

HOW TO MAKE A SUGGESTION OR IDEA

Member input is vital for the health of the Art Guild. Members who have an opinion are encouraged to voice it to the appropriate person, whether this is a Chair of a committee, a Coordinator, or the President.

There is a Suggestion Box in the PCAC Studio, and it is periodically emptied, with the appropriate person notified. You should hear a reply back from that person relatively soon after putting your question or comment in the box.

Heard a rumor? Before passing it along, find out if it is true by asking the appropriate person. The Members Only section of the website has a copy of the organizational chart (under "Governing Documents") to help in identifying who to ask. When in doubt, check with any Board member.

HOW TO GET ON AN AGENDA

If you are a member of a Committee, you shall be notified of an up-coming meeting ahead of time, usually at least 3 days prior. Members of a committee are free to make any comment that is pertinent to the agenda at that meeting.

Members have an opinion they would like to share or a question they would like answered and who do not belong to the appropriate committee, are to first communicate with the appropriate Chair or Coordinator. If unsatisfied with the result, the member can request to address the appropriate committee or Board.

The Standing Rules call for members to be notified of what will be discussed at each Executive Board meetings as well as General Membership meetings, usually a minimum of 3 days prior. Members are welcome to attend any meeting of the Guild as an auditor. A member who is unsatisfied with the results of prior communication with the appropriate Chair or Coordinator, may address the entire Committee or Board by getting permission ahead of time from the presiding person. This is a courtesy to the members of that committee/Board, as well as allowing the chair or President to control the subjects and time allotted to each item on the agenda.

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