

# BYLAWS

## THE VIRGINIA WRITERS PROJECT (VWP)

**PURPOSE:** The Virginia Writers Project focuses on publishing and serving as a Virginia writers' cooperative. Writers form a community of common purpose and mutual support. Members learn and teach the art of writing for publication. The VWP is a celebration of Virginia in the spirit of the 1930s' Works Progress Administration's Virginia Writers Project (VWP). The VWP encourages authors to embrace this ideal. The Virginia Writers Project mentors talent in Virginia's public schools. The Virginia Writers Project is enrolled as a nonprofit 501(c)3, a public organization serving Virginia writers, Virginia high school student writers, and regional historical societies.

**GOVERNANCE:** The management of the Project is through a governing board of editors. The managing editor chairs meetings and provides an agenda. S/he has no authority outside of this basic duty. Decisions are made collectively through a simple majority of the editorial board. A quorum is three editors.

**FINANCES:** The managing editor and one other associate editor have concurrent access to the banking to preserve continuity. All expenses must be approved by the board prior to the initiation of the purpose of the funding. All expenses must be submitted with bona fide receipts. Ongoing services will be approved by a majority of the governing board on justification and sustained as long as there is value. The IRS and Virginia Corporate Commission guide financial records keeping. Any paid VWP member may request a copy of the financial records. No member may benefit financially from the organization's funds. Donations will be requested to fund the VWP. The Board may establish a nominal membership fee.

**MEMBERSHIP:** Members are encouraged to offer workshops and to attend them. Members are welcome to attend any meeting of the governing board. A quorum is made up of three members of the governing board. Meetings will be conducted through electronic exchange, email, or virtual meetings.

**CONDUCT:** All members are expected to act with comity and professionalism at all times, to respect each other, and to support each other. At the discretion of the governing board, failure to do so will cause that individual being removed from the VWP regardless of their station or role within. We endorse a healthy debate.

**PUBLICATION:** The VWP will publish on a schedule warranted by participation. A production team will work with authors on submissions to the VWP journal. Any royalties received from the sale of journals will belong to VWP and are used to defray operating costs, e.g., ZOOM platform, web domain and tools useful in quality publication. All journals will be published in electronic format at no charge. The editors will promulgate standards on its web page.

**POLITICAL INVOLVEMENT:** The organization will not engage in political activities or endorsements. Authors may depict political situations/attitudes in their writing. Publication of the views of authors is not regarded as an endorsement of author views by the Virginia Writers Project.

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**ON DISSOLUTION:** Should the VWP not be able to sustain itself and call for dissolution, any funds remaining under the control of the organization will be donated to another 501(c)3. organization.(

**AMENDMENTS:** Proposed amendments will be submitted to the membership for its input and suggestions. The governing body will amend the bylaws as needed and submit them to the membership for approval.

The undersigned approve these bylaws.

John Nicolay  
Ray Griffin  
Ruth Buys  
Deidra Whitt Lovegren  
Diana Kincannon

July 20, 2023