

Women Painters West CONSTITUTION AND BY-LAWS

April 10, 2003
Revised June 2015

ARTICLE I — NAME, OBJECTS, AND SEAL

Section 1. NAME — The name of this corporation, being designated in its Amended Articles of Incorporation, is as declared therein, WOMEN PAINTERS WEST.

Section 2. OBJECTIVES AND MISSION STATEMENT — This corporation has educational, benevolent, fraternal, and charitable objectives. Women Painters West is a membership corporation, incorporated in the State of California, and is not organized for profit.

We are a diverse group of professional artists who work together to:

- Promote the spirit of fellowship among members;
- Recognize and elevate the standard of creative work;
- Enrich and enhance members' professional opportunities through exhibitions and other activities;
- Encourage and provide financial assistance for the development of emerging artists;
- Offer philanthropic aid to the community.

Section 3. SEAL — A seal, in the conventional form, indicating the date of incorporation and the name of the corporation shall be procured by the Recording Secretary, and maintained by her to be impressed upon all documents of the corporation that require authentication by seal.

ARTICLE II — MEMBERSHIP

Section 1. CLASSIFICATION — Membership shall be limited to women and shall consist of the following six (6) classifications:

Active	Complimentary Life
Associate	Honorary
Life	Patron

Section 2. ACTIVE — Active Members shall be those members who are already designated and classified as Active Members at the time of adoption of this Constitution and By-Laws; and those members who shall be transferred from the classification of Associate Members by the action of the Board of Directors for having had their paintings exhibited and hung in three eligibility exhibitions.

Section 3. ASSOCIATE — Associate Members shall be those who are already designated and classified as Associate Members at the time of the adoption of this Constitution and By-Laws; and all applicants for membership in this corporation, when regularly elected, shall be first designated and classified as Associate Members.

Section 4. LIFE — Life membership may be acquired by any Active Member who has remained in good standing for a period of five (5) years immediately preceding, and such member shall continue to

enjoy all privileges of membership, upon payment to the treasury the sum of five hundred dollars (\$500.00) and shall be exempt from the payment of dues.

Section 5. **COMPLIMENTARY LIFE** — Complimentary Life membership may be conferred by the unanimous vote of the Board of Directors upon any member in the foregoing classifications, for substantial services to the corporation. Such Complimentary Life Member shall enjoy all privileges of membership in her classification and shall be exempt from the payment of dues.

Section 6. **HONORARY** — Honorary Members shall be elected by the Board of Directors for distinguished merit for such period of time, as said Board shall determine.

Section 7. **PATRON (PAID-UP MEMBERSHIP)** — At the discretion of the Board of Directors, a non-voting, non-exhibiting membership, designated as Patron Membership, may be granted upon the payment of a minimum of One Hundred Dollars (\$100.00) dues per year.

Section 8. **PRIVILEGES OF ACTIVE MEMBERS** — Active members shall enjoy all privileges of membership in this corporation and shall have the exclusive right to vote in election of officers and for members of the Art Jury and to hold elective office.

Section 9. **PRIVILEGES OF MEMBERS OTHER THAN ACTIVE MEMBERS** — Associate and Honorary Members shall have the right to attend meetings of the membership and to enjoy all other privileges which may be extended to them by action of the Board of Directors, subject to this Constitution and By-Laws, but shall have no right to vote in elections of officers or for members of the Art Jury, or to hold an elective office.

Section 10. **APPLICATION FOR MEMBERSHIP** — On an application, provided by the Membership Chairman, a prospective member shall list, in writing, her education, honors, exhibitions, and other information which establishes her experience and standing in the field of art. In addition, at the specified date and time, applicant must submit to the Art Jury three (3) examples of her art work. This work must be original, produced without instruction within the last three (3) years.

The Art Jury, hereinafter described, upon determining applicant's acceptability, shall make recommendations for membership to the Board of Directors. Election to Associate Membership shall be by action of the Board of Directors.

Section 11. **REINSTATEMENT WITHIN FIVE YEARS** — By written application approved by the Board of Directors within a period of five (5) years, any former member who resigned in good standing may be reinstated to the membership classification previously held. This reinstatement may be subject to such terms as the Board of Directors may enforce.

Section 12. **REINSTATEMENT AFTER FIVE YEARS** — Any former members desired to resume membership after a period of five (5) years shall be considered a new applicant for membership and shall comply with all of the provisions for admission of new members.

Section 13. **CANCELLATION AND RECLASSIFICATION** — Any member may be dropped from the rolls and her membership canceled, or her classification changed, for good cause, by unanimous vote of the Board of Directors.

Section 14. RESIGNATION — A member wishing to resign shall present her resignation in writing to the Board of Directors. Only members in good standing may resign.

ARTICLE III — DUES AND FEES

Section 1. AMOUNT OF DUES — All Active and Associate Members shall pay annual dues as designated by the Board of Directors, with the approval of the membership at large, for the fiscal year beginning with July 1 of each calendar year and ending with June 30 of the following year.

Section 2. ADMISSION FEE — At the time of application for membership, each prospective member shall pay an admission fee as designated by the Board of Directors. Honorary Members are exempt from the admission fee.

Section 3. DELINQUENCY — Dues for the current fiscal year are payable on July 1 and become delinquent after the second Thursday in October. Any member whose current dues are not paid shall be ineligible to vote or to participate in a membership exhibition. Any member who shall be in arrears in payment of dues for any past fiscal year may have her membership cancelled by action of the Board of Directors.

Section 4. EXEMPTIONS — The following members shall not be required to pay dues: Life, Complimentary Life, Honorary, the President and Treasurer during their terms of office, and the Presidents Emeriti.

ARTICLE IV — BOARD OF DIRECTORS AND DUTIES

Section 1. OFFICERS — The officers of this corporation shall consist of the following:
President
First Vice-President – Exhibitions Chairman
Second Vice-President -- Program Chairman
Membership Chairman
Recording Secretary
Corresponding Secretary
Treasurer

These officers and additional Active Members as needed to conduct the business of the corporation shall constitute the Board of Directors. The seven officers shall be elected by the Active Membership from among their number at the Annual Meeting of the members of the corporation; and they shall serve for one year. No officer is eligible for the same office for more than three consecutive years.

Section 2. BOARD OF DIRECTORS — On the day of the Annual Meeting, the Active Members who are entitled to vote shall elect officers and directors of the corporation to hold office for one year, or until their successors are elected. The remaining members of the Board of directors shall be appointed by the President and shall be selected from the Active Members who are entitled to vote and hold office. The total number of directors shall be no less than fifteen and no more than twenty. Suggested designations for the appointed directors may include, but not be limited to, Exhibition Clerk, Newsletter Publisher, Historian, Scholarship Fund Chair, Publicity Director, Reservations Clerk,

Parliamentarian, Hospitality Director, Reception Coordinator, Graphics Coordinator, Web Mistress, and director(s) –at-large, as needed. The Board of Directors shall have

- (a) the sole and exclusive authority to exercise the powers of the corporation
- (b) the responsibility to execute the objectives and purposes for which it is created, subject always to the limitations of the Constitution and Bylaws and also subject to the ultimate authority vested in the members who are entitled to vote and to hold office.

Section 3. DUTIES OF PRESIDENT — It shall be the duty of the President, or in her absence, of the Vice-Presidents in order of their rank, to preside at meetings of the membership and of the Board of Directors. The President shall be an ex-officio member of all committees and shall appoint the members of the board of directors who are not elected officers. The President, or in her absence, a Vice President, shall, with the Treasurer, execute all written contracts and obligations of the corporation that have been authorized or approved by the Board of Directors. The President shall otherwise act as the Chief Executive Officer of the corporation and shall represent the corporation at all places where representation is required. A Vice-President, however, may act in lieu of the President whenever the President shall be unable to act.

Section 4. DUTIES OF 1ST VICE PRESIDENT — It shall be the duties of the 1st Vice President in the absence of the president to:

- (a) preside at meetings of the membership and of the Board of Directors in the absence of the President
- (b) with the Treasurer, execute all written contracts and obligations of the corporation which have been authorized or approved by the Board of Directors.

Further, the 1st Vice President shall be Chairman of the Exhibition Committee and shall be responsible for arranging three or more membership exhibitions per year. This includes securing the locations and arranging for all items to ensure the success of the exhibitions. For each exhibition, she shall provide the pertinent information in writing to Exhibition Clerk, Publicity Chairman, Reception Coordinator, Newsletter Publisher, and Printing and Graphics Chairman. She shall report all plans and obtain approval of the Board of Directors for each exhibition.

Section 5. DUTIES OF 2 ND VICE-PRESIDENT — In the absence of the President and the 1st Vice President, the 2nd Vice President shall preside at membership and Board of Directors meetings. She shall be responsible for arranging programs to be presented to the membership meetings. The programs require approval of the Board of Directors. She shall make all arrangements for any equipment that may be needed by the guest speaker.

The 2nd Vice President serves as hostess to the guest speaker during the luncheon preceding the meeting. She then introduces the program during the general membership meeting.

Section 6. DUTIES OF THE MEMBERSHIP CHAIRMAN — The Membership Chairman shall be responsible for all administrative duties relating to the selection of new members. These duties include the sending out of applications, keeping accurate records of those who apply, and provide a time and place appropriate for the art jury to view the work of new applicants. She will select a committee to help coordinate the viewing of the artwork by the art jury, the balloting, and other

administrative duties required to accomplish the selection of new members. She will then prepare and present a report based on the ballots submitted by the art jury for approval by the Board of Directors at the May meeting.

Section 7. DUTIES OF THE RECORDING SECRETARY — It shall be the duty of the Recording Secretary to prepare and preserve minutes of all meetings of the Board of Directors and the Annual Meeting and to submit the same to all meetings where they shall be required for reference or approval.

Section 8. DUTIES OF THE CORRESPONDING SECRETARY — It shall be the duty of the Corresponding Secretary to conduct all correspondence of the corporation, subject to such exceptions as may be found necessary or expedient by the Board of Directors. She shall also assist in the election process with absentee balloting.

Section 9. DUTIES OF THE TREASURER — It shall be the duty of the Treasurer to collect all dues from members, to deposit the funds of the corporation in some responsible banking depository in the County of Los Angeles and to discharge all obligations of the corporation by check drawn upon said funds, subject to the approval of the Board of Directors, except that the Treasurer may be permitted to discharge obligations not exceeding in any single instance up to \$200. She shall preserve all other assets of the corporation, such as bonds and securities. The Treasurer shall render at the last regular meeting of each fiscal year a statement of the finances of the corporation which shall be entered by the Recording Secretary in the Minute Book as part of the Minutes of said meeting.

She shall, with the President, as provided in Section 3 of this Article, execute all written contracts and obligations of the corporation which have been authorized or approved by the Board of Directors.

Section 10. VACANCY — Any vacancy among the officers or on the Board of Directors may be filled by appointment of the Board of Directors.

Section 11. TERM OF OFFICE — The officers and Board of Directors shall assume office on July 1st following their election or appointment and shall serve until June 30th of the following year or until their successors are elected and assume office. No Officer or Director may serve more than three consecutive years in any one office.

ARTICLE V — MEETINGS

Section 1. MEMBERSHIP MEETINGS — Regular meetings of the membership of the corporation shall be held on the second Thursday of each calendar month, except July and August. Such regular meetings shall be held at a place and hour to be designated by the Board of Directors.

Section 2. SPECIAL MEETINGS — The President or five Directors of the Board shall have the power to call Special Meetings of the members at any time, at the place which must be designated by the Board of Directors as the place of meeting for the membership.

Section 3. ANNUAL MEETINGS — The meeting of the membership held on the second Thursday of May of each year shall be deemed the Annual Meeting of the corporation for the election of officers and the Art Jury.

Section 4. PROGRAMS — At all meetings of the membership, a program of instruction and/or entertainment related to the subject of art may be furnished.

Section 5. QUORUM — At the meetings of the membership, twenty percent (20%) of the Active Membership shall constitute a quorum for the transaction of any business. At all meetings of the Board of Directors, a majority of the Directors shall constitute a quorum for the transaction of any business.

Section 6. NOTIFICATION — The mailing of a postal communication or bulletin or appropriate electronic transmission, published by the authority of the Board of Directors, indicating the time and place of such meeting, shall be sufficient notification of a meeting of the membership of the corporation, if deposited in the United States mail at least seven (7) days prior to the time fixed for the meeting or transmitted electronically within the same time frame..

Section 7. BOARD MEETINGS — A regular meeting of the Board of Directors shall be held in each calendar month, except July and August, at a date, hour and place to be determined and designated by the Board. The Board of Directors at the first meeting shall designate a principal place of business. Special meetings of the Board of Directors may be called, at any time, by the President or by any five (5) Directors. Notice of all special meetings of the Board of Directors shall state the purpose or principal business to be transacted at such meeting and shall be furnished to each member of the Board in writing, deposited in the United States mail not less than seven (7) days prior to the time of any such meeting or transmitted by appropriate electronic means. . Any member of the corporation, after notifying the President, may attend meetings of the Board of Directors and may take part in discussions but shall not have any vote.

Section 8. ART JURY MEETING — There shall be one meeting of the Art Jury, as hereinafter constituted, in each administrative year, for the purpose of jurying the paintings submitted by applicants for membership. This meeting shall be held in the spring of each year, previous to the annual meeting of the corporation. The time and place of such Meeting shall be fixed by the Board of Directors and announced to the membership at the membership meeting in March. The Art Jury, in secret session, shall vote on the paintings and applications for membership. From its findings, the Art Jury shall make recommendations to the Board of Directors, as to the acceptance of applicants. The Board of Directors, at its regular meeting in May, shall consider such recommendations and shall elect such new members, as it may desire.

ARTICLE VI — COMMITTEES

Section 1. STANDING COMMITTEES — The President, with the approval of the Board of Directors, shall appoint annually the Chairmen of all committees, except as otherwise provided. The President shall be an ex-officio member of all committees.

Section 2. OTHER COMMITTEES — The Board of Directors, upon recommendation of the President, shall have the power to create such other committees as may be deemed necessary to carry out the activities of the corporation.

Section 3. FINANCE COMMITTEE — The Finance Committee shall consist of the 1st Vice-President, who shall act as Chairman, the Treasurer, and three other Active Members to be appointed by the

Board of Directors. It shall prepare an annual budget and consider all financial matters and report to the Board of Directors.

Section 4. EXHIBITION COMMITTEE — The Exhibition Committee shall consist of a Chairman and one or more Clerks. The Chairman shall arrange for all membership exhibitions and, with the Clerk or Clerks, carry out duties in connection with exhibitions.

There shall be a Record kept by the Chairman of the Exhibition Committee, which shall contain a listing of all paintings submitted for exhibition. Said record shall contain the artist's name, and the title of painting. The Exhibition Book shall contain also all other records concerning any and all exhibitions.

The Exhibition Clerk will keep a record of all accepted artists in every membership show and shall notify the Board whenever any Associate Member is eligible for Active status.

Section 5. NOMINATING COMMITTEE — On the regular meeting day of the membership in February of each year, the President shall appoint a Nominating Committee consisting of three (3) Active members.

ARTICLE VII — EXHIBITIONS

Section 1. WHEN AND WHERE — Exhibitions of members' paintings may be held at such places and at such times as shall be recommended by the Chairman of the Exhibition Committee and approved by the Board of Directors.

Section 2. ELIGIBILITY EXHIBITION — An eligibility exhibition shall be construed to mean an exhibition that includes the following factors:

- (a) All members eligible to exhibit have been notified of the time and place to submit paintings;
- (b) All hung paintings have been accepted by the exhibition juror and have never been exhibited previously in a membership exhibition of this corporation; and
- (c) The exhibition has been designated an Eligibility Exhibition by the Board of Directors.

Section 3. EXHIBITION SELECTION; GENERAL POLICY — With the intention of broadening the exhibiting potential for the membership, it shall be the policy of this corporation to employ as jurors qualified persons who are not members of this corporation.

Section 4. ORIGINALITY — All work submitted for an exhibition or for admission to membership must be the original work of the artist, executed entirely without aid, instruction, or supervision.

For the purpose of this Constitution and By-Laws, the word original shall be construed to mean:

- (a) that no person other than the artist has worked on the painting; and
- (b) that the composition and arrangement is the personal and individual work of the artist.

ARTICLE VIII — SELECTION OF NEW MEMBERS

Section 1. ELECTION OF THE ART JURY — An Art Jury consisting of five (5) Active Members shall be elected by ballot of the Active Membership at the Annual Meeting of the corporation. The slate for each selection consists of those members who have had paintings accepted in the eligibility exhibitions of the previous year. The member receiving the highest number of votes shall be Chairman of the Art Jury. It shall be her duty to give notice of all Art Jury meetings and to preside at such meetings. The four members receiving the next highest number of votes shall constitute, with the Chairman, the Art Jury. If a member of the Art Jury shall be unable to attend any Art Jury meeting, the Chairman shall select as an Alternate, the member receiving the next highest number of votes. Such person shall serve for that meeting as a full member of the Art Jury. A second or third Alternate, if required, may be selected in the same way. At all meetings of the Art Jury, five (5) members must be present.

Section 2. ELIGIBILITY TO JURY — Only Active Members whose paintings have been exhibited in a majority of the eligibility membership exhibitions of this corporation during the previous year to the annual election shall be eligible to serve on the Art Jury. No member may serve on the Art Jury within three consecutive years.

Section 3. DUTIES OF JURORS, AND PROCEDURES — Members of the Art Jury have the responsibility to vote on all paintings submitted for acceptance of new members. The vote of a majority shall be final in respect to the acceptance or rejection of paintings. All meetings shall be closed and deliberations shall be considered confidential. Rules and Procedures for the conduct of Art Jury meetings may be submitted to the Board of Directors, who may incorporate the same in the Standing Rules of the Corporation.

ARTICLE IX — ELECTIONS

Section 1. ELECTION OF OFFICERS AND ART JURY — At the Annual Meeting of the membership, to be held on the second Thursday in May of each year, the President, First Vice-President, Second Vice-President, Membership Chairman, Recording Secretary, Corresponding Secretary, Treasurer, and Art Jury shall be elected by ballot of the Active Members of the corporation. The member receiving the highest number of ballots for each office shall be elected to that office for the succeeding administrative and fiscal year.

Section 2. NOMINATING COMMITTEE — The Nominating Committee shall nominate the 7 officers to the Board of Directors. The report of the Nominating Committee shall be presented at the regular meeting in April of each year.

Section 3. VOTING PROCEDURES — Following the meeting of the membership in April, a notice shall be sent by US Postal Service or by electronic means to each Active Member entitled to vote, informing them that the Directors of the corporation will be elected at the membership meeting in May. Accompanying such notice, each Active Member shall be sent a form of ballot which contains the names of those nominated by the Nominating Committee. Active Members have the privilege and right to vote for any other Active Member of the corporation whose name may not appear on the recommended list from the Nominating Committee. Therefore, each ballot shall have ample places where names of such members may be written.

The notice of the Annual meeting and the ballot shall be sent not less than fourteen (14) days prior to the Annual Meeting.

Any Active Member entitled to vote may vote by marking the selection on the ballot or by writing in the name of some Active Member not appearing on the ballot, signing the ballot, and sending it to the Corresponding Secretary within time to reach the Corresponding Secretary before the Annual Meeting.

At the Annual Meeting, those Active Members present and entitled to vote shall cast their ballots to elect any one member to fill any one of the positions of Director of the corporation. However, no member shall be entitled to accumulate her vote and vote more than once for any one Director.

Section 4. ABSENTEE BALLOT — Any Active Member who is unable to be present at the Annual Meeting may mark her ballot for officers and Art Jury Members and in accordance with the provisions of this Constitution and By-Laws, said ballot may be mailed to the Corresponding Secretary. All absentee ballots must be signed, enclosed in a sealed envelope which is also signed by the voter, and then enclosed in a second (outer) envelope for mailing or other form of delivery.

The inner envelope shall be only be opened by the Tellers at the Annual Meeting. At the Annual Meeting, the Corresponding Secretary shall cast in behalf of the absent member any such ballot received by her.

Section 5. TELLERS — At the Annual Meeting, the President shall appoint two members as Tellers. The Corresponding Secretary and the two appointed Tellers shall constitute the Election Board for the Annual Meeting. They shall attend to and scrutinize the voting and tabulate the vote. The results shall be presented to the President, who will communicate the same to the membership.

ARTICLE X — PHILANTHROPY

Section 1. SCHOLARSHIPS — The corporation shall maintain a fund for scholarship. The Board of Directors shall determine the amount available each year for the distribution of said funds and shall notify the Scholarship Committee Chairman of the amount immediately after the February board meeting.

Upon recommendations from the Board of Directors as to availability of the amounts to be awarded during a particular fiscal year, the Scholarship Fund Committee shall meet to screen possible candidates for the awards. The determination of the Scholarship Fund Committee as to the particular institution where the award will be given and the recipient(s) chosen shall be presented to a regular meeting of the Board of Directors where the final decision will be made regarding scholarship awards.

The corporate Treasurer and Scholarship Fund Chairman shall prepare an annual accounting of the Scholarship Fund. Said report shall be presented to the Board of Directors at the meeting in June.

All Past Presidents are automatically members of the Scholarship Committee. The current President of Women Painters West appoints one of the Past Presidents to serve as Chairman of the Scholarship Committee.

Section 2 OTHER CHARITIES. — Shall be designated as appropriate by the Board of Directors.

ARTICLE XI — STANDING RULES

Section 1. ADOPTION AND FORCE — The Board of Directors may adopt, each year, a set of standing rules for the administrative year. Said standing rules shall have the same force and authority as if made a part of this Constitution and By-Laws.

ARTICLE XII — AMENDMENT

Section 1. AMENDMENT BY VOTE — This Constitution and By-Laws may be amended, or repealed in whole or in part, and/or a new Constitution and By-Laws may be adopted, at any regular meeting of the corporation by a two-thirds (2/3) vote of the Active members present at said meeting, providing however a quorum is present, and providing further that at the previous regular meeting such amendment or amendments, proposal to repeal, and/or new Constitution and By-Laws shall have been presented, in writing, and proposed to the membership of the corporation. Notice in writing of any such proposed amendment or amendments, proposal to repeal, and/or proposal to adopt a new Constitution and By-Laws shall be furnished to each member at least two days prior to the meeting at which a vote shall be taken upon such proposed action.

Section 2. AMENDMENT BY WRITTEN CONSENT — This Constitution and By-Laws may be amended or repealed in whole or in part and/or a new Constitution and By-Laws may be adopted, by the written assent of a majority of the Active Members of the corporation at any time.

ARTICLE XIII — RULES OF ORDER

Section 1. ROBERT'S RULES OF ORDER — All meetings shall be governed by the customary rules of Parliamentary Law. Robert's Rules of Order shall be the authority to decide all points of Parliamentary Law, which may be in dispute.

ARTICLE XIV — REPEAL

Section 1. The adoption of this constitution and By-Laws, dated, April 10, 2003 shall constitute a repeal of the Constitution and By-Laws heretofore in effect, and all parts thereof.

ARTICLE XV — EXHIBITION AWARDS

SPECIAL FUNDS FOR EXHIBITION AWARDS – The following funds established through general funds, bequests, donations, etc., are designated for awards at Women Painters West exhibitions. Each fund has established guidelines to be followed when presenting the awards. The Board of Directors has the responsibility to determine the amount of the awards and at what time said award is to be presented. However, the awards at every WPW-sponsored exhibition are presented to the works selected by the official juror for the specific exhibition.

Members may contribute a special award for one or more exhibitions, as they desire to do so. The donor has the right to designate the manner in which the contribution is to be expended.

The Board of Directors or any active member or members may designate and fund a one-time award to be presented as appropriate.

A. Women Painters West Award is the designated top award for Women Painters West exhibitions.

The remainder of the awards in any given exhibition is determined at the discretion of the Board of Directors. These can be funded through general funds, bequests or donations. The Board of Directors has the responsibility to determine the amount of the awards and at what time said award is to be presented. However, the awards at every WPW-sponsored exhibition are presented to the works selected by the official juror for the specific exhibition.

WOMEN PAINTERS WEST STANDING RULES

GENERAL

(Revised 2014)

1. All members are entitled to the most recent Roster/ Membership Directory as a benefit of membership.
2. WPW Roster/Membership Directories are not to be given or sold to anyone outside of the membership, except with the permission of the Board of Directors.
3. All Board of Directors' members are expected to attend regular board meetings on a Thursday of each month and Leadership Conference as determined by the Board. If absence is unavoidable, pertinent reports must be submitted to the Board of Directors by a substitute.
4. The primary election method of recent years shall be continued. In April, Active Members may submit one or more names for each of the offices and Board position. In composing the slate for the May election, the Nominating Committee will consider the names of all of the persons submitted by the membership.
5. Deadline for making or canceling luncheon reservations (including those on permanent list) is noon of the Friday preceding the regular meeting. All reservations not cancelled will be charged to the member.
6. Members who arrive after the luncheon for the purpose of attending only the program portion, shall be assessed a \$5.00 fee. These members are asked to arrive after the meal has been served.
7. Members are permitted as many guests as desired to attend luncheon meetings. However, no individual guest may attend more than three (3) times.
8. People who learn about WPW through some means other than a member (our website, social media, Art Scene, for example) and express interest in attending luncheons as a guest, shall be allowed to register with the Registration Luncheon Coordinator and pay appropriate fees no later than one week prior to the requested luncheon date and may attend up to three (3) meetings without member sponsorship.
9. Members may not use Women Painters West newsletter or its database for commercial or personal advertising. At the regular meetings a table and/or bulletin board will be provided for such purposes.
10. Approval of the Board of Directors is required for use of the term "Women Painters West" or the logo of Women Painters West in the title of an exhibit.

11. Only Active Members may use WPW after their signatures.
12. Any person who is one (1) year in arrears in payment of dues shall be dropped from the membership except, as the Board of Directors shall specifically decide otherwise (See Section 3). The fiscal year runs from July 1 to June 30.
13. It shall be at the discretion of the President to have the Board of Directors approve the minutes of the Board meetings by reading the minutes at the following meeting of the Board or by approving them by email prior to the next meeting of the Board/
14. Any person who is one (1) year in arrears in payment of dues shall be dropped from the membership except, as the Board of Directors shall specifically decide otherwise (See page 10, Section 3). The fiscal year runs from July 1 to June 30th.

EXHIBITIONS

1. Any member whose dues are not currently paid cannot exhibit.
2. Any WPW exhibit designated as an "eligibility show" is an exhibit whereby a member may receive credit toward Active status or jury duty.
3. Women Painters West and exhibiting venues will not be responsible for any loss or damage incurred to the works of any member. Members shall sign a release when submitting work for exhibition.
4. Women Painters West will not be responsible for any physical injury to individuals.
5. "New work" is construed to mean any work not previously shown with WPW. Rejected work may be resubmitted for any future WPW exhibition. Submitted work must have been executed within the past three years.
6. Any work done in class, taken to a critique, or completed as a result of a class assignment may not be entered in any WPW show.
7. Entry cards must be properly filled out and affixed to the work as directed.
8. Work, which is inadequately framed or wired, will be rejected by the Exhibition Committee. The following rules will apply for each exhibit:
9. All frames must be gallery quality (no gold or ornate frames) with mats and mounts a neutral color.
10. Work that needs protection should be under Plexiglas. Gallery permitting, glass may be used on work measuring no more than 18" x 24" (432 sq. inches). Pastels may be under glass, whatever the size.
11. Work must be wired for hanging with ends of wire taped. Saw tooth hangers are permissible for work measuring less than 14" in any direction.
12. Works on canvas do not have to be framed edges should be finished in a manner appropriate to the painting; subject to change per individual exhibit.
13. Computer generated art is acceptable. Reprints of original pieces (i.e. Giclées) are unacceptable unless reworked by hand.
14. Diptychs, triptychs and 4 part paintings are acceptable if they work as a unit:
 - fits within the size restrictions listed on the prospectus
 - is submitted with specific hanging instructions
 - if available for sale, must be sold as one piece
 - if accepted in a WPW exhibition, none of the parts are eligible as entries in future WPW exhibitions.
15. The Juror for each show will be approved by the Board. It will be the responsibility of the juror to choose all paintings for the exhibit and to select the award winners.

16. Quality in the exhibit shall be the first concern of the Juror. The Juror shall consider all schools of art to ensure a well-rounded exhibit. The decision of the Juror is final.
17. Members may submit two works of art to any one show unless otherwise specified by the Board. It is the intention of WPW to include as many members' work as possible in each exhibit. However, it will be the outside juror's decision as to what art works will be included. The juror is free to choose more than one painting from any given artist.
18. No person may receive more than one award, either cash or honorable mention, in any one show. A maximum of three (3) honorable mention awards will be selected in any one show, unless otherwise specified by the Board.
19. It is the responsibility of all members who are selected for shows to volunteer their time to sit with the paintings at the show place as needed.
20. Agreement to participate in a show by an artist also means that she agrees to leave the painting in the show for the full term of the show. Not to do so, could mean being barred from future shows for a time not to exceed 5 years.
21. Only wall-hung entrees are accepted for jurying. Assemblage work may be allowed on a show by show basis"
22. The artist agrees to reproduction of exhibited artwork for publicity and documentation purposes.
23. It is the responsibility of the member to deliver and pick up their work at the time and dates specified in the prospectus or make other arrangements in advance otherwise they will be suspended for the next three exhibitions.

ART JURY

1. Only active members whose paintings have been exhibited in a majority of the WPW membership eligibility exhibitions during the previous fiscal year shall be eligible to serve on the Art Jury. According to the Constitution/By-Laws, after a member has served on a jury, she is not eligible to serve again until three consecutive juries have served in the interim.
2. An Associate member must have exhibited in three shows in order to achieve Active status. Once a member has become an Active member, she needs to exhibit in a majority of shows during the previous fiscal year in order to be eligible for the Art Jury ballot.
3. Any member who has been elected to serve on the jury, and fails to do so, for whatever reason, is eligible to be placed on the ballot again the following year.
4. In the balloting procedure at the time of the election for the Art Jury, it should be made clear that members are to vote for 5 different members; in other words, one vote per nominee.
5. The Jury chairman will read all rules to the Jury Members. No conversation will be permitted during the jury process.
6. All Jury meetings are private and confidential. Members are not to divulge any of the discussions and/or decisions that take place.
7. The card ballot system will be used for the jury process. Jury members shall handle all ballots in such a manner as to maintain the secrecy of the vote. Three votes out of five will constitute acceptance.
8. An application for membership and three (3) works from each prospective member will be submitted to the Art Jury. Jury members will deliberate sufficiently before casting a ballot to determine that the applicant meets all WPW standards. The Jury's recommendations will be submitted to the Board. Election to membership shall be by the Board of Directors.