is hosted by a guild or group of guilds. Participation is open to everyone. Held over four days, it includes classes, a quilt show, vendors and other activities decided upon by the guild in charge. Quilters by the Sea has hosted Symposium in 2001, 2008, and 2014. The profits from the symposium have helped and continue to fund projects beneficial to our guild and has enabled the guild to provide many wonderful classes for our guild members taught by local and nationally known teachers.

## **Retreat**

Every year a retreat is held in January or February from Thursday evening through Sunday lunch. The stress-free time is spent quilting, relaxing and enjoying good fellowship. Often a few guild members will hold workshops, but many choose to catch up on existing projects or just enjoy the freedom of doing nothing. Room, meals, and workspace are provided for a reasonable fee. Space is limited by the size of the facility and registration is reserved on a first paid basis.

## **Programs**

Guild programs are planned each month to compliment the diversity of interest of our membership. When possible, workshops are offered in conjunction with programs. We are also very fortunate to have local expertise at our disposal for programs.

## **Raffle Quilts**

Our raffle quilt is made each year to supplement funds for quilt-related projects. Individual members or group volunteer to make the quilt. They present a plan to the board for approval of the design. The cost for materials and quilting is paid for by the Guild. Members sell raffle tickets for the quilt and the winner's name is drawn at the holiday party in December.

The Assistant Treasurer is responsible for the distribution of the raffle tickets and the collection of the money and for finding places to display the quilt at various shops and quilt shows in the state.

## **Quilt Show**

In past years, the guild has hosted a quilt show in which prizes were awarded for the quilts. It was held usually in the spring of the year in a location in the Wilmington area. This was a chance for guild members to share their talents with the community. All guild members were encouraged to enter. Quilts were judged by category and ribbons were given to 1st, 2nd, 3rd, and Honorable Mention in each category. Special awards were given for best of show, best use of color, and /or best scrap quilt, and best hand/machine quilting. Judges were NQA certified. The quilt show included a special display which varied year to year, quilt related vendors, guild resale and boutique booths, and demonstrations. Many volunteers were needed to make the show a success, This was a great time for new members to meet current members, have a better understanding of what was involved in a quilt show and have a fun time.

Beginning in 2015, the guild began a partnership with the Brooklyn Art Center in Wilmington to hold a quilt exposition. Quilts were displayed and vendors were available to purchase quilt-related items. The plan is to continue this partnership until we decide to hold a quilt show where awards will be given. Anyone interested in volunteering to co-chair this event, please let the current president know.

**By-Laws Of Quilters by the Sea Guild  
Of Wilmington, NC**

**Article I—Name**

This Corporation shall be known as Quilters by the Sea Guild of Wilmington, here referred to as the Guild.

**Article II—Non-Profit Organization**

Quilters by the Sea Guild of Wilmington is a non-profit organization. No part of the Guild income shall inure to the benefit of any member, director (however styled) or officer of the Guild or any private individual. Reimbursement for expenditures or the reasonable compensation for services rendered shall not be deemed to be distribution of income of principle.

**Article III –Purpose**

It shall be the purpose and goal of the guild to promote and perpetuate the art of quilting. The work of the Guild is designed to benefit and educate all persons interested in preserving, continuing and advancing this art. The Guild shall encourage a high standard of design and technique in all forms of quilting and shall promote the art of quilting by teaching and sponsoring exhibits.

## **Article IV—Headquarters**

The Guild Headquarters shall be located in the city of Wilmington, North Carolina.

## **Article V—Membership**

A person may become an Active Member of the Guild on payment of full dues. A person under 18 years of age may become an Active Member of the Guild on payment of half the dues. A person may become an Honorary Member of the guild with non-payment of dues at 80 years of age and 30 years of membership.

## **Article VI –Officers**

**Section 1** Any person in good standing is eligible to become an officer.

**Section 2** The officers of the Guild shall be President, Vice President, Secretary, Treasurer, Assistant Treasurer, Membership Chairman, Newsletter Editor, and three Members-at-Large. These persons shall constitute the Executive Committee. In addition the immediate Past President shall serve as an ex-officio member of the Executive Board for one term following her term as President. The Executive Committee shall act as representatives of the members in administering the policies and programs of the Guild. The Executive Committee shall meet as necessary, making regular reports to the Guild and will involve the members through votes on major activities.

**Section 3** All officers' terms of office shall be for one year beginning in January and ending in December, or until successors have been elected. Officers may be elected to serve consecutive terms, not to exceed 3 years.

## **Article VII –Duties of Officers**

**Section 1** The President shall be the official representative of the Guild and shall preside at all meetings.

**Section 2** Committees, as may be required, will be appointed by the President with the approval of the Executive Committee. Committee Chairs shall be invited to Executive Committee meetings as long as the committee is active.

**Section 3** The Vice-President shall serve as Chairman of the Program Committee and shall perform the duties of the President in the absence or disability of the latter.

**Section 4** The Secretary shall keep a record of all proceedings of the Guild and of the Executive committee, to include taking and recording minutes. The Secretary shall also handle routine correspondence of the Guild. Minutes shall be distributed to Executive Committee members after each meeting.

**Section 5** The Treasurer shall have charge of the funds of the Guild, shall keep an accurate record of all receipts and disbursements, collect dues, and make all disbursements approved by the Executive Committee. The Treasurer shall make a monthly report of all financial transactions to the Executive Committee and an annual report to the Guild members. If required by the Executive Committee, bond shall be furnished for the Treasurer.

**Section 5a** The Assistant Treasurer shall assist the Treasurer and is responsible for the sale of raffle quilt tickets. The Assistant Treasurer shall perform the duties of the Treasurer in the absence or disability of the latter.

**Section 6** The Membership Chairman shall be concerned with services to members: welcoming new members and guests, maintaining an accurate membership roster, and distributing the roster to the members electronically quarterly.

**Section 7** The Newsletter Editor shall prepare and distribute the Guild's newsletter to members electronically and put it on the Guild's website.

**Section 8** The Members-at Large shall represent the Guild membership as a whole and shall assist with special projects at the request of the Executive Committee. In addition, they are responsible for setting up and taking down the chairs and tables used at the monthly Guild meetings.

### **Article VIII Election**

**Section 1** A Nominating Committee consisting of three members in good standing shall be elected by the Guild members at the July meeting. The slate of officers shall be published in the September newsletter. The slate chosen by the Nominating Committee should be recommended to the membership at the September Guild meeting. Nominations from the floor will also be accepted at the September Guild meeting. Election of officers will occur at the October Guild meeting and newly elected officers will begin their duties January 1.

**Section 2** Should a vacancy occur in any office, the Executive Committee, by majority vote, shall appoint someone to fill the un-expired term or the office shall be filled by a vote of the membership at the next Guild meeting.

## **Article IX—Meetings**

**Section 1** The Guild shall hold a minimum of 5 meetings per year.

**Section 2** A quorum for the transaction of business shall be 20% of the membership.

## **Article X—Finances**

**Section 1** The fiscal year for the Guild shall begin January 1 and end December 31.

**Section 2** Membership of the Guild shall pay yearly dues in an amount to be determined by the Executive Committee. Dues are payable in December.

**Section 3** If dues are not paid by December 31, then such individuals shall lose their membership. In order to rejoin, they shall be obligated to pay not only membership dues, but also repeat the initiation dues.

**Section 4** Members joining on or after July 1 shall pay half the amount of dues for the year; on or after October 1, one-quarter the amount.

## **Article XI—Dissolution**

In the event that dissolution of the Guild appears desirable for any reason, approval of the membership shall be obtained by ballot. Any assets remaining shall be applied and distributed to a 501c(3) organization whose purposes are similar to this society.

## **Article XII—Amendments**

**Section 1** Proposals for amendments of these by-laws shall be submitted in writing to the Executive Committee not less than thirty days prior to the next scheduled meeting.

**Section 2** Notice of the Proposed Amendments of the by-laws as recommended by the Executive Committee shall be included in the newsletter which precedes the next regular scheduled meeting.

**Section 3** Amendments to these by-laws may be approved at any meeting of the Guild by a majority of a quorum of the membership. Approved amendments shall be in effect from the date of adoption, unless otherwise specified.

**Amended June 26, 2000**

**Amended November 26, 2007**

**Amended July 25, 2016**