

FITCHBURG CULTURAL ALLIANCE BY-LAWS

Approved at Annual Meeting, February 12, 2008

ARTICLE I: NAME

This corporation shall be known as the Fitchburg Cultural Alliance, hereinafter referred to as the Alliance.

ARTICLE II: PURPOSE

The purpose of the Alliance shall be:

- A. To create a nurturing environment in which all cultural activities will flourish, expanding within the community at large.
- B. To serve as a forum for communication and collaboration among cultural organizations to build a sense of common purpose and identity.
- C. To provide services which enhance the management and program capabilities of cultural organizations and institutions.

ARTICLE III: MEMBERSHIP

- A. General Membership shall not be fixed, but shall be limited to *a) the Founding Members, b) other*
 - cultural organizations maintaining a Fitchburg business address or whose primary activity is in Fitchburg, and *c)*
 - individuals who have a serious artistic, humanistic or creative purpose which contributes to the cultural life of the city or region through a regular offering of services, programs or events.

they shall elect who maintain their dues.
- B. *Organizations and individuals who maintain their dues will be considered members.*
- C. *The founding member organizations are:*
 - *Amateur Workshop, Inc. (Stratton Players)*
 - *Christ Church Fine Arts Department*
 - *Fitchburg Art Museum, Inc.*
 - *The Fitchburg Historical Society, Inc.*
 - *Fitchburg Public Library*
 - *Fitchburg State College*

- *High Tor Theater*
- *The Leonard Gaskins Chorale, Inc.*
- *Montachusett Community Concerts, Inc.*
- *Northern Lights (First Parish) Coffee House*

- E. Each organization will provide the Secretary the name of its duly authorized representative, plus that of one alternate.
- F. The resignation of a founding member organization or other member organization from the Alliance due to the termination of that organization or for some other reason shall not limit the authority of the corporation as derived from these By-laws.
- G. The Secretary will maintain a list of active members.

ARTICLE IV: ELECTION OF NEW MEMBERS

- D. New members shall be elected by *following* a majority vote of the Alliance at a regular meeting *providing*
- *A written petition was submitted by the individual or organization to the Alliance at a previous regular meeting.*
 - *That the applicant has a serious artistic, humanistic or creative purpose which contributes to the cultural life of the city or region through a regular offering of services, programs or events.*
 - *That an applying organization has been in existence for two years.*

ARTICLE V: BOARD OF DIRECTORS DUTIES

- A. The board of directors shall reflect the current make-up of the membership. There shall be a discrete number of directors: one position for each organization and **three** positions for individuals and artists. As of January 2008, positions for organizations will be for the following organizations:
- Central Mass Women Caucus for Art
 - Christ Church Arts Ministry
 - Christian Performing Arts Center
 - Fitchburg Access Television
 - Fitchburg Art Museum
 - Fitchburg Cycling Club
 - City of Fitchburg Economic Development Commission
 - Fitchburg Historical Society
 - Fitchburg Mayor's Office (ex officio)
 - Fitchburg Public Library
 - Fitchburg Public Schools
 - Fitchburg State College Center Stage

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- Stratton Players (*Amateur Workshop, Inc.*)
- B. Members of the Board of Directors are elected for a one-year term by the general membership at the Annual Meeting.
- C. Members of the Board of Directors shall have general charge of the affairs of the Alliance and shall determine its policy.

ARTICLE VI: OFFICERS

- A. The officers of this Alliance shall be a President, Vice President, Secretary, and Treasurer. They shall perform all duties usually belonging to such officers in similar corporations as well as organizations' authorized voting delegates and alternates.
- B. The president shall appoint committees from the membership to conduct the business of the Alliance and shall be a member ex-officio of all committees.
- C. The Secretary will send members written minutes of the meetings and maintain a current list of the membership.
- D. Election of officers shall be held at the Annual Meeting. They shall assume office at the close of the Annual Meeting.
- E. The Executive Committee will consist of the President, Vice President, Treasurer, Secretary, Storefront representative, Artist representative and one representative appointed yearly by the President. The Executive Committee shall meet at the discretion of the President or by a request from the membership.

ARTICLE VII: VOTING

Following the Annual Meeting each organization will provide the secretary the name of the voting delegate and the alternate for the coming year. Each active member organization shall have one vote to be cast by its authorized delegate or alternate. Active individual members and artist members will have three votes cast by its authorized delegates. A simple majority of member organizations shall constitute a quorum. Provided there is a quorum, the outcome of a vote will be decided by a simple majority.

ARTICLE VIII: COMMITTEES

- A. A Finance Committee shall be composed of the Treasurer and two other organization members. This Committee shall have the responsibility of recommending financial policy and administrating the endowment of the Alliance.

- B. A Membership Committee shall be composed of the Vice President and two other members. This committee shall have the responsibility of producing membership materials for the Alliance and recommending new members for the general membership of the Alliance.
- C. A Nominating Committee shall be composed of three members of the Board of Directors. This committee shall have the responsibility of preparing a slate of members for the Board of Directors and a slate of officers, to be voted upon at the Annual Meeting with a simple majority of the members present and eligible to vote.

ARTICLE IX: DUES

- A. Annual dues paid by member organizations and individuals will be fixed by the Alliance.
- B. The fiscal year shall be from January 1 through December 31. Only those organizations or individuals with paid up dues in the new fiscal year will be considered active members with voting privileges.

ARTICLE X: MEETINGS

- A. General Membership Meetings: Regular meetings of the Alliance will be held monthly. Special meetings can be called by the President or Officers as needed and shall be called upon the written request of four members. The purpose of the meetings shall be stated in the call.
- B. The Executive Committee shall meet at the discretion of the President or by a request from the membership.
- C. The Annual Meeting will be held in February, the date and time to be determined by the Board.
- D. Written notice of the Annual Meeting will be sent by mail or e-mail to all members of the Alliance 10 days before the meeting.
- E. All meetings are open to members and their guests. The business portion of the meeting may be determined to be members-only at the request of the president or a member.

ARTICLE X1: PARLIAMENTARY PROCEDURE

Roberts Rules of Order, the latest revision, shall be the parliamentary reference.

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ARTICLE XII: AMENDMENTS

These By-Laws may be amended at any meeting of the Alliance provided that the amendment has been submitted to the Alliance at a previous meeting.