

CENTRAL OHIO WATERCOLOR SOCIETY – 2018 BYLAWS

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We, the members of the Central Ohio Watercolor Society, hereinafter referred to as the “society”, establish the name and the following bylaws of the society.

ARTICLE I: Purposes

The purpose of the society is to further interest in, and status of, the use of transparent watercolor for the benefit of each member and for the development of public interest in the medium.

ARTICLE II: Membership

SECTION A: Qualifications: Individuals interested in furthering the use of transparent watercolor as a form of artistic expression with demonstrated skills of professional quality who live in Ohio are eligible for application for membership.

SECTION B:

1. Members in good standing are required to:

- a. Pay membership dues in full by January 1 of each year,
- b. Demonstrate enthusiasm for the purposes of the society by participation in its affairs.

2. Members in good standing may:

- a. Hold any elective office and committee assignment,
- b. Submit information about potential members,
- c. Bring guests to any program meeting of the society,
- d. Submit names of others in good standing for participation in the affairs and activities of the society and
- e. Participate in exhibitions and other affairs and activities of the society.

SECTION C: Residency: Members who have moved away from central Ohio may maintain membership in good standing by fulfilling the requirements stated in Section B above.

SECTION D: Nomination of Potential Members: Any member in good standing may recommend an artist to the chairperson of the membership committee the name, address, e-mail and telephone number of a potential member or honorary member.

SECTION E: Selection of New Members:

1. Any member may submit an artist for recommendation for membership to the chairperson of the membership committee. The member will have previously communicated the purposes and standards of the society to the individual being recommended. **See ARTICLE VIII, Addendum A**
2. The membership committee shall be responsible for maintaining the purposes and standards of the society.
3. The membership committee shall select new members by viewing three or more pieces of the applicant’s work and may establish and apply any other procedures appropriate to the purposes of the society.
4. The selection of new members shall occur during the period of September 15 to October 30 each year. No new members shall be selected at any other time. New members shall be annually approved by the membership committee and reported to the active board. A list of new members selected will be provided to the president, treasurer and the corresponding secretary.
5. All new members are encouraged to serve on a committee for two years following their acceptance into the society.

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SECTION F: Charter Members: Each member present at the first COWS meeting in 1964 shall be considered a charter member and so recognized in the roster of members.

SECTION G: Honorary lifetime members: The active board may approve individuals for honorary lifetime membership, dues free, for their service to the society or other meritorious reason.

SECTION H: Deceased members: Deceased members in good standing at the time of death shall be recognized in a special section of the roster.

SECTION I: Resignations: Resignations from the society or from any office or committee shall be made in writing, email or phone call to the president.

ARTICLE III: Dues

SECTION A: Dues for membership for any fiscal year beginning January 1 and ending December 31, may be established at the annual meeting with the affirmative vote of two-thirds of the members present and voting. Dues are payable by January 1.

SECTION B: Members who are thirty days delinquent in dues payment shall be notified by the treasurer. Dues not received by the treasurer on or before April 1st shall be regarded as forfeiture of membership. Names of persons whose dues are unpaid shall not be listed in the roster. For unusual circumstance, the board will review the situation and decide whether to give the member a longer grace period

SECTION C: Any person forfeiting membership shall be notified and may apply for membership as in Article II, Section E.

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ARTICLE IV: Organization

SECTION A: Structure:

1. The society shall have a full board of directors and officers: president, first vice-president, second vice-president, corresponding secretary, recording secretary and treasurer.
2. At the time of taking office, the president and first vice-president shall have been members of the society for two (2) years.
3. The full board of directors shall consist of the past presidents of the society who have committed to actively participate in board affairs. Board members wishing to participate at board functions must communicate this to the president so a list of “active board” members can be established. This shall be referred to as the “active board”. The current and preceding year’s active board list shall be published in the roster.

SECTION B: Active Board of Directors:

1. The board of directors, henceforth referred to as the “active board” shall be responsible for the direction of affairs of this society, with the president acting as chairman.
2. The active board shall meet at least annually at open sessions to which the membership has been notified for attendance.

SECTION C: Officers:

1. **President:** The president, as chief executive officer, shall be responsible for:
 - a. The development of a current list of “active board” members by canvassing the full board for those who wish to be notified of active board meetings and participate in board affairs,
 - b. Consulting with the active board as delineated in Article IV, Section B., and be guided by the consensus of the active board,
 - c. Appointing persons from the full membership to chair the committees as defined in Article IV, Section E,
 - d. Calling meetings of the active board as needed,
 - e. Responding to a call for a meeting from five members,
 - f. Chairing all meetings of the membership,
 - g. Carrying on the affairs of the society in keeping with the provisions of the bylaws and
 - h. At the end of the year evaluate and report to the active board the accomplishments and activities of the year and make recommendations for the following year.

The president shall serve as ex-officio on all active board and standing committees.

The president may designate representatives of the society to other arts and community groups and organizations with the approval of the active board.

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2. First Vice-President:

- a. Shall serve as chief executive officer at times of the president's brief absence,
- b. Shall serve as chairperson of the annual fall exhibition or find a substitute.
- c. Shall form a show committee and select juror with board approval.
- d. May serve on any ad-hoc committees, as assigned, and undertake other assignments at the request of the president with the approval of the active board and

3. Second Vice-President:

- a. Shall serve as chairperson of a spring or summer exhibition or find a substitute.
- b. Shall form a show committee and select juror with board approval.
- c. May serve temporarily as chief executive officer in the brief absence of the president and the first vice-president,
- d. May assume temporarily the other duties of the first vice-president, recording or corresponding secretary at the request of the president and

4. Recording Secretary:

- a. Shall be responsible for the preparation of the minutes of all meetings of the membership and of the active board, as requested by the chairperson and.
- b. May serve as secretary to standing committees as needed.

5. Corresponding Secretary:

- a. Shall be responsible for the preparation of the contents of newsletters for publishing on the web site.
- b. Responsible for emailing meeting announcements to members. Responsible for all communication to members.
- c. Responsible keeping member roster updated with the treasurer.

6. Treasurer:

- a. Shall serve as chief financial officer of the society and
- b. Shall be responsible for
 - 1) Notification of dues to current members no later than December 1,
 - 2) Collection of dues in keeping with provisions of Article III, Section A.,
 - 3) Notification to members who are thirty (90) days delinquent as provided for in Article III, Section B,
 - 4) Notification of membership forfeiture as provided for in Article III, Section C,
 - 5) Notification to the president, membership committee and the exhibitions committee of the members whose dues are not paid by April 1st of each year,
 - 6) Disperse funds with the approval of the president and maintain financial records,
 - 7) Prepare monthly and quarterly financial reports as requested by the president,
 - 8) Prepare for distribution of the annual financial report,
 - 9) Serve on the finance committee and
 - 10) Prepare and provide an annual financial report, with a list of exhibition expenses, to the exhibition committee and to the president.
 - 11) Submitted an annual report the Attorney General's Office, Charitable Registration
 - 12) Submit Type: Form 990-N to the IRS on a yearly basis.
 - 13) Responsible keeping member roster updated with the corresponding secretary

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SECTION D: Elections:

1. Rights to hold office: The term for officers is one year, except for the treasurer who shall serve until relieved of such duties. An officer may be nominated for a second term in the same office. No member shall hold the same office for more than two consecutive terms.
2. Nominating Process: The Nominating Committee may receive, from any member, the names of members to be considered for elective office at any time during the year. Nominations may be made from the floor, during the annual business meeting in October, if the candidate verifies willingness to serve.
3. Voting: Voting shall take place at the annual meeting in October of each year.
4. Resignation from office: Officers resigning shall do so according to Article II, Section 1.
5. Vacancy: When an officer resigns, the active board is responsible for obtaining a replacement to fill the unexpired term. A replacement shall be eligible for nomination for another full term in the office in which he has served as a replacement.

SECTION E: Committees

1. Committee structure: The chairs of each committee shall be appointed by the president unless otherwise stated herein. The committee chairs shall be responsible for appointing members to serve on their committees to fulfill the mission of the committees, as described in these bylaws.

2. Annual committees: The ad hoc or other committees may be established by the president or the active board as necessary. The annual committees shall meet **as needed**, beginning in January. The annual committees of the society shall be as follows:

a. Exhibition and Outreach committee:

- 1) Helping the Vice-Presidents with the annual exhibitions and other exhibitions throughout the year.
- 2) The development of exhibition locations and opportunities for the society's members,
- 3) The selection of jurors for all exhibitions of the society,
- 4) Maintaining a list of all potential jurors to be provided to the succeeding committee and
- 5) The development of awards for exhibitions of the current year, a list of past providers and awards and award structure shall be maintained for the succeeding committee.

b. Membership committee: This committee shall consist of five (5) members of which at least two (2) are members of the active board. This committee shall be responsible for:

- 1) Maintaining the purposes and standards of the society,
- 2) Selection of new members as set forth in Article II, Section E.,
- 3) Reporting the selected new members to the active board and providing a list to the president, treasurer and corresponding secretary,
- 4) Screening the paintings submitted by members in good standing for exhibition in keeping with the purposes and standards of the society,
- 5) Receiving and reviewing written letters of dispute regarding entry submissions per Article VI, Section B,
- 6) Attempt resolution of properly filed disputes per Article VI, Section B.
- 7) Recommending individuals to the active board for honorary lifetime membership.

c. Public relations committee: This committee shall be responsible for news releases to the media and for the announcement of events of the society to the public.

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- d. **Paint-out committee:** This committee shall be responsible for: 1) Planning, organizing and implementing the annual German Village paint-out
- e. **Finance committee:** This committee shall consist of two members, the president and the current treasurer and shall prepare an annual budget and provide recommendations and guidance to the active board.
- f. **Nominating committee:** This committee shall function as defined in Article IV, Section D.
- h. **Hospitality committee:** This committee is responsible for planning and developing social events for the membership and for providing refreshments at the society's gatherings.
- j. **Program Committee:** This committee will be responsible for scheduling speakers, art demonstrators or other programs for the monthly meetings.
- k. **Scholarship Committee:** I identify students and/or art teachers interested in watercolor to apply for a scholarship. See ARTICLE VII, Addendum B
- l. **Workshop Committee:** Plan and implement an annual workshop.
- m. **Webmaster(s):** Responsible for maintaining and updating the web site monthly.

Resignation from committees: Resignation from any committee appointment shall be according to Article II, Section I.

ARTICLE V: Communications

SECTION A: Meetings:

- 1. An annual meeting shall be held in the month of October for the purpose of election of officers, to amend these bylaws, to receive various reports and enact other business.
- 2. Members shall be informed of all programs and special meetings and the annual meeting by the corresponding secretary.
- 3. Business, as necessary, may be conducted at any special meeting, the notice of which shall contain a brief statement of business to be discussed. Such special meetings of the membership may be called by the active board or by a signed petition often (10) or more members. Any member may submit to the president prior to the mailing of the notices of the special meeting any business on which the membership present may vote, excluding election of officers or changes in these bylaws.

SECTION B: Distributed Communications:

- 1. The officers are responsible for the distribution of the following to all members;
 - a. Policy decisions of the active board of directors,
 - b. Proposed changes in the bylaws,
 - c. Results of the vote for the changes in the bylaws,
 - d. Current bylaws of the society on the website. www.centralohiowatercolorssociety.com, no later than April 1 of each year, when changes have been made during the previous year. All the new members shall receive a copy of the bylaws at the time they become members in good standing,
 - e. Roster of members. The roster shall include a listing of all members in good standing only, the names of the officers, the full board of directors, the current and preceding year's active board members, honorary lifetime members, committee members, charter members, deceased members.
 - f. The annual financial statement.

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2. A newsletter prepared by the corresponding secretary and/or the president may be emailed at the time the announcement of the next membership meeting is made.
3. The announcement of the annual meeting or special meetings of the membership shall be made at least ten (10) days before the meeting and shall include the following:
 - a. Any formal action taken at the previous special meeting or annual meeting,
 - b. The agenda for the business section of the meeting and
 - c. The specifics of any issue on which a vote is to be taken.

ARTICLE VI: Exhibitions

SECTION A. Eligibility:

1. Only members in good standing may enter and exhibit in the society's exhibitions.
2. Paintings submitted for exhibition must meet the following requirements:
 - a. Transparent watercolor only may be used as the painting medium. "Transparent watercolor" is defined as paint so marked and advertised as "watercolor" by the manufacturer. Thus other water-based media, and any white paint, shall not be used. The paint may be applied directly as it comes from the tube or pan or diluted with water. No other material shall be permanently added to the painting surface or mixed with the watercolor medium, except graphite pencil may be used for the initial structural drawing.
3. Support: The surface on which the water color is applied shall be paper, sized only by the manufacturer. No additional substance shall be applied to the support material nor any other support surface used.
4. Presentation: All paintings shall be presented as a flat surface, protected by glass or Plexiglas only; no glazing material shall be added to the surface of the painting. The painting shall be presented framed and wired for hanging.
5. Originality: Works for exhibition shall be composed by the artist submitting the entry. Paintings copied from photographs, other than your own, or during a workshop or classroom situation are not eligible for entry.
6. Paintings must have been completed within three years prior (except for non-juried open exhibitions) to the exhibit and not previously exhibited in a juried exhibition of this society.

SECTION B. Disputes: The membership committee shall be responsible for ensuring that entries meet eligibility requirements as stated in Article II, Section E. Disputes over entry eligibility shall be presented in writing to the chairperson of the membership committee.

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SECTION C. Storage and transport fee: Members may be assessed a fee as established by the active board for storing and transporting paintings not picked up from exhibitions or entry for exhibition.

ARTICLE VII: Changes of the bylaws

SECTION A. The by-laws should be reviewed at least every five years by an ad hoc committee

SECTION B. These bylaws shall be amended as follows:

1. An ad hoc committee may be formed by the active board to approve and to form additions of these bylaws proposed by any member.
2. Discussion of the proposed changes of the bylaws shall take place at the annual meeting, provided that the membership is notified of the sections, including the wording, to be discussed ten (10) days prior to the meeting.
3. Such notifications of changes recommended and necessary clarification shall be attempted to be emailed to all members, and such endeavor to notify shall fulfill the purpose of this section.
4. Bylaws shall be amended by a two-thirds vote of approval of the members present and voting at the annual meeting.

SECTION C: Duration: Changes of the bylaws shall become effective on January 1 of the year following the approval by the membership and shall be incorporated in the next printing of the bylaws.

Approved: **May 11, 1983**
Revised: **November 13, 1985**
 December 31, 1987
 May 9, 1990
 October 9, 1996 (current 1997 edition)
 October 5, 2017
 October 14, 2018

ARTICLE VIII: additional forms

Addendum A
Addendum B
Addendum C
Addendum D

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Addendum A

CENTRAL OHIO WATERCOLOR SOCIETY - NEW MEMBER ENTRY FORM

please submit the below information by e-mail to Bess Alexander, bessalexanderart@yahoo.com
or mail to Bess Alexander, 6876 Bethany Dr. Westerville, OH 43081

Name: _____

Address: _____ City: _____ Zip: _____

E-mail: _____

Home Phone: _____ Cell Phone: _____

Name of the COWS member recommending you: _____

This year the selection for new members will take place on _____ at the Westerville Library on State Street in Westerville Ohio. (Meeting Room A.) Time for delivery of art is _____

Three paintings should be submitted. Paintings should be matted with off white or plain white mats. The only medium permitted is transparent watercolor on unaltered paper. Details are below. Do not frame your work. PRINT your name and address and phone number on a label and place on left hand corner of the back of each painting.

COWS By-laws:

Transparent watercolor only may be used as the painting medium. "Transparent watercolor" is defined as paint so marked and advertised as "watercolor" by the manufacturer. Thus, all other water-based media and any white paint shall not be used. The paint may be applied directly as it comes from the tube or pan or diluted with water. No other material shall be permanently added to the painting surface or mixed with the watercolor medium, except graphite pencil may be used for the initial structural drawing.

The surface on which the watercolor is applied shall be paper, sized only by the manufacturer. No additional substance shall be applied to the support material nor any other support surface used.

Paintings copied from photographs, other than your own, or during a workshop or classroom situation are not eligible.

COWS BYLAWS Article I: "The purpose of the society is to further interest in, and status of, the use of transparent watercolor for the benefit of each member and for the development of public interest in the medium".

COWS BYLAWS Article II Section A: Qualifications: Individuals interested in furthering the use of transparent watercolor form of artistic expression with demonstrated skills of professional quality who live in central Ohio.

The Central Ohio Watercolor Society was founded in 1964 and is the preeminent transparent watercolor society in the region. Modern technology has produced many new "water media" products, referring to any medium that is water soluble, and there are many societies that present opportunities to exhibit work created with these new products. However, the Central Ohio Watercolor Society remains dedicated to its original purpose to promote and preserve the unique character of transparent watercolor. We have over 100 members and most of the members are award winning artists with regional and national reputations. More information can be found on our web site, www.centralohiowatercolorssociety.com.

The society meets once a month, usually on the second Sunday of the month, 2 to 4 pm at Glen Echo United Presbyterian Church, 220 Cliffside Drive, Columbus, OH 43202. We have 2 juried shows a year with cash prizes and many interesting programs during the year. You will meet many talented people that will share their love of the arts. We also have critiques and workshops that help us in our quest to become better artists. The dues are \$30.00 a year.

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Addendum B

CENTRAL OHIO WATERCOLOR SOCIETY SCHOLARSHIP HIGH SCHOOL AWARD

Award: \$ _____

- Eligibility: Any graduating senior from a central Ohio high school with a minimum grade point average (gpa) of 3.0 who is planning to major in art.
- Basis: The applicant must show an interest and proficiency in the watercolor medium. Demonstrated merit in academic standing, character, leadership potential, personal ambition and determination to succeed.

Scholarship Criteria

- A minimum 3.0 grade point average is required for applicants to be considered.
- A Scholarship committee of COWS membership will review each application to assess the applicant's:
 - academic standing
 - artistic/academic potential
 - personal goals
 - Determination to succeed in achieving his/her objectives.
 - Quality of submitted work
 - Teacher recommendation

Application Checklist

- One letter of recommendation from teacher or other school personnel. If you have studied art in high school, this letter should come from your art teacher.
- A typed essay (no more than 500 words) describing your educational and career objectives in the arts.
- Portfolio: applicants must submit a portfolio of 3-5 pieces of completed work in the medium of watercolor. The portfolio may be in the form of photos or a cd.

Name: _____

Address: _____ City: _____ Zip: _____

Email: _____ Social Security # (required) _____

Home Phone: _____ Cell Phone: _____ Date of Birth _____

High School, City: _____ High School Expected date of graduation _____

Name of parent or guardian _____

Address of parent or guardian (if different from your own) _____

Art courses taken: _____

Intended University or College _____

Intended Major _____

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Addendum C

**CENTRAL OHIO WATERCOLOR SOCIETY SCHOLARSHIP
ART TEACHER AWARD FOR WORKSHOPS**

Award: \$ _____

- Eligibility: Any Central Ohio Art Teacher
- Basis: The applicant must show an interest in the watercolor medium.

Scholarship Criteria

- A Scholarship committee of COWS membership will review each application to assess the applicant's interest in the watercolor medium.
- personal goals
- Quality of submitted work

Application Checklist

- A typed statement outlining your interest in learning and teaching watercolor.
- Portfolio: applicants must submit a portfolio of 3-5 pieces of completed work in the medium of watercolor. The portfolio may be in the form of photos or a cd.

Name: _____

Address: _____ City: _____ Zip: _____

Email: _____ Social Security # (required) _____

Home Phone: _____ Cell Phone: _____

School, City: _____

Addendum D - Statement of Non-Discrimination

The Central Ohio Watercolor Society does not and shall not discriminate based on race, color, religion (creed), gender, gender identity, age, national origin (ancestry), ethnicity, disability, marital status, sexual orientation or identity, military status, in any of its activities or operations. The Central Ohio Watercolor Society is committed to providing an inclusive and welcoming environment for all its members, staff, volunteers and the community at large, and every member of this society is expected to uphold this policy.