

FINAL DRAFT

**FRIENDS OF MULTI ARTS CENTER, INC.
BYLAWS**

ARTICLE 1. NAME

The name of this organization shall be Friends of Multi Arts Center, Inc.

ARTICLE II. MISSION OF THE MULTI ARTS CENTER

The Stillwater Multi Arts Center fosters a creative environment to develop, explore, and engage the community in the arts through classes, exhibits, and art experiences.

ARTICLE III. PURPOSE

The purpose of this charitable organization is to promote and support the Stillwater Multi Arts Center and its mission. This organization is formed to operate exclusively for charitable and educational purposes, including but not limited to:

- A. Operating a center for the arts
- B. Conducting educational, cultural, and outreach programs
- C. Engaging in all activities that will further, and are consistent with, the mission of the organization, including, but not limited to, public cultural performances and exhibits, presentations to groups, panel discussions, publication of literature, public education, and public relations

This organization is formed exclusively for one or more of the purposes as specified in Section 501(c)(3) of the Internal Revenue Code, including for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code.

ARTICLE IV. DURATION

The organization has adopted a calendar year-end.

ARTICLE V. LOCATION OF RECORDS

A master file of records for Friends of Multi Arts, Inc. shall be maintained in the office of the Multi Arts Center. These records shall include, but not be limited to, organization and financial information, meeting minutes, and other records required by Section 501(c)(3) of the Internal Revenue Code.

ARTICLE VI. MEMBERSHIP AND DUES

Categories of membership and dues shall be determined by the Board of Directors.

ARTICLE VII. GENERAL MEMBERSHIP MEETINGS

Meetings of the general membership shall be held at least twice a year. The date, time, and location shall be determined by the Board of Directors. Additional meetings of the general membership may be called by the Board of Directors as needed. Agendas shall be prepared by the executive committee and shall be available to the membership one week in advance of the meetings.

ARTICLE VIII. BOARD OF DIRECTORS

The management of the organization shall be vested in a Board of Directors. The Board of Directors shall be composed of no more than thirteen members and no less than nine members including the officers. The Board of Directors shall be members in good standing.

ARTICLE IX. OFFICERS (EXECUTIVE COMMITTEE)

Friends of Multi Arts Center, Inc. shall have officers to include President, President-elect, Past President, Secretary, and Treasurer.

Officers are elected by the board on a yearly basis from within the board for a one-year term and cannot hold that office for more than two consecutive terms.

ARTICLE X. COMMITTEES

Committees shall be defined by the Board of Directors, as necessary, for carrying out the activities of the organization.

The President shall be an ex-officio member of all committees.

ARTICLE XI. AMENDMENTS

Written notice of any proposed changes to the Bylaws must be submitted to the Board of Directors. The Board of Directors shall provide written or electronic notification to the general membership 30 days prior to any vote. The Bylaws may be amended by a simple majority vote of the members in good standing present at a general membership meeting or by electronic communication.

ARTICLE XII. OPERATION

Friends of Multi Arts Center, Inc. shall operate in accordance with the Friends of Multi Arts Center Operational Procedures developed by the Board of Directors.

ARTICLE XIII. DISSOLUTION

In the event of the dissolution of Friends of Multi Arts Center, Inc. and after the payment, or provision for payment, of all debts and liabilities of the organization, the Board of Directors in its sole discretion shall cause the net assets of the organization to be distributed for one or more exempt purposes within the meaning of Section 501(c) (3) of the Internal Revenue Code or shall be distributed to the federal government or to a state or local government for public purpose. Such distribution shall be made in accordance with all applicable provisions of the laws of the State of Oklahoma.