

GSQA CHAPTER AFFILIATION GUIDELINES

Requirements for Chapter Affiliation with GSQA

- 1.) In order to become an affiliated GSQA chapter, a group, guild, or bee must consist of at least five (5) current GSQA members, although 100% GSQA membership is certainly encouraged for all chapters.
- 2.) Each chapter must designate one of their members to be the Chapter Contact person for the chapter. This individual **MUST** be a member in good standing of GSQA (dues paid to date), and must remain a GSQA member, as long as they continue in their role as Chapter Contact. If the contact person leaves the chapter, chooses to not renew their GSQA membership, or no longer wishes to be the designated contact, then the chapter must name a new Chapter Contact and inform the GSQA Membership Director that a change has been made.
- 3.) It is the Chapter Contact's responsibility to submit **annually** an updated Annual Chapter Affiliation Form before May 1st to the GSQA Membership Director. It may either be mailed to the Membership Director or be brought to her at the April General Membership Meeting. This form may be found on the GSQA website. Annual submission of the form is necessary to ensure that the requirement of five current GSQA members is being met by the chapter.

Dues & Expectations of Affiliated Chapters

There are no dues required of affiliated chapters. Because GSQA requires that a minimum of five chapter members be members in good standing of GSQA, the chapter is considered to have already paid dues.

Chapters are asked to provide help with the biennial GSQA Seminar (odd-numbered years) and biennial GSQA Quilt Show (even-numbered years), as well as help with quarterly General Membership Meetings held in their areas. These meetings are almost always held on the fourth Saturday of January, April, July, and October. Chapters are encouraged to volunteer to host a quarterly meeting in their area or to help other chapters who are acting as hosts. Meeting places for future General Membership Meetings are announced in *Quilt Talk* and on the GSQA website (www.gulfstatesquilting.org).

Chapters are encouraged to provide periodic reports of chapter activities to the Newsletter Editor for publication in *Quilt Talk*, and to the GSQA Media Director for posting on the website. Both of these provide an avenue for GSQA to keep its general membership informed of matters of interest to them. The contact information for the Newsletter Editor and Media Director can be found in *Quilt Talk* and on the GSQA website.

Responsibility of GSQA to Each Affiliated Chapter

GSQA will endeavor to provide each affiliated chapter with support in its activities. GSQA will respond promptly to any chapter's request for information, assistance, or visits by board members. GSQA will sponsor various educational activities throughout the year, and all chapters are encouraged to participate in them. A Circuit Teacher program is also available to all affiliated chapters. (Please see the GSQA website for more information on this program.)

Application for Affiliation with GSQA

To gain affiliation with GSQA, a group must submit the Annual Chapter Affiliation Form (found on the GSQA website) to the Membership Director at the address given at the end of this document and at the bottom of the Annual Chapter Affiliation Form.

Naming of a New Chapter

To prevent duplication of a chapter name, a group should contact the Membership Director prior to submitting their Affiliation Form, and request approval of their proposed chapter name. If approved, the name will be held in reserve for the group, as long as their Affiliation Form is received within one month from the date of initial contact. GSQA reserves the right to request that a chapter change its proposed name in order to prevent duplication.

Chapter Meeting Place and Times

Each chapter may set its own schedule of meetings—once a week, once a month, etc. If a chapter is applying for affiliation, and the application contains the names of persons joining GSQA at the time of the application, their dues must accompany the application form.

Gulf States Quilting Association 2011-2013 Membership Director:

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