

PCCQG  
Pacific Coast Council of Quilt Guilds  
Standing Rules

1. **Meetings.** Unless otherwise ordered by the membership of the Executive Board, the meetings of PCCQG shall be held monthly from January thru December, and at a time and place established by the Board of Directors.
2. **Membership.** Annual dues for Member Guilds shall be established annually by the Executive Board.
3. **Memorandums of Understanding (MOU).** MOUs define the relationship between PCCQG and the Member guilds. MOUs are disseminated to the Member Guilds in October to be signed by the Guild President and returned by December 31 of the same year. The MOU for membership is in effect from January 1 thru December 31. The MOU for the Show is from January 1 of a given year to August 31 of the following year (20 months).
4. **Member Guild Brochure.** A brochure describing the activities, meeting days and contact information for each Member Guild shall be published by the PCCQG for distribution to the regional quilt and fabric shops.
5. **Website.** The PCCQG shall maintain a website.
6. **Equipment.** Elected Officers, Member Guild Representatives and Standing Committee Chairs shall maintain Procedure Manuals (binders). The Procedure Manual will include Bylaws and Standing Rules and a current position description. The PCCQG will maintain a storage unit for equipment used for Quilt Shows and other events.

The Standing Rules may be changed or amended by a majority vote of the Board of the Pacific Coast Council of Quilt Guilds.

Adopted \_\_\_\_\_, 2019.