

Palmer Lake Little Art Group

A Brief History 1963-2015

A small group of Palmer Lake residents with mutual artistic interest was called together at the home of Ruth Staeben in November 1963, and the Palmer Lake Little Art Group was founded with 13 members. By 1966 enthusiasm had grown to the point of presenting an outdoor art exhibit in the Staeben's Stables – which was rained out! Undaunted, the group had its second annual show in the Palmer Lake Town Hall and has continued to produce annual art shows initially for the benefit of the Palmer Lake Historical Society and now for art scholarships.

In 1967, a committee headed by Tillie McCarty (still a member in 1996) drew up the first set of by-laws for the group. Membership had grown to 26 by 1968. On December 6, 1968, Lucretia Vaile, a well-known and respected longtime summer resident of Palmer Lake, for the sum of \$2.00 sold her local property to the Town of Palmer Lake and designated it to be used for the exclusive use of the Palmer Lake Little Art Group as their permanent headquarters. In January 1969, Miss Vaile formally presented her property to the group and requested that it be designated as “Vaile Hill Art Gallery of Palmer Lake.” A bronze plaque denoting the gift was presented (mounted on the fireplace) as well as a gavel for use in the group. Also that year, Mr. Bill Wixon, head of Industrial Arts, Monument High School, created the outdoor sign. On October 11, 1979, the Town of Palmer Lake quickly claimed the property to the Palmer Lake Little Art Group.

Becoming property owners meant the consideration of incorporating as a non-profit organization for tax purposes. This was accomplished April 15, 1969 in the State of Colorado.

Annual events have continued. Everything from a “Snow Sculpture Contest” for local elementary school students, to an “Old-Fashioned County Fair & Sale” and on to our present “PLAG Fine Art Show” and “Christmas Craft Festival.” Proceeds were distributed to various civic causes until 1977, and thereafter were devoted to Art Scholarships for Monument High School seniors who planned to pursue art as a career.

Membership continued to grow and now numbers 45-50 very talented people.

In November of 2012, two-thirds majority of the PLAG members voted to quickly claim the “Vaile House” back to the Town of Palmer Lake. The town subsequently decided to sell the property. On May 21, 2014 an amendment to the 1979 deed was negotiated with the Town of Palmer Lake whereas the Palmer Lake Little Art Group would receive one-third of the net proceeds of the sale of the former “Vaile House.” The property was quickly claimed to the Town of Palmer Lake on this same date. The sale of the property was settled on November 6, 2015 and the Palmer Lake Little Art Group received a check for \$48,089.99 as its share of the net sale proceeds. As designated on the May, 2014 amendment, these proceeds are to be used “for the benefit of the whole community through high school scholarships, art education, and art shows/exhibits.”

Palmer Lake Little Art Group

By-Laws

(Revised by 2015 Board of Directors)
December 2015

Article I Constitution

Section 1: The Articles of Incorporation of the Palmer Lake Little Art Group shall be the Constitution of this organization and shall be posted on our website and be available to members at all times

Section 2: Principal Business Office for the corporation shall be Mountain Community Mennonite Church, 643 Highway 105, Palmer Lake, Colorado, PO Box 543 or as otherwise designated by the Board of Directors.

Article II Name

Section 1: The name “Palmer Lake Little Art Group” or any DBA (Doing Business As) name shall be used for all legal transactions.

- A. Palmer Lake Art Group and PLAG may be accepted for common reference.
- B. For purposes of these By-laws, corporation, group, organization or membership shall be synonymous with Palmer Lake Little Art Group.

Article III Object

Section 1: The primary purpose of this corporation shall be the promotion, production, and appreciation of all creative art forms.

- A. Encouragement in the pursuit of the cultural history and heritage of Palmer Lake and the surroundings area.
- B. Stimulation of artistic and cultural endeavors in local schools.

Article IV

Membership

Section 1: Eligibility

Any resident in the State of Colorado who shares the objectives of the Palmer Lake Little Art Group shall be qualified for membership.

Section 2: Categories

Voting rights and privileges as designated in the following classes:

- A. **Active:** Members with paid annual dues have the vested right to vote and hold office, as well as any and all other privileges that the corporation may offer.

- B. **Patron:** Such membership shall be effective upon a donation of one hundred dollars (\$100) and shall extend for the membership year in which the donation is made. All privileges of membership are included.

- C. **Life:** Such memberships shall be bestowed by invitation of the Board of Directors and the majority affirmative vote of the Active members, in recognition of outstanding long-term service to the corporation. They shall enjoy all privileges including the right to vote and hold office. Dues will never be required.

- D. **Honorary:** Such memberships shall be by invitation of the Board of Directors and affirmative vote of this board in recognition of sustained interest and support of the group. Membership shall be for one year with no dues required. All privileges, except to vote or hold office, are extended.

- E. **Junior:** Such memberships shall be available to persons under age 18 by request or recommendation, with an affirmative vote of the Active and Life members. No dues are required, and they do not have the right to vote or hold office.

Section 3: Privileges

- A. The right to vote and hold office is limited to Active, Life and Patron members.
- B. The privilege of attending regular meetings, functions and events sponsored by the Palmer Lake Little Art Group is open to all member categories and their guests.
- C. Participation in events requiring fees shall be at member rates, if such are available, and shall be enjoyed by all membership categories.

Article V

Officers

Section 1: Eligible voting members at the December meeting shall elect the following officers.

- A. **President:** This officer shall preside over all meetings of the corporation, but shall vote only to break a tie.
 - a. The President and Treasurer shall act as trustees and signatories to the group general fund.
 - b. The President shall appoint all committee chair or coordinators deemed necessary, not to exceed six (6) for board positions. Usual committees are: Publicity, Hospitality, Special Events, Historian, and Scholarships. Sub-committees may be established for efficiency purposes.
 - c. The President shall be an ex-officio member of all committees, excepting the nominating committee.

- B. **Vice President:** Shall preside at meetings in the absence of the President and shall assist the President.
 - a. The Vice President acts as the Program Director.

- C. **Recording Secretary:** Shall keep the minutes of all general and Board of Directors meetings and provide copies to all members. In the absence of the Recording Secretary, a volunteer from the Board or general membership will keep minutes.

- D. **Corresponding Secretary:** The primary duty of this officer shall be the preparation and distribution of a monthly newsletter regarding upcoming meetings, etc, to all members.
 - a. This secretary shall prepare correspondence in the name of the group if requested by the President.

- E. **Treasurer:** This officer shall be responsible for collecting, depositing and dispersing of all funds accruing to Palmer Lake Little Art Group.
 - a. The treasurer shall act as trustee and signatory to any legal matters involving the corporation.
 - b. The treasurer shall file all required government reports and pay sales taxes.

Section 2: The Board of Directors of this corporation shall consist of the elected officers and standing committee chairpersons for a total of no more than eleven (11).

- A. Special event coordinators may attend board meetings on a temporary basis.

- B. Exercise of Powers: Subject to any written limitations or restrictions in the Article of Incorporation, the Board of Directors is authorized to direct, by duly adopted resolution, all the business purposes and powers set for in the Articles without previous authorization or subsequent approval by the general membership.
- C. All parties dealing with the Palmer Lake Little Art Group have the right to rely on any action approved by the Directors.

Article VI

Elections

Section 1: Nominations – shall be made by a committee of three (3) no later than October. They shall present a slate of officers in the December newsletter prior to the meeting in December.

Section 2: Elections and Installations shall be conducted at the meeting in December.

Section 3: Vacancies – should a vacancy occur (other than the Presidency), the Board of Directors shall appoint a replacement for the remainder of the term. If the Presidency is vacated for any reason, the Vice President shall assume all the duties of that office.

Section 4: Term of office for the Board of Directors is officially January 1st to December 31st.

Section 5: Currently there are no term limits for the officers.

Article VII

Meetings

Section 1: Regular meetings shall be held on the second (2nd) Saturday of each month.

Section 2: The President or Five (5) Active or Life members by petition, in writing, may call special meetings.

Section 3: Board of Directors meetings shall be called at the discretion of the President, who also services as Chairman of the Board.

- A. Board meetings shall be open to all members, and any member may address the board by request.

Section 4: The annual meeting of the entire membership shall be held on the second (2nd) Saturday of June each year at such time and place the Board of Directors may determine.

Section 5: A joint Meeting of out-going and new officers and chairmen shall be held as soon after the December election, as mutually agreeable, and shall be called by the out-going President.

Quorums: When a vote is called for in a general meeting, no less than one-third (1/3) of the eligible voting members must be present, and a simple majority shall prevail. A Board of Directors meeting must have no fewer than four (4) board members present and a simple majority will rule.

Article VIII

Finances

Section 1: Fiscal year – The Corporations’ fiscal year shall commence July 1st and end June 30th. All government reporting shall be based upon this fiscal year.

Section 2: The Membership year shall run from January 1st to December 31st.

Section 3: Dues – Annual dues amount shall be subject to a voting membership decision at the annual meeting in June and shall be payable no later than the following January for inclusion in the member roster for the next membership year that begins January 1st.

- A. New members joining after August 31st shall pay one/half (1/2) the current annual dues. This discounted membership shall be applied only once.
- B. Members of record in previous year(s) shall pay full annual dues regardless of the month of renewal.

Section 4: Receipts – all monies received in the name of Palmer Lake Little Art Group, Palmer Lake Art Group, or PLAG shall be deposited into the general fund.

Section 5: Bank Account – An account shall be maintained in the name “Palmer Lake Little Art Group” or any DBA name at Peoples National Bank, 1899 Woodmoor Drive, Monument, Co 80132.

- A. Only the President and Treasurer have checking privileges.
 - a. Proper bank forms indicating a change in valid signatures shall be filed with the bank at the time a new President or Treasurer assumes office.

Section 6: Insurance - A General Insurance policy for the organization shall be kept at all times to cover liability, theft, fire, and other types of losses. In addition, a Directors and Officers (D&O) policy shall be kept at all times to protect potential claims against the Board of Directors of the Palmer Lake Little Art Group.

Section 7: Outstanding bills must be presented to the Treasurer no later than 2 weeks prior to the end of the calendar year. This allows for the accounting to be brought up-to-date before a new Treasurer assumes office on January 1st.

- A. Purchase receipts are necessary for reimbursement.
- B. No remuneration shall ever be made to any officer, chairman, or member, with the exception of real expenses incurred for the group.

Section 8: Disbursement of funds, other than for actual operating expenses or artist commissions, shall be for art scholarships or other local causes relating to artistic, civic, or cultural improvements and must be duly approved by the voting membership.

Article IX

Procedures

Section 1: Suggested Procedure/duty Sheets shall be created and maintained for all officers and chairpersons as a valuable help to members new to a position.

- A. These procedures may be changed at any time by request and approval of the Board of Directors.
 - a. Minor decisions may be made by any board member for expediency at a meeting, event, or on a project.

Article X

By-Law Amendments

As recorded in the organization’s Articles of Incorporation, Article X, “The Board of Directors of the corporation shall have the power to make, adopt, alter, amend, or repeal the By-Laws as they deem proper for the management of the affairs of the corporation.” A majority vote of all Board of Directors shall be required to amend the By-Laws. Revised By-laws should be made available to the membership at the next monthly meeting, on PLAG’s website or included in the next newsletter.