

Membership Basics:

1. Annual dues are payable for the fiscal year which is January 1 to December 31.
2. Member meetings are held the third Monday of each month at the Lincoln Gallery.
3. Art in the Park is the major yearly fund raising event sponsored by TVAL. Accordingly, participation by the membership in this event is a high priority. All members will help with the “Art in the Park” Craft Festival in some manner.
4. Depending on the category of membership chosen, members may be required to attend member meetings, serve on committees of their choice and participate in other League activities.
5. All members will have access to the League’s monthly newsletter and all active and non-active members may enter TVAL sponsored shows, and may participate in special displays or events.
6. Communication with the membership will be via meetings, e-mails, and personal contact.

Membership fees: Renewing memberships shall be due and payable January 1 of each calendar year. If dues are not paid by February 15 of each New Year, membership privileges will be terminated. Reconsideration of memberships will be as per the Policies and Guidelines.

1. Active - \$100
2. Non-Active - \$75
3. Patron - \$300

(Dues are pro-rated after June 30th for **new** members only: Active - \$50 Non-Active - \$37.50 Patron – (\$150)

Categories of membership:

1. Active Members

- a.) Have the opportunity to display their work on a regular basis in the Lincoln Gallery after their work has been juried in/accepted by the Board of Directors.
- b.) Are entitled to vote on League business as required at membership meetings.
- c.) Must participate in Art in the Park.
- d.) Are required to serve on one committee.
- e.) Are required to attend the Lincoln Gallery twice in a calendar year.
- f.) Are required to attend at least 3 member meetings in a calendar year.
- g.) Other commitments to TVAL may apply towards active membership requirements.
- h.) Active membership status is limited to those living within a Fifty-mile radius around Loveland.

2. Non-Active Members

- a.) May enter all juried shows.
- b.) May be asked to serve as Lincoln Gallery attendants as needed.
- c.) May not vote on League business.
- d.) May have their work juried by the Board and become active members at any time. Note: Displaying privileges begin when jurying is complete and payment of the additional dues has been received.
- e.) Be asked to help with Art in the Park.

Categories of membership, continued:

3. Patron Membership

- a.) Non-voting members not directly involved in the arts that may show support of the League through: monetary donations, in-kind services or volunteer time.
- b.) Patrons may have access to the League's monthly newsletter if desired.
- c.) Listing the members/businesses in this category will be year-round in conjunction with publication of the information on all sponsors of TVAL shows and Art in the Park. This will include, but not necessarily be limited to, publication on TVAL's website, in the monthly newsletter and in show brochures.

Membership Restrictions:

1. Maximum number of juried photography artists – 5
2. Maximum number of juried 3-D artists – 6 depending on medium and space availability.
3. Jewelry will not be classed as 3-D, however the number of juried jewelry artists will be dictated by space and craftsmanship.
4. 2-D mediums have no maximum limit, however this is subject to change as necessary.
5. The Board will periodically review member participation data to determine if membership requirements are being adequately fulfilled. If not, displaying privileges in shows and other TVAL sponsored events/venues may be suspended.

Additional Privileges/Possibilities Associated with Membership are detailed under “Lincoln Gallery Guidelines” and include (but are not limited) to the following:

1. May have one work displayed on the TVAL website.
2. May teach classes at Lincoln Gallery.
3. May display work in the Lincoln Gallery during non-show months.
4. May display an Artist's Statement, Artist's Biography and small-scale portfolio photographs of selected work in the Gallery Notebook.
5. May be invited to display work and participate in various community events/venues sanctioned by the League.
6. May be invited to be Featured Artist of the Month at the Gallery.
7. May submit information (examples: private classes being offered, used art supplies/books being offered for sale/trade, acceptance into juried shows etc.) to the monthly newsletter for publication.

Obtaining Display Privileges:

Persons applying for displaying purposes shall submit a minimum of three original works completed in the last two years. The works must be completed in the media they wish to display, be framed or meet displaying criteria; See Presentation of Work for Gallery Display.

Works must be submitted no later than 4 pm the day of jurying of the scheduled Board meeting each month. Applicant may submit additional information such as a picture portfolio of work to support their request for display privileges.

The Board will utilize a numbered evaluation process in jurying the work, with emphasis on presentation, composition, media usage, originality and compatibility.

When works and applicant are accepted Active membership dues must be current before displaying rights are allowed.

Monthly Gallery Displays:

Dates of changeover for each month will be posted in the newsletter calendar. Arrangements can be made with the gallery director to bring in works prior to changeover date when necessary.

Active juried members may display 3 to 5 works depending on size and space available.

One framed print is acceptable and will be considered one of the total works for display and not as an "additional" to the number of works allowed.

The same work may be displayed for 2 consecutive months. It must be removed for at least 30 days before returning for another display period.

Presentation of Work for Gallery Display:

Unframed paintings will be accepted, as long as the canvas is neatly wrapped and secured on the backside.

Works with staples visible, excessive wiring or untrimmed canvas are not acceptable.

Edges must be completely painted in some manner to be considered a finished work.

It is recommended a "Gallery Wrapped" style canvas be secured on 1 1/2" thick stretcher bars to guard against warping.

All works must be wired for hanging. No saw tooth hangers allowed.

Size Restrictions:

Weight limit for wall hangings is 25 lbs.

Two-dimensional work can be no larger than 42 inches in length on one side. (This is FRAMED size.) Unless pre- approved by Gallery Director.

3-D works may not exceed 46" in height and 50 pounds unless prior arrangements are made.

Additional Requirements for Gallery Display:

All works must be reasonably priced for sale.

Artists are responsible for recording their works into or out of the inventory book. Information shall include: title of work, medium, artist name, and price.

Artists may be asked to provide display pedestals.

Advertising by individual artists is not permitted. The artist's business cards will be displayed in the appropriate rack with those of other TVAL artists. The artist's biography, statement and small- scale portfolio photographs of their work will be displayed in the Gallery Notebook, which is available to the public, along with the bios etc. of other TVAL artists.

The Board recognizes and supports the Gallery Director's decision-making process regarding the type and quality of work chosen/allowed for monthly display in the Gallery.

Bin Work:

Up to eight bin prints (maximum matted size of 20" x 24") may be displayed in the bin units, depending on available space. If the Artist wishes to track print sales they must note their tracking method / system on an inventory sheet in notebook. (The Gallery inventories 2 times per year and will not be responsible for unaccounted-for inventories.)

Note Cards:

Six card rack spaces are allowed for Active Artists, if space permits the Artist may add additional items. If the Artist wishes to track card or print sales they must note their tracking method /system on an inventory sheet in notebook. (The Gallery inventories 2 times per year and will not be responsible for unaccounted inventories.)

Commissions:

The Board will set commission rates.

A 35% commission is currently retained by TVAL on all works sold at the Gallery or in public venues arranged for/sanctioned by the League.

Payments will be made to individual artists by the sixth day of the month following the sale.

Layaway Purchases:

May be arranged and require an initial payment of 1/3 of the total purchase price, which includes sales tax. Deposits are non refundable and the balance is to be paid within two months of the date of purchase. (Note: Commissions may be paid in increments if work is sold on layaway.)

Attending the Gallery:

Members attend the gallery on Saturdays and on weekdays when the Gallery Director is absent.

A specified Member at Large will schedule gallery attendants to cover Saturdays for the calendar year.

If unable to work on the scheduled Saturday, the attendant member will **secure a replacement** from an approved list of members, available through the Gallery. The attendant **must communicate any changes made** to the responsible Member at Large.

The Gallery Director will solicit and schedule members for weekday duties on an “as needed” basis and will communicate this to the responsible Member at Large.

An attendant instruction sheet is available in the Gallery Office and contains instructions for attending the Gallery.

The Gallery Director will go over the procedures with all new attendants.

Teaching Classes at the Gallery:

Members may seek the opportunity to teach classes at the Gallery, or they may be invited to lead workshops for the membership. Specific guidelines regarding time frames, costs and usage fees are available from the Gallery Director.

Website:

A website is maintained by TVAL. This is a limited, contracted service paid for by the League.

It is designed to allow fast, easy public access to basic information about the organization and the Gallery and about new and up-coming events.

Current members may have one work displayed on the website, and a link to a member's own website can be arranged on request.

Additional charges will generally be incurred for updates or changes added to a members website after May 1 each calendar year. Example: updating digital files with current works.

Featured Artist of the Month:

This distinction may be afforded to selected active members as time and space allow.

Specific guidelines regarding the size and type of display allowed, shared responsibilities for publicity, supplies and involvement in a reception associated with this event are available from the Gallery Director.

Shows:

The Board will determine the number of juried shows to be held in a given calendar year.

It shall be the duty of the Vice President to implement a Show Committee and Show Chairman for each show in ample time to accomplish all necessary planning and preparation necessary for a successful show.

Specific show guidelines and notebooks from previous shows are available from the Gallery Director and will be shared with the Committee.

Thompson Valley Art League

Structure, Page 1

By Laws:

Document in detail the purpose, guiding principles and organization of the Thompson Valley Art League.

Officers:

President, Vice President, Secretary and Treasurer

Board of Directors:

President, Vice President, Secretary, Treasurer, two Members at Large and the Gallery Director

Communication by the Membership with the Board:

Any member of the League may contact a member of the Board at any time with questions or concerns. On occasion it may be suggested that the TVAL member document in writing their concerns and submit them to the Board for consideration or action.

The Board member will document any concerns they are unable to individually handle and present this information to the Board for follow-up.

Gallery Director:

Employed by TVAL and supervised by the Board.

Fiscal Policies:

Determined by the Board, reviewed annually and may be revised on an as-needed basis at any time.

Committees:

Nominating Committee

Described in detail in the By Laws

Will be implemented by the Vice President

Duties include but are not necessarily limited to:

Obtains willing candidates for election to the Board

Prepares ballot in timely fashion

Works in conjunction with the Membership Committee to expedite Board election procedures.

Membership Committee

Will be implemented by the Vice President

Duties will include but are not necessarily limited to:

Maintains current listing of members with updated information regarding payment of dues and volunteer participation.

Verifies voting eligibility of members and provides current contact information for Nominating Committee's use in mailing ballots.

Budget and Financial Support Committee

Will be implemented by the Treasurer

Committee will include but not necessarily be limited to the following:

Treasurer and Gallery Director

Duties will include but are not necessarily limited to:

Prepares a budget each fall for presentation to the Board that will include projected expenses and income for the coming fiscal year.

Conducts fundraising activities, solicits donations to the League and obtains Patron members.

Membership Meeting Programs / Demonstrations

Before the end of each calendar year, the President will secure a person from the membership to coordinate programs or demonstrations for regularly scheduled membership meetings.

Committees, continued:

Show Committees

Will be implemented by the Vice President

Volunteer Staffing for League Events (to include Second Friday Night on the Town)

Will be implemented by designated Member at Large.

Duties will include but are not necessarily limited to:

- Greeting the public as necessary.
- Arranging set-up and clean up of facilities.
- Providing refreshments as required.
- Obtaining working artists as necessary.

Volunteer Staffing for Gallery

Will be implemented by designated Member at Large.

Art in the Park

Will be implemented by Gallery director.

Publicity

Will be implemented by Gallery Director.

Membership shall be included but not necessarily limited to the following:

- Gallery Director or Website personnel

Newsletter

Will be implemented by Secretary

Membership will include but not necessarily limited to the following:

- Secretary and Gallery Director

Historical Information

Interested members will compile/maintain scrapbook of publicity releases, newspaper articles and memorabilia related to League Activities.

Approved and recorded November 2008, Effective January 1, 2009,

Revised; November 2010 - Membership Fees; Active \$65 to \$100 and Non Active \$40 to \$75. Pro rated fees adjusted accordingly.

January 10, 2011