

LAA By-Laws

ARTICLE I

The name of the organization is THE LANDINGS ART ASSOCIATION. It is a 501C-4, not-for-profit association located on Skidaway Island in Chatham County, Georgia.

ARTICLE II

PURPOSE: The purpose of The Landings Art Association is to promote the appreciation, knowledge and enjoyment of art among our members working in all mediums and skill levels.

The other portion of our purpose is to follow these same principals within our community which we do through varied community outreach projects and donations.

Goals include: presenting opportunities for members to show and sell their work, offering social opportunities to our membership, integrating LAA into the greater Savannah community, and protecting our financial responsibility.

ARTICLE III

OFFICERS (BOARD MEMBERS):

The officers of the association shall consist of **7 elected, voting** positions: President, Vice President, Secretary, Treasurer, Membership Chair, Program Chair, and Communications Chair. Each chair may have a co-chair, but each position has one vote on board matters.

Each officer will be elected for a term of one year, commencing June 1st following the date of his or her election, and may be re-elected. If an elected officer is unable to complete his or her term of office, the President shall nominate and the Board shall appoint a successor to serve for the balance of the year.

An elected officer may bring an assistant in for on-the-job training for a future board position, but that person may not vote on board matters. **Only elected officers may vote.**

Each January, the board shall develop and pass a proposed budget for the coming year that includes all income and expenditures, including website assistance and use of invested funds.

THE PRESIDENT: The business and affairs of the Association shall be under the direction of the above officers. Meetings shall be held at such time and place as shall be fixed by the President. For a specially called meeting, a quorum of four shall be required for the transaction of business. A President shall have the responsibility and authority to perform such duties as are normally incumbent upon the president of a not-for-profit association. He or she shall preside at general meetings and at meetings of the Officers (Board.) The President will be an ex officio member of all standing committees that may be formed. The President will have the authority to sign checks on behalf of the Association, as well as, such notes or other obligations of the Association as have been approved by the Officers (Board.)

THE VICE PRESIDENT: The Vice President is also the Venue Chairman, whose job is to coordinate the various LAA exhibit venues, assuring that they all have equal weight and exposure, and that members who are accepted in each venue have met Volunteer requirements. The Vice President will enlist a Nominating Search

Committee each spring to create a slate of the seven Board positions, particularly those that have been vacated.

THE SECRETARY: The Secretary shall keep minutes of the Officers (Board) and shall carry on such correspondence of the Association as may be assigned by the President or the Officers.

THE TREASURER: The Treasurer shall receive and have custody of all monies and securities of the Association and shall have the authority to sign checks on behalf of the Association with the approval of the Officers (Board.) He or she shall maintain a complete set of books showing receipts and disbursements which shall be open to the inspection by any Officer of the Board. At the close of each year, the treasurer may be called upon to submit books and financial records of the Association to the Officers or Audit Committee for review. With the approval of the Officers, the Treasurer may appoint an Assistant Treasurer.

MEMBERSHIP CHAIR: The Membership Chair shall maintain a list of the members and volunteers of the Association and shall supervise the collection of membership dues, as well as, any guest fees charged to non-members attending functions of the Association.

PROGRAM CHAIR: The Program Chair shall be responsible for arranging speakers for the general meetings of the Association and for planning and arranging such special programs and trips as the Officers (Board) may approve.

COMMUNICATIONS CHAIR: The Communications Chair is responsible for overseeing the overall communication of the Association's business to its members and the public. Committee chairs may be appointed by the board to help with the various aspects of this position.

Responsibilities include primarily the newsletter and website, as well as, advertising, promotion, publicity, and overall coordination of all publicity efforts. The Communications Chair will work closely with the Program, Workshop, Artist of the Month and other committee chairs to maximize awareness of Association activities and its efforts.

COMMITTEES: The officers (Board) may create Standing Committees such as:

- **Venue Captains:** 1. Plantation Gallery Captain, 2. Merrill Lynch Atrium Gallery Captain, 3. Artist of the Month Captain- wall and display case at Plantation, 4. Merrill Lynch Board Room Captain, and 5. Landings Company Welcome Center Captain
- Publicity Chair
- Community Outreach Chair
- Workshops Chair
- Spring Show Chair
- Fall Show Chairs,
- Hospitality Chair
- Website Chair
- Auditor

as it may deem appropriate from time to time. The Chairs of these Standing Committees shall be designated by the Officers (Board.)

The Artist of the Month (AOM) at Plantation, Landings Company Welcome Center, and the Merrill Lynch Board Room Committee Chairs shall be responsible for organizing and recruiting artists for the monthly shows. These Chairs will collect jpegs and biographies of the artists applying for the shows, inform the Vice President of the names of chosen artists, instruct the artists of the procedures, times and dates for setting up and taking down their displays, printing out their biographies, if necessary, for display, and making sure the Communications Chair gets the information needed. Artists must have completed at least two volunteer positions prior to their date of exhibiting to be considered for these special venues.

ARTICLE IV

ELECTION PROCESS: A Nominating Committee of three or more members shall be appointed by the Vice President. The Committee shall present a slate of the seven Officers to the membership at a general meeting in April. At that meeting, nominations shall also be solicited from the floor. The slate will be publicized to the entire membership via the newsletter and the date of the vote will also be publicized. Officers will be elected by a majority vote of the members in attendance at the next general meeting in May.

ARTICLE V

GENERAL MEETINGS: The General meetings of the Association shall be held on the third Tuesday of each month, other than July, August and December, unless such date falls on a national holiday. When necessary, an alternate date is set by the Officers (Board.)

ARTICLE VI

MEMBERSHIP: The membership of the Association shall consist of dues-paying members in the following categories – individual, and couples. The annual dues for each category will be fixed from time to time by the Officers (Board).

ARTICLE VII

AMENDMENTS: These by-laws may be amended by the majority vote of the members present at a general meeting of the Association following written notice of the proposed amendments given to the members at least two weeks prior to the meeting at which such action may be taken.

ARTICLE VIII

DISSOLUTION: The Landings Art Association shall continue until dissolved by a majority vote of the members, at which time the entire assets of the Association shall be distributed in accordance with the majority vote of its members or to a successor organization.

ARTICLE IX

OPERATING PROCEDURES: Changes and additions to Operating Procedures may be made by a majority vote of the Officers (Board.)

Amended November 2009

Amended November 2015 (Added AOM to Officers)

Amended February 2018