

CABIN FEVER QUILT CLUB
STANDING RULES
(Revised and approved April 2023)

Purpose: The Cabin Fever Quilt Club members gather up to four times monthly to share experiences and quilting knowledge, to encourage the making of quilts and related items, and to study quilting techniques and patterns through educational classes, meetings, and travel.

Membership:

Prospective members shall attend at least one monthly business meeting prior to joining. Upon payment of annual dues, the new member will receive a membership packet, including a copy of Standing Rules, a membership list and membership card.

1. Members may participate in classes and workshops, the quilt show and all other activities of the Cabin Fever Quilters.
2. Members are encouraged to:
 - a. Abide by the By-Laws and Standing Rules of Cabin Fever Quilters
 - b. Purchase or sell at least ten tickets for the Opportunity Quilt drawing held in conjunction with the quilt show or club designed time of drawing
 - c. Participate in the sewing of the annual Opportunity Quilt and the community quilts for Hospice and Child Protective Services
 - d. Participate in the Cabin Fever Quilt Show as an exhibitor and as a member of a Quilt Show Committee.
 - e. At the member's discretion, participate in block-of-the-month or monthly sampler block classes, Christmas block and challenge quilts.

Dues:

Calendar year dues are payable by 30 January of each year. Dues are not prorated. Members whose dues are paid on time will be included in the annual Membership Directory.

Officers:

1. Outgoing officers shall orient new officers no later than 15 December and shall include budget preparation for the ensuing year.
2. Vice President(s)/Education, aided by an Education Committee, will schedule lectures and classes for the members. Fees will be determined by the limitations of the budget. Generally, class instruction will be for members only; the instructor determines the class size. If space is available, non-members may take a class for an additional fee. Fees for lecture/class will be collected at the time of registration. Refunds may be issued until one week prior to the class, after which the member will not receive a refund, but may transfer her/his class slot to another member. The cost to the member is \$10.00 for a class taught by a club member. Outside instructor class costs are determined by cost of instructor and number of members participating. A club member who teaches a class is paid \$100 plus any cost for photocopies. Should the cost of the instructor exceed the fees collected from students, the club will pay the additional expense.

3. Vice President(s)/Education, with the Hospitality Committee, welcome guests, introduces new members, hostess club-related special events.
4. Treasurer will submit a written report monthly, with a copy attached to the posted minutes. Bills are attached to reimbursements – authorization prior to payment.
5. Secretary will take the minutes of the business meeting and will post the minutes not later than the third Monday of the each month. Secretary will maintain a file of the minutes for record purposes.
6. Elected officers and committee chairs will maintain required handbooks and complete inventories required of the office.

Meetings

1. Business meetings will be held on the first Monday of every month.
2. Second Monday will be an evening meeting from 7:00 pm to 9:00 pm and will include a summary of events at the business meeting for evening members. Officers are encouraged to attend the evening meeting to ensure that information is shared with both evening and daytime members.
3. In those months having a fifth Monday, members will gather to prepare kits, or complete and tie comfort quilts.
4. Board-recommended contributions to Jefferson County non-profit organizations will be presented for member approval at the December meeting.

Quilt Show

Appointed by the President, the chair will appoint committee and subcommittee chairs as she deems necessary, with completion of appointments not later than the end of February. Tasks related to the Quilt Show; i.e., date, location, shall be designated and relegated in a manner most suitable for the current year.

Fair Booth

Appointed by the President, the Jefferson County Fair Booth chair will appoint committee and subcommittee chair and relegate tasks as required and as suitable for the current year.