

# Valley Fiber Arts Guild

## General Policies

- I. FISCAL YEAR: January 1 to December 31
- II. MEMBERSHIP YEAR: January 1 to December 31
- III. MEMBERSHIP RENEWAL: Due January 1, \$30 for membership
- IV. ADVERTISING POLICY: If an advertisement in the newsletter results in income, there will be a \$5.00 ad charge
- V. SCHOLARSHIP POLICY: Total scholarship disbursements are not to exceed the amount as approved in the annual budget. Management of the scholarship funds will be as follows:
  - a. A scholarship of 50% tuition to any full paying member on a first come, first served basis.
  - b. A maximum of three (3) scholarships will be allotted per workshop or retreat.
  - c. There is a maximum of one scholarship per person, per membership year.
- VI. STATE FAIR PRIZES: The Judges at the State Fair will determine each year, the category to which the special award will be offered and prizes will be distributed accordingly.
- VII. EQUIPMENT RENTAL: In order to rent equipment from the Guild, you must be a paid member of the Valley Fiber Arts Guild. Rent will be pre-paid by the month. After the second month, renewal is dependent upon a waiting list (i.e., if there is no one on the waiting list, it can be renewed for another month by pre-paying another month). You must pay a deposit of \$100 that will be deposited into the Guild account. The deposit will be returned upon return of equipment in good, clean, operating condition.
- VIII. BOARD OF DIRECTORS: Each board member will maintain files (hard copy or electronic on Google Drive) for each position and this will be passed to new directors at the first meeting following the annual meeting.
- IX. WORKSHOPS: Workshop coordinator will bring suggestions to the guild membership and move forward with workshops once approved.