



EST. 2006

# PITTSBURG

ARTWALK

## Application for Appointment

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Occupation/Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Business Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Are you a resident of Pittsburg? \_\_\_\_\_ If yes, how long have you lived in Pittsburg: \_\_\_\_\_

Previous Committee Experience: \_\_\_\_\_

Professional and/or community service activities: \_\_\_\_\_

Please explain your reasons for wishing to serve on this committee and how you feel that you may contribute:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The Pittsburg ArtWalk Association Board meets at 7:00pm on the 3rd Wednesday of each month.  
Locations TBD.

Signature of Applicant: \_\_\_\_\_

Printed Name of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

If you have any questions regarding the appointment, please contact the Pittsburg ArtWalk Association Chairperson by phone at (620) 687-4535 or by email at [pittsburgartwalk@gmail.com](mailto:pittsburgartwalk@gmail.com).

Please return your completed application on or before April 1st, 2021 to:  
Pittsburg ArtWalk Association  
706 N. Leonard  
Girard, KS 66743

# BYLAWS OF PITTSBURG ARTWALK

## **ARTICLE I. PURPOSE:**

Inspire, promote and attract Fine Art in all forms.

## **ARTICLE II. ARTWALK BOUNDARIES:**

Section 1. The boundaries of the Pittsburg ArtWalk are Broadway (between 4th Street to 7th Street) & 5th and 6th Street (east & west to the alley)

## **ARTICLE III. POWERS AND DUTIES OF THE ARTWALK BOARD OF DIRECTORS:**

Section 1. Powers. The ArtWalk Board of Directors shall act as a representative of the Pittsburg area artists and its citizens in order to inspire, promote, and attract those interested in Fine Art to the area. The efforts put forth by this Board are to aid in the revitalization of Downtown Pittsburg, KS and to continually showcase local area talent.

The Board shall establish committees to carry out its mission, as agreed upon by the board, and provide oversight of these committees. One Board member will be responsible for each Committee, based on expertise and interest, and will report the decisions, requests, and recommendations of the Committee to the overall ArtWalk Board of Directors. The Board will collectively review the decisions, requests and recommendations of all Committees, and come to a final decision, request, or recommendation. When necessary, the Board will authorize the City Manager or his/her designee to take said decision, request or recommendation to the executive team and to the City Commission when appropriate. The Board can create or repeal committees as needed. Annually, the ArtWalk Board of Directors, with input from the Committee, shall create an annual report. The Board Chairperson will present the annual report during a work session with the City Commission to review the accomplishments and goals of the Committees and Board. This report and review will occur annually, during the month of September.

### Section 2. Duties. Committee/ Board Duties:

The Board of Directors and appropriate committees will be responsible for the following:

- a. Recruiting, promoting, supporting, and encouraging artists, organizations, and vendors from the surrounding area.
- b. Support current and incoming artists, organizations, and vendors regarding City and ArtWalk boundary regulations and processes.
- c. Assist in resolving conflicts within the downtown community. Individuals owning property, businesses, or a primary residence within the ArtWalk boundaries will be eligible to have their issues placed on the agenda of the next scheduled meeting of the appropriate committee.
- d. Make recommendations to the ArtWalk Board of Directors regarding issues related to development and activities with the ArtWalk boundaries.

## **ARTICLE IV. MEMBERSHIP**

Section 1. Number of Members. The Board will be comprised of seven (7) members appointed by the Founding Members all of whom are to be selected for their wisdom, ability, and interest in issues related to the Pittsburg ArtWalk. Criteria for membership is as follows: one (1) member will be an Artist; one (1) member will be a Lawyer and/or Financial Advisor; one (1) member will be a Downtown Business Owner; one (1) member will be a Musician; one (1) will be a Performing Artist; and two (2) members will be at large with a vested interest in the Pittsburg ArtWalk. The two (2) at large members will serve an initial one (1) year term and the remaining four (4) members will serve three (3) year terms. Following the expiration of the initial terms of the two (2) members at large, these members will thereafter be appointed to two (2) year terms. Residence within the city limits shall not be a requirement of membership.

Section 2. Election of Officers. The members of the Pittsburg ArtWalk Board of Directors shall annually elect one of its own members as chairperson and another as co-chairperson, each of whom shall serve for one year and until successors are appointed.

Section 3. Secretary. The Secretary shall be responsible for keeping records of board actions, keeping minutes at all meetings, distributing copies of minutes to each board member, and assuring that proper records are maintained.

Section 4. Treasurer. The Treasurer shall assist in the preparation of the budget, help develop fundraising plans, and make financial information available to board members and the public.

Section 5. Filling of vacancies; removal; quorum. Upon the expiration of the term of any member, the ArtWalk Board of Directors will receive nominations for thirty (30) days. The ArtWalk Board of Directors shall elect that member or some other qualified individual to a two-year term of office; provided, however, that no member shall serve more than three consecutive terms. Any member may be removed by the ArtWalk Board of Directors for failing to attend meetings of the ArtWalk Board of Directors or for no longer meeting the criteria for service. Should any member of the ArtWalk Board of Directors resign, pass away, or be removed by the Board of Directors, the Board shall appoint some other qualified individual to serve the former member's unexpired term. Three members of the ArtWalk Board of Directors shall constitute a quorum.

Section 6. Adverse interest. In the determination of a quorum of the ArtWalk Board of Directors, or in voting, the disclosed adverse interest of a board member shall not disqualify the board member or invalidate his or her vote.

Section 7. Operational processes; meeting frequency. The ArtWalk Board of Directors may adopt, define and amend its operational processes, in writing, and shall submit the same to the Chairperson. The Board shall meet at least quarterly at a time and place as fixed by the chairperson. Special meetings may be called by the chairperson or, in his or her absence, the vice-chairperson. The Board chairperson, without a formal meeting of the Board and upon consulting with the other members, may provide a formal response of "No comment" if a response from the Board is requested.

Section 8. Procedures. The vote of a majority of the ArtWalk Board of Directors present at a properly called meeting at which a quorum is present shall be the act of the ArtWalk Board of Directors, unless the vote of a greater number is required by law or by these by-laws for a particular resolution. A Board member of the organization who is present at a meeting of the Board at which action on any corporate matter is taken shall be presumed to have assented to the action taken unless their dissent shall be entered in the minutes of the meeting. The Board shall keep written minutes of its proceedings in its permanent records.

Section 9. Informal action. Any action required to be taken, or which may be taken, at a meeting, may be taken without a meeting and without prior notice if a consent in writing, setting forth the action so taken, is signed by the directors with respect to the subject matter of the vote.

#### **ARTICLE V. AMENDMENT TO BYLAWS**

The bylaws may be amended, altered, or repealed by the ArtWalk Board of Directors by a majority of a quorum vote at any regular or special meeting.