

FREDERICKSBURG SPINNERS AND WEAVERS GUILD

The Fredericksburg Spinners and Weavers Guild was organized in 1982 and has approximately 60 members from the surrounding area. The purpose of the Guild is to provide an atmosphere and place where persons interested in weaving, spinning, knitting and other fiber arts may gather, share, and both teach and promote the knowledge and use of fiber arts in the Fredericksburg area.

Members of the Guild participate at various fairs, take part in demonstrations at local schools and are active in The Living Legacies exhibit sponsored by APVA in Fredericksburg.

Email: fswguild@gmail.com

Web Site: <http://fswguild.org/>

OFFICERS

President—Keren Pritchett

Vice-President—Lesley Reynolds and Mary Snellings

Special Events Coordinator —Lynette Reed

Secretary—Peg Waters

Treasurer—Anne Nourse

Newsletter Editor— Mary Hardy

Education & Outreach—Vacant

Librarian—Margaret Hermann

Workshops Coordinator—Anna Branner

Membership Coordinator—Judy Klehm

Publicity—Mary Snellings

Website – Lesley Reynolds

STUDIO

The Guild maintains a studio at Liberty Town Arts Workshop which is a resource for all members. The studio hours coincide with the hours of Liberty Town:

Monday, Friday and Saturday 10am-5pm

Tuesday, Wednesday, Thursday 10 am-8pm

Sunday noon-4pm

MEETINGS

Guild meetings are held on the first Saturday of each month at the studio in Liberty Town, with the exception of May and October. Members are asked to sign up to provide refreshments once a year. Show and tell is a part of each meeting and members are encouraged to bring their finished items to share. Any changes to the meeting schedule will be noted in the newsletter and posted to the guild's website, calendar and message board.

FIRST FRIDAY

Liberty Town Arts Workshop participates in the Fredericksburg First Friday Gallery Openings which occur on the first Friday of each month. Guild members are encouraged to be in the guild studio to work on their current spinning, weaving, or knitting projects during this time and discuss their work with visitors.

RESOURCES AVAILABLE TO ALL FSWG MEMBERS IN THE STUDIO

LIBRARY

Numerous books and magazines related to weaving, spinning, knitting and other fiber related subjects are available for reference and inspiration.

Book Check-out/Check-in Procedures

1. In each book, there is a pocket which contains a card listing the book/author.
2. Use this card to fill in your name and the check-out date.
3. Once the card is filled out, please put it in the card box on the top shelf of the right side of the bookcase. (The box is labeled.)
4. Books may be checked out for 30 days.

When the book is returned, please place it in the carton on the floor by the right side of the bookcase.

Magazines are also available in the studio and include Shuttle Spindle and Dyepot, Spin Off, and Handwoven. Current and back issues of the magazines are available in the magazine files located on the table and in the cabinet under the bookshelves. Except for current issues, magazines can be checked out for a **maximum of two weeks**. *If you are unable to return the magazines within this time, you are encouraged to browse the magazines in the studio, since these are subscriptions to share among the members.*

Magazine Check-out/Check-in Procedures:

1. There is a sign-out sheet on the right-hand top shelf near the holder for book check-out cards. Enter your name, date borrowed and the name and date (issue) of the magazine.
2. Enter date returned when you return the magazine and put the magazine in the book/magazine return carton on the floor.

YARN SAMPLES

Yarn samples from Halcyon, Webs, and the Mannings are kept on the library shelves. These may be useful to members to see before ordering fiber for a project. These samples should remain in the studio for the convenience of all members.

Yarn samples and a price list from Henry's Attic Yarns are located in a box stored in the built in cubbies in the studio. Henry's Attic is known for natural colored yarns in many textures and weights. Orders for Henry's Attic yarns are placed as a group periodically throughout the year. Announcements will be made at meetings, through guild's website, calendar and message board. and/or in the Newsletter when an order is being organized.

STUDIO EQUIPMENT

In addition to rental equipment, the Guild owns a variety of equipment for spinning and weaving for use in the studio. There are warping boards, a warping mill, bobbin winders, an umbrella swift, a Handy Andy Andean plying tool, a drum carder and a scale.

This equipment is shared among all members while working in the studio, so please keep it in a condition ready for the next member to use. Please do not leave your materials on the equipment unattended as others may be waiting to use it. Please make sure to clean the drum carder thoroughly after you use it to avoid having your fibers blend with those of the next user.

BULLETIN BOARDS

There are two bulletin boards in the studio to provide a means to share information and ideas. The bulletin board above the sofa is used to announce guild workshops and upcoming guild events. As space permits it may also be used to announce upcoming Liberty Town events and other fiber related events which would be of interest to members.

The second bulletin board is located on the side wall by the library shelves. This board may be used for all other forms of information. Please date any item you post so the information can be kept current.

CUBBIES

There are cubbies located along the back wall of the studio which contain a variety of materials for use by Guild members. This includes cones of various fiber, yarn, dye materials and many other items. These items are there for any member to use. Consumable items do not need to be replaced. All other items should be returned when you finish using them. There is a large cubbie labeled "Give-aways" used for items a member may no longer want or need and they choose to make available to members that might have a use for them. There is a second large cubbie which contains drop spindles available for demonstrations. You will find boxes for each member of the Guild Executive Committee, as well as members renting space in the studio. There is also a box with extra newsletters and membership forms available to give to anyone interested in learning more about the Guild and/or joining.

FSWG STUDIO/EMPORIUM SALES POLICY

- Must be a member of FSWG
- Apply to the Selection Committee with the following items:
 - Application form (forms at FSWG Studio or online at <http://sites.google.com/site/fswguild>)
 - One-time non-refundable application fee of \$10
 - A variety/quantity of items to be juried
- Items for sale must be original designs (no works from kits, or exact items from a published source)
- Items must be fiber related (i.e. handspun yarns, woven, knitted, crocheted, hand-dyed or beadwork items, fibers, baskets, lace, passementerie, fiber specific accessories, handcrafted tools of "the trade" ...)
- All items to be juried by Selection Committee**. Artist should contact one of the committee members listed below and arrange to drop their items in the studio for review. The committee reserves the right to reject or pull items that are not appropriate, beyond the initial acceptance of work. Once selected, if artist wants to sell items made in a different medium (i.e. weaving items already juried, now making knitted items) the new works need to be juried.
- All items on display must be individually labeled with:
 - Name
 - Description (to include details such as : hand-dyed yarns, hand-painted warps, handspun yarn, handmade beads, etc.)
 - Price
 - Care instructions, if needed
 - Inventory number
- All sales, with the exception of those between guild members, will be sold in the Emporium of Liberty Town with a 30% commission fee with sales finalized through the Liberty Town reception desk. A

member of the Selection Committee will "walk" through sales procedures for the Guild Studio/Emporium with a new artist.

- Emporium Notebook (black and kept on shelf in small store room) has pages to be filled with the person's name, a list of items for sale, the inventory number, price and item description. All items not for display on the scarf racks in the Emporium or in the Studio will be placed on the shelf marked in the storeroom (those items to be displayed on shelves or cubbies by LibertyTown employees).
- Artists are required to keep their inventory sheet in the inventory book up to date.
- Artists will be expected to swap out their work on a regular basis but should have an item on display no longer than 3 months. After a 3 month hiatus that item may be put back in for sale.
- A designated guild member will be responsible for large scale rearranging, display upkeep, and dissemination of information to gift shop participants.
- **Selection Committee:
 - Anne Nourse---knitter, weaver, FSWG Treasurer
 - Rita Brown---weaver, knitter, FSWG Guild Studio artist
 - Keren Pritchett---weaver, FSWG President

POLICIES FOR STUDIO SPACE RENTAL

- Individuals interested in renting studio space must be a member of FSWG.
- Application should be made to the Guild Treasurer for information pertaining to space availability and cost per month.
- Each person is responsible for moving equipment in, keeping area neat, and having an on-going project on their loom or wheel.
- Each person renting space is requested to be at the Studio during Liberty Town public hours on a regular basis.

FSWG INVENTORY OF EQUIPMENT FOR RENT

The following equipment is owned by the Guild and is available for rent. Some of the items are in the studio. Others, are stored in members' homes because of a lack of storage space in the studio. Members who wish to rent any of these items may contact the Treasurer to make arrangements.

Tablelooms: \$15 per month

- 8 harness – 1
- 4 harness - 2

Floor Looms: \$20 per month

- Baby Wolf (4) 1
- Dorset (4) 1

Rigid Heddle Loom: \$15 per month

Glimarka lap Tapestry Loom: \$10 per month

Inkle Looms: \$5 per month

Triangular Loom: \$10 per month

Ashford Spinning Wheel: \$15 per month

FSWG Message Board (Formally FSWG Chat)

More information to come.

Revised October, 2005

BY-LAWS FREDERICKSBURG SPINNERS AND WEAVERS GUILD

ARTICLE I

The name of the organization shall be the Fredericksburg Spinners and Weavers Guild; hereafter referred to as the Guild.

ARTICLE II

PURPOSE

Section 1

The purpose of the Guild is to provide an atmosphere and a place where persons interested in weaving and spinning may gather, learn, share, and both teach and promote the knowledge and use of fiber arts in the community.

Section 2

The Guild shall maintain a Studio for this purpose where members may meet, work, offer workshops, teach and/or sell fibers items according to policies decided by a committee of the Guild.

ARTICLE III

MEMBERSHIP

Any person interested in the fiber arts may become a member by paying annual dues. Guild dues will be set by the Executive Board and approved by the membership.

ARTICLE IV

OFFICERS

Section 1

The elected officers are:

- President – Officiates at Guild and Executive Board Meetings
- Vice-President – Presides at Guild meetings when the President is absent. The Vice-President will also be in charge of programs for the Guild.
- Secretary – Keeps records of all meetings of the Guild; handles correspondence as requested; and maintains a current membership list.
- Treasurer – Receives and disburses Guild monies. Keeps a record of income and expense, and reports to the membership at the regular meetings.
- Newsletter Editor -Gathers information to include the procurement of samples, assembles, and mails the newsletter.

Section 2

The Officers will be elected for two year terms, with no limit put on re-election. The President and Secretary will be elected on alternating years with the Vice-President and Treasurer. Committee Chair, except for the Program Chair, are appointed by the President. Vacancies in the elected offices that occur after the year has started are filled by the Executive Board recommendations approved by the membership.

Section 3

The Executive Board is composed of President, Vice-President, Secretary, Treasurer, Newsletter Editor. Committee chairs may be included. The Director of LibertyTown Arts Workshop is ex-officio.

ARTICLE V *COMMITTEES*

Committees and their Chairs may be appointed as needed.

ARTICLE VI *ELECTIONS*

A Nominating Committee will be appointed by the President. Elections will be held at the November meeting. The terms of office will run from January 1 through December 31.

ARTICLE VII *MEETINGS*

The Guild normally meets the first Saturday of the month at the Guild Studio. Any exceptions to date of location will be noted in the newsletter.

ARTICLE VIII *AMENDMENTS*

These By-Laws can be amended or revised at any regular or called meeting of the Guild by a two-thirds vote of those present; provided that the amendments or revisions have been submitted in writing to each member at least two weeks in advance of the meeting.