

# **Lion's Main Art Collective**

## **Bylaws**

Adopted: 22 May 2015  
Last revised by the collective: 22 May 2015



## Contents

<b>I</b>	<b>Coordinators</b>	<b>1</b>
I.1	Steward	1
I.2	Operations	1
I.3	Treasurer	1
I.4	Fundraising	1
I.5	Librarian	1
I.6	Historian	1
I.7	Diversity and Accessibility	1
I.8	Publicist	1
<b>II</b>	<b>Meetings</b>	<b>1</b>
II.1	General	1
II.2	Coordinator	2
II.3	Election	2
II.4	Ad Hoc	2
<b>III</b>	<b>Elections</b>	<b>2</b>
III.1	Moderator	2
III.2	Eligibility	2
III.3	Nominations	2
III.4	Platforms	2
III.5	Voting	2
III.6	Confidentiality	2
III.7	Term Commencement	2
<b>IV</b>	<b>Records</b>	<b>3</b>
<b>V</b>	<b>Finance</b>	<b>3</b>
V.1	Authorized Signers	3
V.2	Fiscal Year	3
V.3	Event Funds	3
V.4	Artist Loans	3
<b>VI</b>	<b>Amendments</b>	<b>3</b>
VI.1	Proposal	3
VI.2	Notice	3
VI.3	Adoption	3
<b>VII</b>	<b>Enactment</b>	<b>3</b>

## **Bylaw I Coordinators**

Coordinators are responsible for upholding the values of the Collective as defined in Article III of the Constitution. They are elected twice a year as per Bylaw III, and each position is open at only one of those two elections.

If they fail to uphold the Collective's values, a warning may be issued by a majority vote of the coordinators. Three warnings cause the coordinator to be removed from their position.

A coordinator may voluntarily vacate their position by notifying the other coordinators.

Vacant positions may be temporarily filled by any member through a majority vote of the current coordinators. Temporary coordinators abide by the same rules and guidelines as other coordinators.

There are no limits on the number of terms a coordinator may serve.

What follows is a complete list of coordinator positions for the Collective. The election in which the position is open is indicated as "Summer" or "Winter".

SECTION I.1. STEWARD (SUMMER) Responsible for long term vision, Collective community, and managing coordinators.

SECTION I.2. OPERATIONS (WINTER) Responsible for internal affairs, event management, and assisting coordinators.

SECTION I.3. TREASURER (SUMMER) Responsible for budgeting, accounting, taxes.

SECTION I.4. FUNDRAISING (WINTER) Responsible for pursuing grants, donations, and partners.

SECTION I.5. LIBRARIAN (SUMMER) Responsible for organizing Collective information, skills, and resources.

SECTION I.6. HISTORIAN (WINTER) Responsible for running general meeting, taking attendance, and recording meeting notes.

SECTION I.7. DIVERSITY AND ACCESSIBILITY (SUMMER) Responsible for working to improve access and responding to any related issues, internal or external.

SECTION I.8. PUBLICIST (WINTER) Responsible for public communication, managing the contact list, and ensuring transparency.

## **Bylaw II Meetings**

SECTION II.1. GENERAL General Meetings are run by the Historian and occur every week unless a majority of Coordinators vote to cancel the meeting for a given period.

SECTION II.2. COORDINATOR Coordinator Meetings are run by the Steward and occur at least every other week unless a majority of Coordinators vote to cancel the meeting for a given period.

SECTION II.3. ELECTION Election Meetings are run by a Moderator as described in Section [III.1](#) and must be held twice a year with a one month notice.

SECTION II.4. AD HOC Ad Hoc Meetings may be scheduled and run as the Coordinators see fit.

### **Bylaw III Elections**

SECTION III.1. MODERATOR Elections are run by a moderator selected by a majority vote of the Coordinators, and may be any member not currently a coordinator and not running for a position in the election.

SECTION III.2. ELIGIBILITY All members are eligible to vote and run for open coordinator positions.

SECTION III.3. NOMINATIONS Any member may nominate any other member or themselves for a coordinator position. Nominations must be accepted by the nominee for them to become a candidate. Candidates must notify the Moderator of their intent to run. Each member may be a candidate for at most one coordinator position in an election.

SECTION III.4. PLATFORMS Candidates must submit their platforms to the Moderator in advance of the election for distribution in a message to all members.

SECTION III.5. VOTING Voting takes place over a week and allows for online voting through a private system managed by the Moderator. Candidates may win through a plurality of the Membership voting, or a majority vote of the Coordinators in the event of a tie. At the end of the one week period the winners are considered "Incoming Coordinators" and elections are closed.

SECTION III.6. CONFIDENTIALITY The Moderator must only reveal how many members voted, which candidates won or tied which positions, and whether any amendments have passed. No other information (including which members voted which ways) should be released.

SECTION III.7. TERM COMMENCEMENT After elections conclude a one month transition period starts in which the current Coordinators train the Incoming Coordinators. At the conclusion of this period the Incoming Coordinators assume their positions as Coordinators.

#### **Bylaw IV Records**

Records must be kept up-to-date and in good order. The complete records must be given to the incoming coordinators during the transition phase.

#### **Bylaw V Finance**

SECTION V.1. AUTHORIZED SIGNERS The Collective Treasurer, Steward, and Operations Coordinator will be signers on the Collectives's bank account.

SECTION V.2. FISCAL YEAR The Collectives's fiscal year is January 1 to December 31.

SECTION V.3. EVENT FUNDS Funds for events may be allocated by a majority vote of the coordinators.

SECTION V.4. ARTIST LOANS A pool of \$500 is used to provide loans to the specific artistic endeavors of members. At most \$100 may be loaned to a given member at a time. All loans must be paid back into the pool within a month unless an explanation and alternate payment plan is provided to and approved by a majority of the Coordinators. A committee lead by the Treasurer of multidisciplinary artists votes monthly to approve loans from the available pool of funds to the applicants. Any member may apply by contacting the Treasurer with their proposal.

#### **Bylaw VI Amendments**

SECTION VI.1. PROPOSAL Amendments to the Bylaws may be proposed by any member of the Collective.

SECTION VI.2. NOTICE Amendments to the Bylaws must be presented to the Membership at least four weeks before the meeting at which a vote is to occur. Amendments may be amended during the meeting without violating this requirement.

SECTION VI.3. ADOPTION Any proposed amendment may be adopted by the approval of at least two thirds of members voting on it.

#### **Bylaw VII Enactment**

These Bylaws were proposed by the Lion's Main Art Collective Membership and were enacted 22 May 2015 by their ratification.