

**NWS  
NATIONAL WATERCOLOR SOCIETY**

**BYLAWS**

The following provides you with original bylaw language to compare with the language recommended for change by the 2018 Board of Directors. Only those Articles and Sections affected are shown for comparison; those with no change are not included. This format allows side-by-side comparison of the old language with the recommended revised language. The complete document of the proposed bylaws is also included so you can see the bylaws in its entirety.

Rationale for reviewing and updating the bylaws: The last revision of the NWS bylaws was made in 2010. With the exception of a minor change made in Feb. 2018, to schedule the Annual Business meeting to coincide with the opening of the International Open Exhibition, our bylaws have been the same for almost a decade.

It's time to match our practices and position ourselves to make improvements that will stabilize the organization and permit growth. Our current practices have outgrown these procedures but not their intent. Procedures are best contained in a more flexible "Policies and Procedures" document, that can grow and allow us to shift fees, dates and methods in response to unforeseen changes and technology advances. Current bylaws contain many specific instructions and detailed information that over time has become obsolete. For example, the bylaws refer exclusively to "first class mail", but now email is a more efficient and timely use for most, but not all needs. Another example is we now use an online digital entry system but the bylaws instruct the jury to review "mailed-in" slides. In order to match the use of new technology it means changing the bylaws to match our updated processes.

When a policy is in bylaws, our core document, and the "how-to" is in a Procedural manual, the processes can be updated to carry out the intent of bylaws without changing the policy or triggering a costly and time-consuming signature membership vote. This allows us to quickly adjust to match the implementation of new positions and practices.

By updating our bylaws we will keep the organization able to grow and continue to be leaders in the world of watercolor.

Article, Section	Original language	Revised Language
<b>Article II. MEMBERS</b>		
Section 2.01. Classification of Members	The Corporation shall have six (6) classes of members as follows: Signature Members, Inactive Members, Associate Members, Patron Members, Honorary Members and Life Members.	The corporation shall have at least six (6) classes of members as follows: Signature Members, Inactive Signature Members, Associate Members, Patron Members, Honorary Members and Life Members.
Section 2.02. Signature Members	Signature Members are artists who have been admitted to membership after completing one of the two application processes set forth in Article III hereof and who have paid dues through the current year (except for the year of acceptance as set forth in Article III). Only Signature Members shall have the right to vote and use the initials NWS after their name. (Rev. 2/06).	Signature Members are artists who have been admitted to signature status after completing one of the application processes set forth in Article III hereof and who have paid dues through the current year (except for the year of acceptance as set forth in Article III). Only Signature Members who maintain their dues shall have the right to vote and use the initials NWS after their name. (Rev. 2/06)
Section 2.03. Inactive Signature Members	A Signature Member who is six months in arrears in the payment of the annual dues shall be so notified by the Membership Director. Failure to remit such dues within thirty (30) days thereafter shall cause the automatic termination of membership unless the member submits a written request to the Board of Directors to be placed on inactive status. Such inactive status may be maintained for a period of five (5) years and is renewable for like periods	The Board of Directors shall determine rules and policies for failure to pay dues, Inactive Signature Member status, and reinstatement to full Signature Member status. A Signature Member who is three (3) months in arrears in payment of the annual dues shall be so notified by the Membership Director. Failure to remit such dues within 90 days thereafter shall cause the termination of membership unless the member submits a written request to the Board of Directors to

	<p>thereafter. If the Inactive Member does not apply in writing before the end of the five (5) years, either to remain on inactive status or for reinstatement as a Signature Member and make payment of \$25,00 together with the current dues, the Inactive Member shall be dropped from membership. Thereafter the former member may join the Society again only by applying as a non-member. The Board may, at its discretion, waive these requirements to deal with exceptional circumstances.</p>	<p>be placed on Inactive Signature status. The Board may, at its discretion, waive these requirements to deal with exceptional circumstances.</p>
<p>Section 2.05. Patron Members</p>	<p>Patron Membership is open to any individuals or organization making a contribution to the society in the amount of One Hundred Dollars (\$100.00) or more. Patron Members shall receive all publications of the Society, shall be listed in the Catalog of the Annual Exhibition as a Patron Member, and shall be invited to all Society functions. These privileges will continue from the time of contribution through March 30, end of the NWS fiscal year. Patron Members shall not have voting or exhibition privileges.</p>	<p>Patron Membership is open to any individuals or organization making a contribution to the society in the amount set by the Board of Directors. Patron Members shall receive all publications of the Society, shall be listed in the Catalog of the International Open Exhibition as a Patron Member, and shall be invited to all Society functions. These privileges will continue from the time of contribution through the end of the NWS fiscal year. Patron Members who hold Signature or Associate membership in NWS shall retain their privileges.</p>
<p>Section 2.06. Honorary Members</p>	<p>Honorary Members are those who have been proposed by the Board of Directors for Honorary Membership for their significant service to the Society or to the Arts. The name of the nominee or nominees shall be presented at the Annual Meeting. Upon a majority vote of the members present in favor of granting such membership, the Honorary Membership shall be conferred. Honorary Member</p>	<p>Honorary Members are those who have been proposed by the Board of Directors for Honorary Membership for their significant service to the Society or to the Arts as well as volunteers who work with the Society. The name of the nominee or nominees shall be presented at the Annual Meeting. Upon a majority vote of the members present in favor of granting such membership, the</p>

	shall receive all publications of the Society and shall be listed in the Catalogue of the Annual Exhibition as Honorary Members. Honorary Members are not required to pay dues. They may participate in all activities of the Society but shall not have voting or exhibition privileges.	Honorary Membership shall be conferred. Honorary Members shall receive all publications of the Society and shall be listed in the Catalog of the International Open Exhibition as Honorary Members. Honorary Members are not required to pay dues and may participate in all activities of the Society as Honorary Associate Members or Honorary Signature Members providing that status has been earned.
Section 2.07. Life Members	The special designation of Life Member shall be awarded to those Signature Members who have been elected and have served as President of the Society. This designation shall be made upon completion of their first term in office. Life Members shall retain all rights and privileges of Signature Members and shall not be required to pay dues. This section will apply to all Past Presidents of the Society.	The special designation of Life Member shall be awarded to those Signature Members who have been elected and have served as President of the Society. This designation shall be made upon completion of their first term in office. Life Members who are nominated and approved by the NWS BOD shall retain all rights and privileges of Signature Members and shall not be required to pay dues. This section will apply to all Past Presidents of the Society.
<b>ARTICLE III. INVITATION TO SIGNATURE MEMBERSHIP</b>		
Section 3.01. Artists Invited to Apply	Following the Jury of Selection's viewing and selection of paintings from images (see Section 8.06), accepted Associates and Non-members shall be invited to apply for membership at the same time they send in their painting for final review. If their painting is accepted for exhibition, their three	Following the Jury of Selection's viewing and selection of paintings from images submitted to the NWS International Open Exhibition (see Section 8.06), accepted Associates and Non-members shall be invited to apply for Signature membership at the same time they send their

	<p>matted paintings will be viewed for Membership.</p>	<p>exhibition painting for final review. The Board of Directors shall have full authority to establish procedures for the following methods of achieving Signature status:</p> <ul style="list-style-type: none"> <li>A. Qualifying Associates and Non-members shall submit three additional paintings, to be viewed by the members of the Jury of Selection, along with the accepted painting; at a time to be set by the Board of Directors. The jury of selection will make the decision regarding granting Signature Membership.</li> <li>B. Associates and Non-members shall submit a signed application for Signature Member status providing evidence that he or she has had three (3) paintings accepted and exhibited in NWS International Open Exhibitions. Acceptance in Membership Exhibitions and any other Society Exhibitions (other than Annual Exhibitions) shall not be considered for such application.</li> </ul>
<p>Section 3.02. Procedures</p>	<p>The procedures for applications are as follows: A. Qualifying Associates and Non-members</p>	<p>Merged into language in 3.01</p>

	<p>shall submit three paintings, framed formatted, to the members of the Jury of Selection at a time to be set by the Board of Directors.</p> <p>B. The three paintings submitted shall not include the painting accepted previously for the Annual Exhibition. If the paintings submitted are determined by the Jury of Selection as meeting the standards of quality and consistency required by the Society, the applicant shall be invited to Signature Membership in the Society.</p> <p>C.</p>	
<p>Section 3.03. Alternate Procedure for Signature Membership</p>	<p>In addition to the procedure stated in Sections 3.01 and 3.02 hereof, an alternate procedure for applications is as follows:</p> <p>A. Associates and Non-members shall submit a signed application for Signature Member status providing evidence that he or she has had three (3) paintings accepted and exhibited in Society Annual Exhibitions. Acceptance in Membership Exhibitions and any other Society Exhibitions (other than Annual International Open Exhibitions) shall not be considered for such application.</p> <p>B. Upon verification of the evidence by the Society, the invitee shall be notified that he or she has been accepted as a Signature Member of the Society and shall enjoy the full privileges thereof. NWS will not be</p>	<p>Merged into 3.01</p>

	assessed for the year of acceptance. The new member will be billed for annual dues at the start of the new membership year in March.	
<b>ARTICLE IV. FUNDING</b>		
Section 4.02. Annual Dues	The Annual Dues for Signature and Associate Members shall be established by the Board of Directors, and may be changed annually by the Board, as circumstances require. The basis for the change shall be reported to the Membership by newsletter or at the Annual Business Meeting. The Annual Dues are currently forty dollars (\$40.00) for Signature Members and thirty -five dollars (\$35.00) for Associate Members and are payable on the last day of March each year.	The Annual Dues for Signature and Associate Members shall be established by the Board of Directors and may be changed annually by the Board as circumstances require. The basis for the change shall be reported to the Membership by Newsletter or at the Annual Business Meeting.
Section 4.03. Entry Fees	Entry fees for the Annual Exhibition shall be set by the Board of Directors. The amount of the fee for Members and/or Non-members shall be determined by the current cost of printing prospectuses and labels, processing slides and entries, and all other direct costs of the Exhibition. Fees for other exhibitions presented by the Society shall be set by the Board in a similar manner.	Entry fees for the International Open Exhibition shall be set by the Board of Directors. The amount of the fee for Members and/or Non-members shall be determined by direct costs of the Exhibition. Fees for other exhibitions presented by the Society shall be set by the Board in a similar manner.
Section 4.04. Donations	The Society may request and accept donations of the following kinds: A. Award donations for the Annual Exhibition	The Society may request and accept donations of the following kinds: A. Award donations for prizes at the

	<p>and other exhibitions where prizes are awarded.</p> <p>B. Patron donations which are placed in Patrons Fund savings account from which only the earned interest may be used for NWS business.</p>	<p>International Open Exhibition and other exhibitions.</p> <p>B. Patron donations placed in a specific account when a purpose has been designated by the donor.</p>
Section 4.08. Membership Year	Membership dues shall be collected on the basis of a membership year which shall begin on March 31 <sup>st</sup> and end on March 30 <sup>th</sup> of the following year.	Membership dues shall be collected based on a membership year, which shall coincide with the Society's fiscal year.
<b>ARTICLE V. MEETINGS</b>		
Section 5.02. Order of Business	The order of business for the Annual Business Meeting shall include: Call to Order, Reading of the Minutes of the Previous Annual Business Meeting, Reports of Board of Directors, Committee Reports, Unfinished and Current Business, Nominations for the Board of Directors and Jury of Selection, New Business and Adjournment.	The order of business for the Annual Business Meeting unless inapplicable as determined by the Board shall include: Call to Order, Reading of the Minutes of the Previous Annual Business Meeting, Reports of Board of Directors, Committee Reports, Unfinished and Current Business, Nominations for the Board of Directors and Jury of Selection, New Business and Adjournment.
Section 5.04. Notice of Meeting	Notice of all meetings shall be sent to all Signature Members of the Society by the Membership and Communications Director	Notice of all meetings shall be sent to all Signature Members of the Society by the Secretary or other designated Officer as determined by the Board.
<b>ARTICLE VI. BOARD OF DIRECTORS</b>		
Section 6.03. Offices of the	The Directors shall be elected by the Membership to hold the following offices: President, First Vice	Directors shall be elected by the Membership to hold the following offices: President, Vice

Board	<p>President, Second Vice President, Third Vice President, Fourth Vice President, Exhibition Director, Treasurer, Recording Secretary, Membership and Communications Director and Historian. From one to five additional Directors may be appointed by the Board to serve as Directors-at-large. These may include Director of the All Member Show, Director of Fundraising, Director of the Newsletter, Director of Finance and Director-at-large. They shall be entitled to vote on all matters to come before the Board for decision. The Immediate Past President shall serve on the Board as Advisor. Associate members may be appointed to additional offices. Officers are expected to attend all Board meetings and Society functions and participate in discussions and planning for Society activities (rev. 2/06)</p> <p>The Nominating Committee shall present to the Board a list of nominations for the Board and the Jury of Selection no later than December 1 in the year of their service. NWS 9/91 (rev. 2/03) (rev. 2/06) (rev. 2/10)</p>	<p>President, Secretary, and Treasurer. In addition, Directors-at-Large who may include but not be limited to: Exhibition, Communication or Membership, will be elected by the members to serve on the Board as Officers and carry out functions designated by the Board They shall be entitled to vote on all matters to come before the Board for decision. Positions on the Board Of Directors not filled by the regular vote of the members, or vacated during a term, may be appointed by the President and approved by the Board to fill the position for the remainder of that president's term of office. The Immediate Past President shall serve as Advisor to the Board but shall not be considered a Board Member.</p>
Section 6.04. Election and Term of Office	<p>Each Director shall be elected for a term of two (2) years commencing in March of the year in which elected and continuing for a period of twenty-four months (24) months. Each Director shall hold office until a successor has been elected or appointed. (rev. 2/06)</p>	<p>Each Director shall be elected for a term of two (2) years commencing in the fiscal year in which elected and continuing for a period of twenty-four months (24) months. Each Director may hold office until a successor has been elected or appointed.</p>

Section 6.05. Nominating Committee	The Board shall appoint a nominating Committee composed of three (3) Signature members. The Nominating Committee shall present to the Board a list of nominations for the Board and the Jury of selection no later than December 1 in the year of their service.	The Board shall appoint a Nominating Committee composed of three (3) Signature members. The Nominating Committee shall present to the Board a list of nominations for the Board and the Jury of Selection no later than three (3) months prior to next annual meeting.
Section 6.10. Voting	The Communication Director shall compile the various lists of nominees and their biographies and design a ballot to be mailed by First Class Mail to all Signature Members within ten (10) days after the Annual Business Meeting. The ballot shall provide space for write-in votes for each office on the Board and for the Jury of Selection. It shall be the responsibility of each Member to return a completed ballot to the Communications Director within twenty (20) days after the mailing, and he/shall shall then tabulate the votes and notify the Members who were elected to office of their election and the New President of those elected and their positions.	The Board or designated Officer shall compile the lists of nominees and their biographies and design a ballot to be mailed by First Class Mail or equivalent carrier to all Signature Members within ten (10) days after the Annual Business Meeting. The ballot shall provide space for write-in votes for each office on the Board and for the Jury of Selection. It shall be the responsibility of each Member to return a completed ballot to the designated Director within twenty (20) days after the mailing, and he/she shall tabulate the votes and notify the President and Members who were elected, of those elected and their positions.
Section 6.17 Proxy Votes	Special circumstances may on occasion cause a Board Member to be absent from a meeting at which a particular item of business is to be decided. In this circumstance, a Director may use a proxy to express his/her opinion on that item of business with the following limitations: <ul style="list-style-type: none"> <li>A. The meeting must have been opened with the required quorum.</li> <li>B. The proxy must be in writing and signed</li> </ul>	Each Board Member may have one vote. Board Members may not utilize Proxy Votes for Board decision issues.

	<p>by the absent Director.</p> <p>C. The proxy must specify by name the Member of the Board authorized to exercise the vote. The proxy may also specify up to two (2) additional Members of the Board as the alternates.</p> <p>D. The President of the Board of Directors may be named as the principal or as an alternate to exercise a proxy.</p> <p>E. The Proxy must specify the single issue for which the proxy is valid.</p> <p>F. No Member of the Board of Directors shall be allowed to vote more than one proxy in addition to his own vote on any given issue.</p>	
<b>ARTICLE VII. OFFICERS</b>		
Section 7.01 Board of Directors	The Officers of the corporation shall be: President, First Vice President, Second Vice President, Third Vice President, Fourth Vice President, Treasurer, Membership and Communications Director, Annual Exhibition Director, Recording Secretary, and Historian.	The Officers of the corporation shall be: President, Vice President, Treasurer, Secretary, and Directors-at-Large as determined by the Board. (As per Sections 6.02-6.03)

<p>Section 7.02. President</p>	<p>The President, as the chief executive officer of the corporation, shall generally supervise and direct the affairs of the corporation. He/she shall perform the following duties.</p> <ul style="list-style-type: none"> <li>A. Preside at all meetings of the Society and the Board of Directors.</li> <li>B. With the Board's approval, appoint such committees, including the Ways and Means Committee, as may be needed to carry out the various functions of the Society and its officers. Such committee shall be under the direct supervision of a designated member of the Board and shall report to that member and, on request to the Board as a whole. Such committees automatically cease to function at the end of each Board's term of office.</li> <li>C. Serve as an ex officio member of all committees except for the Nominating Committee.</li> <li>D. Develop a calendar of events and activities.</li> </ul>	<p>The President as the chief executive officer of the corporation shall supervise and direct the affairs of the corporation. He/she shall specifically perform the following duties.</p> <ul style="list-style-type: none"> <li>A. Preside at all meetings of the Society and the Board of Directors.</li> <li>B. With the Board's approval, appoints committees as may be needed to carry out the various functions of the Society and its officers. Such committees automatically cease to function at the end of each President's term of office.</li> <li>C. Serve as an ex officio member of all committees except the Nominating Committee.</li> <li>D. Develop a calendar of events and activities.</li> <li>E. Arrange for the preparation of an annual budget and an annual audit.</li> <li>F. Supervise the Board of Directors in their Board defined scope of responsibility.</li> <li>I. Instruct committee chairpersons on their</li> </ul>

	<ul style="list-style-type: none"> <li>E. Arrange for the preparation of an annual budget and an annual audit.</li> <li>F. With the assistance of the First Vice President arrange for gallery space for the Society’s exhibitions at least one year in advance for Membership and other special exhibitions and two years in advance for the Annual Exhibition</li> <li>G. Supervise the publication of the Newsletter</li> <li>H. Review the appropriate procedure book and other assorted records with each officer and define the scope of responsibility.</li> <li>I. Instruct committee chairpersons on their assignments.</li> <li>J. Instruct the Chairman of the Jury of selection and the Juror of Awards on the approved jurying procedures and direct the staff assisting at the jurying itself.</li> <li>K. Present awards at the Annual or other Exhibitions.</li> <li>L. Serve as advisor to the Board for one year following his/her term of office.</li> <li>M. Keep the purpose and meaning of the organization before the Board Members and gain the cooperative effort of the Board to achieve the Society’s objectives.</li> </ul>	<ul style="list-style-type: none"> <li>assignments.</li> <li>J. Instruct the Chairman of the Jury of Selection and the Juror of Awards on the approved jurying procedures and direct the staff assisting at the jurying itself.</li> <li>K. Present awards at the International Open Exhibition or other Exhibitions.</li> <li>L. Serve as Advisor to the Board for one year following his/her term of office.</li> <li>M. Keep the purpose and meaning of the organization before the Board Members and gain the cooperative effort of the Board to achieve the Society's objectives.</li> </ul>
Section 7.03. First Vice President	<p>The First Vice President shall have the following duties:</p> <ul style="list-style-type: none"> <li>A. Preside at all meetings in the absence of the President.</li> </ul>	<p>The Vice President shall have the following duties:</p> <ul style="list-style-type: none"> <li>A. Preside at all meetings in the absence of the President.</li> </ul>

	<ul style="list-style-type: none"> <li>B. Secure awards and donations</li> <li>C. Assist at the jurying.</li> </ul>	<ul style="list-style-type: none"> <li>B. Assumes the duties of the President during an unanticipated absence</li> <li>C. Oversee appropriate duties assigned by the Board.</li> <li>D. Be available to assist with jurying.</li> </ul>
Second Vice President	<p>The Second Vice President shall have the following duties:</p> <ul style="list-style-type: none"> <li>A. Organize and operate the traveling Exhibitions program</li> <li>B. Appoint an Assistant Traveling Exhibitions Program Director with the approval of the Board.</li> <li>C. Assist at the jurying.</li> <li>D. Regional Rep. coordinator</li> </ul>	<p>To be changed to a Director at Large position. Duties to be defined in job description</p>
Third Vice President	<p>The Third Vice President shall have the following duties:</p> <ul style="list-style-type: none"> <li>A. Arrange for stationery and all printed matter.</li> <li>B. Supervise the design, content and printing of the catalogue of the Annual Exhibition , prospectuses and labels related thereto; supervise the design, content and printing of such other catalogues, brochures, prospectuses and other printed materials required in the special exhibition program of the Society.</li> <li>C. Assist at the jurying.</li> </ul>	<p>To be changed to a Titled Director at Large position Duties to be defined in a job description</p>
Fourth Vice President	<p>The Fourth Vice President shall have the following duties:</p>	<p>To be changed to a Titled Director at Large position</p>

	<ul style="list-style-type: none"> <li>A. Responsibility for the publicity and public relations programs of the Society.</li> <li>B. Place announcements in local and national publications about the Society’s exhibitions</li> <li>C. Provide the Historian with news items, published articles, and photographs for the Historian’s file.</li> <li>D. Assist at the jurying</li> </ul>	Duties to be defined in a job description
Section 7.04. Treasurer	<p>The Treasurer shall have the following duties:</p> <ul style="list-style-type: none"> <li>A. Assist the President in the development of the budget.</li> <li>B. Receive and deposit all monies in the name of the National Watercolor Society.</li> <li>C. Record all receipts and expenditures in a Society computer</li> <li>D. Pay bills and charges approved by the Board.</li> <li>E. Report monthly to the Board and present an annual financial summary to the membership at the annual Business Meeting.</li> <li>F. Prior to March each year request an audit of the financial operation of the Society, report the audit results to the Board, and file appropriate documents of audit to designated State and Federal agencies.</li> <li>G. Prepare the required tax forms and submit these to appropriate State and Federal agencies.</li> <li>H. Assist at the jurying.</li> </ul>	<p>The Treasurer shall have the following duties:</p> <ul style="list-style-type: none"> <li>A. Assist the President in development of the budget.</li> <li>B. Receive and deposit all monies in the name of the National Watercolor Society.</li> <li>C. Record all receipts and expenditures.</li> <li>D. Pay bills and charges approved by the Board.</li> <li>E. Report monthly to the Board and present an annual Financial summary to the membership at the annual Business Meeting.</li> <li>F. Prior to March each year request an audit of the financial operation of the Society, report the audit results to the Board, and file appropriate documents of audit to designated State and Federal agencies.</li> <li>G. Prepare the required tax forms and submit these to appropriate State and Federal agencies.</li> </ul>
Annual Exhibition Director	The Annual Exhibition Director shall have the following duties:	To be changed to a Titled Director at Large. Duties to be defined in a job description

	<ul style="list-style-type: none"> <li>A. Receive application forms and fees for the Annual Exhibition from all applicants.</li> <li>B. Receive, catalog and prepare all images for the Annual Exhibition jurying.</li> <li>C. Administer all aspects of record-keeping for all jurying processes.</li> <li>D. Process notifications of jury determination to all entrants.</li> <li>E. Assist the President in arranging for gallery space for the Society's Annual Exhibition</li> </ul>	
Special Exhibition Director	<p>The Special Exhibition Director shall handle NWS Invitational, Signature and/or Associate Member Exhibitions or any other special Exhibition(s) other than the Annual and administer all aspects of other Society sponsored exhibitions  NWS 9/91 (rev. 2/03) (rev. 2/06) (rev. 2/10)</p>	<p>To be changed to a Titled Director at Large position.  Duties to be defined in a job description.</p>
Membership and Communications Director	<p>The Membership and Communications Director shall have the following duties:</p> <ul style="list-style-type: none"> <li>A. Issue notices of meetings, elections and exhibition information to all members.</li> <li>B. Mail prospectuses to all members.</li> <li>C. Mail catalogs to members, libraries and colleges.</li> <li>D. Assist at the jurying.</li> <li>E. Update the membership lists, keep mailing addresses current, and notify the mailing service of changes, adds and drops. Issue dues notices and receive dues. Send Membership cards.</li> <li>F. Send ballots by first class mail to the</li> </ul>	<p>To be changed to a Titled Director at Large position.  Duties to be defined in a job description.</p>

	<p>membership for annual elections and other matters requiring membership approval. Receive returned ballots, tabulate votes and report results to the Board.</p> <p>G. Notify Signature Members of the annual Business Meeting.</p>	
Section 7.05 Recording Secretary	<p>The Recording Secretary shall have the following duties:</p> <p>A. Prepare and keep the minutes of the Society and the Board of Directors.</p> <p>B. Provide members of the Board and Regional Representatives with copies of the minutes.</p> <p>C. Maintain By-Laws and advise Board when proposed actions appear to be in conflict with the By-Laws</p> <p>D. Work with the Exhibition Director when there is need.</p> <p>E. Assist at the jurying.</p>	<p>The Secretary shall have the following duties:</p> <p>A. Prepare and keep the minutes of the Society and the Board of Directors.</p> <p>B. Provide members of the Board with copies of the minutes.</p> <p>C. Maintain secure permanent storage of minutes of the Society and the Board of Directors.</p> <p>D. Maintain By-Laws and advise Board when proposed actions appear to conflict with the By-Laws.</p>
Historian	<p>The Historian shall have the following duties:</p> <p>A. Maintain the historical record of the Society.</p> <p>B. Maintain a biographical file on Signature Members.</p> <p>C. Maintain the image archives.</p> <p>D. Supervise arrangements for social events related to the opening of the Society's exhibitions</p> <p>E. Supervise arrangements for the Annual Business Meeting</p> <p>F. Provide refreshments for jurors and the</p>	<p>To be changed to a Titled Director at Large position.</p> <p>Duties to be defined in a job description</p>

	assisting staff on jurying days.	
Section 7.06 Directors-at-Large		Directors-at-Large shall have the following duties: A. Perform and oversee all responsibilities in their Board defined scope of responsibility. B. Perform all duties of the position to which he or she has been elected or appointed, as detailed in the current procedures described by the Board of Directors. C. Be available to assist with jurying.
Section 7.07. Regional Representatives	The President, with the Board's approval may appoint Regional Representatives from among the Signature and Associate Members to assist with Society activities in their areas.	The President, with the Board's approval may from time to time appoint Regional Representatives from among the Signature and Associate Members to assist with Society activities in their geographic areas.
<b>ARTICLE VIII. JURY OF SELECTION</b>		
Section 8.06. Jury Procedures for annual Exhibition	The Annual Exhibition shall be held at a time and place arranged by the Board. The Annual Exhibition is open to all artists. All work submitted for the Exhibition shall be required to be passed by the Jury of Selection the following procedures shall be followed: A. Signature Members, Associate Members and Non-members may submit one (1) image for jury consideration. B. All paintings submitted as images must be aquamedia and meet the definition of watercolor as stated in Article X.	The International Open Exhibition shall be held at a time and place arranged by the Board. The International Open Exhibition is open to all artists who may submit one image. All work submitted for the Exhibition shall be required to be passed by the Jury of Selection. The BOD will establish and approve a procedure for the selection process for paintings to be accepted for the International Open Exhibition.

	<p>Section 10.01., Definition of Watercolor.  When the painting itself is before the Jury, if in the judgment of the jury the painting is not a watercolor as defined in Article X., the painting may be rejected.</p> <p>C. All paintings accepted for the exhibition must be properly framed under rigid plexiglas.</p> <p>D. Slides submitted by Signature Members, Associate Members and Non-members shall be shown in random order.</p> <p>E. Slides of paintings which are unusually small shall be identified to the Jury.</p> <p>F. Each juror must vote on every slide, indicating that the slide is "In" or "Out." Jurors vote without discussion.</p> <p>G. All of the slides submitted shall be shown first to the jurors as a body with no vote taken so that they can determine for themselves the scope of the show.</p> <p>H. The President shall instruct the Jury of Selection as to the limitations of numbers acceptable to the host museum. The Jury may not exceed the maximum acceptable to the host museum.</p> <p>I. As the voting begins the tallies are recorded. The tallies have the following values:</p> <ol style="list-style-type: none"> <li>1. Paintings with three "In" votes are accepted for the show.</li> <li>2. Paintings with two "In" votes are</li> </ol>	
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	<p>tentatively accepted subject to the maximum number acceptable to the host museum. If the “twos” added to the “threes” exceed the maximum acceptable, the Jury must continue its deliberations until it has resolved the problem.</p> <p>J. The Jury may select fewer paintings than the maximum</p> <p>K. If a sufficient number of paintings receive “threes” or “twos,” the show has been selected, subject to the final jurying step as described in B. above. If, however, more paintings are needed to make an acceptable exhibition, the group of paintings which receive a “one” vote may be reviewed by the Jury. The point values (as in I 1. And 2. above apply. If this additional judging still does not produce enough paintings for the exhibition, each Juror may be asked to choose one or more paintings from the “one” group. However, these selections must meet with consensus from the other Jurors. A Juror may challenge at this point and request a vote. If the majority (2) vote in favor, the painting is accepted. A Juror whose selection is rejected may then choose another work for review by the Jury.</p> <p>L. If at the close of jurying and during the Jurors’ review of the review of their selections, a Juror may challenge a selection</p>	
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	<p>and request to have another vote made.</p> <p>M. Artists whose slides have been accepted by the Jury of Selection shall be notified immediately and advised as to how to submit the painting itself for final review by the Jury. The notice must remind the artist that the selection is tentative, that a painting may be rejected in the final jurying for cause. It is the responsibility of the Chairman of the Jury to justify the cause.</p> <p>N. When the decisions of the Jury are final, the President shall instruct the Juror of Awards.</p>	
Section 8.07. Selection of Travel Show Paintings	All award winners including the National Watercolor Society Purchase Award, but not including other purchase awards will automatically be in the Travel Show with the permission of the artist. If more paintings are needed to fill out the Travel Show, the Juror of Awards shall make the necessary selections.	All award winners including the National Watercolor Society Purchase Award, but not including other purchase awards, will automatically be in the Travel Show (when held from time-to time) with the permission of the artist. If more paintings are needed to fill out the Travel Show, the Juror of Awards shall make the necessary selections.
<b>ARTICLE IX. JURY OF AWARDS</b>		
Section 9.01 International Open Exhibition	One or more qualified persons who are not Signature Members of the Society shall be appointed by the Board to serve as the Juror or Jury of Awards for the Annual Exhibition. The Juror or Jury of	One or more qualified persons who are not Members of the Society shall be appointed by the Board to serve as the Judge or Jury of Awards for the International Open Exhibition.

	Awards shall make its selection from that group of paintings chosen earlier by the Jury of Selection.	The Judge or Jury of Awards shall make the selection of award winners from the paintings accepted for the International Open Exhibition by the Jury of Selection.
<b>ARTICLE X. DEFINITION OF WATERCOLOR</b>		
Section 10.01	A watercolor is aquamedia on paper which is unvarnished. The term "watercolor" shall be deemed to exclude work in encaustic or oil	Watercolor is currently defined as aquamedia, watercolor, acrylic and other water-soluble media. The term "watercolor" shall exclude work in encaustic or oil. Each Exhibition Prospectus shall define acceptable entries.