



QUEENSLAND WILDLIFE  
ARTISTS SOCIETY  
INCORPORATED

INSPIRED BY NATURE

## MEMBER BY-LAWS

### **Purpose.**

This document is an addendum to the QWASI Model Rules V2\_31/03/2019 of The Queensland Wildlife Artist Society Inc.

Policy name/number: By-Laws\_V1 Version 1 Drafted by Committee. Approved on 31/03/2019

Responsible person Secretary Scheduled review date 31/03/2021

Reviewed on 28/03/2021 AGM, no amendments

Reviewed July 2021 – amendment of documents held by Secretary.

Reviewed at AGM March 2023 – Version 3

Reviewed at General meeting July 2023 for Digital and AI generated art clause – Version 4

Reviewed at General Meeting March 2024 – Version 5

### **AIMS/ OBJECTS:**

1. To pursue excellence in Wildlife Art (being both flora and fauna).
2. To embrace both classical and innovative approaches to Wildlife Art.
3. To encourage membership to engage with their subject matter and the environment in order to represent the animals form, colour and behaviour accurately.
4. To engage the general public and to educate them through art, on the importance of preserving our unique natural heritage.
5. To assist young and emerging artists to achieve their potential with access to workshops, talks and demonstrations in Wildlife Art by leading artists.
6. To organize environmentally themed exhibitions to support conservation and to increase awareness of species and habitat, covering a wide spectrum of flora and fauna from Australia and around the world.
7. To generate career support, professional development opportunities and to facilitate art sales and commissions for artist members.
8. To liaise with other relevant organizations with like interests.

### **MEMBERSHIP FEES**

Fee Structure for full financial year, 1st January – 31<sup>st</sup> of December, half year prices also apply.

Ordinary member \$60 (half year 1<sup>st</sup> July – 31<sup>st</sup> December - \$30)

Friend Membership \$30 (half year 1<sup>st</sup> July – 31<sup>st</sup> December - \$15)

Youth Membership (Under 18 Years) \$25 (half year 1<sup>st</sup> July – 31<sup>st</sup> December - \$12.50)

Life member \$0 Limited to 12 members at any one time.

It is expected for all exhibiting QWASI members to be volunteer their time for running the Society and Exhibitions. Many roles within QWASI are not very time consuming and can be done remotely with basic computer skills.

## **COMMITTEE ROLES:**

### **EXECUTIVE COMMITTEE**

President  
Vice President – 1-2 positions  
Secretary  
Treasurer

### **OTHER COMMITTEE ROLES:**

Under the rules of the association sub committees may be formed under the following team leaders and are as follows:

- Exhibition Coordinator – responsible for coordinating exhibitions, displays
  - Sub committees maybe formed.
- Newsletter Editor – responsible for 3 newsletters per year
- Web Master – responsible for updating website information
- Social Media Coordinator– responsible for keeping the QWASI Facebook and Instagram pages engaging and active
- Graphic Designer – responsible for designing flyers for exhibitions and advertising
- Events Officer – to organise events, workshops, guest speakers and demonstrations
- Safety Officer – to keep and update the first aid kit as required. To follow up on any incident/accident as required. To form part of the executive committee’s role, as directed by the President.

Catering Coordinator – responsible for coordinating catering at events

Exhibition Volunteer Roster Coordinator – to organise volunteer rosters for exhibitions hosted by QWASI

QWASI exhibition gear Storage Coordinator- Brisbane Based

Exhibition Receiving Officer – Brisbane based. Sends and receives artworks from interstate and regional members for exhibition.

General Committee members (4) – to help with various roles as requested by other committee members and to attend meetings.

All Committee members, as above, will be offered the following incentives, dependant on individual Exhibition rules, as some Galleries may have limited space. (Details will be in each Exhibition's Conditions of entry form):

- All Committee members are allowed double the number of entries at our Exhibitions.
- The work can be older work than stipulated in the conditions of entry form, (which is generally three years), but they have not been exhibited at that same venue in the previous two years
- Those extra allowed entries will be entry fee free.
- Older works need to be of the same presentation standard, in good condition and representative of the artist's current style and ability.
- This applies to all current and active committee members at the time of Exhibition forms going out, generally 6 weeks before an Exhibition. Sometimes people say they will do a role, but then they don't actually contribute when asked, so this is only to reward those who actually actively participate, fulfil their roles and attend most meetings.
- All or some of the extra entries can be NFS (not for sale) if the individual venue allows this.
- There are many current members who hold multiple committee positions, but the allocation of extra entries is only double per person rather than per role.

#### **COPYRIGHT & THE IMPORTANCE OF PHOTOGRAPHIC REFERENCE MATERIAL**

- a) Absolutely no breach of copyright law is permitted.
- b) The use of photographic reference material is allowed provided the photograph is a UNIQUE photo taken by the artist, a friend, or a family member.
- c) If the photograph is purchased from a photographer, **'sole use' permission must be granted** in writing, from the photographer.
- d) If your reference photos are from another person's photograph (with no breach of copyright in the production of the work) please acknowledge the photographers name on the label at the back of the artwork.
- e) Published photographers' photos (those you have not gained permissions for use from) must not be used to produce an artwork. The only exception is where they are used as a reference only. I.e., if you need to see a certain detail of a bird or animal more clearly. (Therefore, there is no breach of copyright).

#### **EXHIBITING WITH QWASI**

The following additions to the By-Laws are taken from the QWASI Registration Form and Conditions of Entry Forms and can be updated as appropriate.

#### **ELIGIBILITY TO EXHIBIT**

1. Exhibiting artists will be asked to sign a declaration to the effect that:
  - a. They are the sole creator of the work submitted and that it is not copied, in whole or in part or in reverse, from any other person's work or material exhibited or published in any format.
  - b. Their entry/entries and any other works or material submitted are their property and do not infringe any third-party rights.

- c. At any time if requested by QWASI, they shall provide such documents and acts as may be reasonably required to perfect the rights granted to it by these conditions.
  - d. Insurance of artwork is the artist's responsibility and that QWASI does not provide insurance for exhibited work.
  - e. By entering an exhibition, the artist agrees to indemnify and hold QWASI and its respected officers, harmless from any liability or damages of any kind, including legal fees and costs, resulting from any claim of infringement or other proprietary right of any person or entity.
  - f. Decisions of the QWASI committee and person's officially representing QWASI committee are final.
  - g. The artist understands that the QWASI committee will not enter any discussion or correspondence on the matter.
2. Exhibiting artists, when required, will be asked to complete an ABN/GST declaration or hobbyist 'Statement by Supplier' form.
  3. Exhibitions are open to financial members and invited artists.
  4. Entries should be the original work of the artist and must not be copied directly or in reverse image, either in whole or part, from any other person's work or material including photographs.
  5. QWASI accepts all original artwork created using only traditional methods and mediums. No photography, digital art or AI-generated images will be accepted.
  6. In general, Art work must have been completed in the last 3 years and not been exhibited at the same venue in the last three years. At times Exhibitions will be expanded beyond this rule and the Conditions of entry form will indicate this. The exceptions are for Committee members as above under Committee roles. All original work must be for sale; junior members may mark their work not for sale. (NFS)
  7. The Committee reserves the right to not exhibit any work deemed unsuitable due to subject, style, framing, or copyright infringement.
  8. Hanging will be at the discretion of the QWASI hanging Committee or the host gallery if applicable.

#### **LIABILITY**

9. The society will exercise all reasonable care in handling artwork and merchandise submitted but accepts no responsibility for loss or damage to work while in their care.
10. Insurance of artwork is the responsibility of the artist.
11. The artist assumes all responsibility for the artwork once sold, if there is buyer discontent the society will not be involved.
12. The society accepts no responsibility for incorrect names in the catalogue or name plates.

#### **ENTRY FEES AND COMMISSION**

13. Entry Fees for artwork and merchandise will be advised in the entry forms sent to artists prior to each exhibition.
14. Entry fees are non-refundable and payable with the entry form.
15. A commission of 25% is normally retained by QWASI.

## **AWARDS**

16. A Peoples' Choice Award will be presented at the end of some exhibitions. The member with the artwork with the most votes will have their work featured on the next exhibitions advertising material.
17. Annual Awards are generally presented at our **Annual Exhibition** held at the Brisbane Botanic Gardens, Mt Coot-tha. This is at the discretion of the Committee of the day.

## **GENERAL**

18. Any member found openly criticizing members work to other members and/or the buying public will be cautioned. If they persist, they will be asked to leave the membership.
19. The subject matter for a themed exhibition will be notified prior to any exhibition.
20. The committee reserves the right to photograph works for publicity and for advertising purposes.

## **ARTWORK REQUIREMENTS**

21. Subject matter must be easily recognizable as representative of the animal or plant species. The artistic approach can be traditional or innovative.
22. Exhibits must not contain any natural animal objects such as feathers, fur, plant life, skin etc.
23. Framed work must be professionally framed, with appropriate cord/wire and D rings ready for hanging. Artwork not framed to an appropriate standard will be excluded from the exhibit.
24. Artwork labels are provided prior to each exhibition and must be attached to the rear of the artwork.
25. Wide edge canvases do not require framing. It is preferable that narrow edged canvases are framed with a floating frame to prevent warping.
26. Size restrictions for artwork will be notified via exhibition entry forms.
27. Unframed work, if allowed, can be displayed either; shrink wrapped or securely wrapped in cellophane.
28. 3D exhibits may be of any medium (note clause 24.) the artwork must be stable and consider public safety and OH&S issues.
29. 3D exhibitors must supply their own plinths (in good condition) for their artwork or it may be placed on tables instead.

## **MERCHANDISE**

30. All merchandise must be clearly marked with price with the artist's initials and item code on a **removable sticker** /label attached to the item.
31. Items without price labels will be excluded from sale.

## **ARTIST PROFILE DISPLAY BOOK**

32. QWASI maintains an Artist Profile book. All artists are invited to supply or update their Artist's Profile for inclusion in the Artists Profile book. Please email your CV with 2 – 3 images to the secretary before the annual exhibition.

**Additional QWASI Documents held by the QWASI Secretary.**

**Updated March 2024, as needed.**

1. Insurance Documents – Ansvar Insurance Limited – Policy # NFPIB/266517- 1/07/2023 – 1/07/2024– Google Docs – **Renewal 01/07/2024**
2. Model Rules - PDF file name '**2024\_QWASI\_Model Rules\_V8**
3. By-Laws – '**2024- V5 QWASI By-Laws'**
4. Membership – Application form now only on QWASI Website as questions need to be answered first
5. Welcome Letter **2024\_QWASI Welcome Letter – V4**
6. Incident/Accident Form - **V1\_07/2018** (No Changes)
7. Exhibition documents
  - a. Conditions of Entry Form & Registration Form (now combined as one document)
  - b. Entry Forms & Labels – Paintings, 3D & Merchandise, Artwork Labels (now one document)
  - c. Copyright for Visual Artists
  - d. Copyright Labels
  - e. Purchasing Agreement Re-Copyright (for sales desk to capture sales information)
  - f. Volunteer Assistance Form
  - g. Various Posters
  - h. People's Choice Award flyers

<b>Inventory of items held by QWASI</b>	
<b>Large Container</b> (Barry Ingham) Tea / coffee / sugar / Mugs Biscuit jars x 2 Sugar pots x 2 Milk Jugs x 4	3x Boxes of glasses – 24 in each box (Barry Ingham)

Spoon Jug x 1 Teaspoons x 10 Tooth picks, Napkins Alfoil, Black garbage bags Round Tablecloths x 4 Tea towels x 2	
<b>Tablecloths</b> (Barry Ingham) 10 x Stretch Fitted 5 x Black stretched fitted	<b>Secretary Filing Storage Box</b> (Secretary) Old Newsletters Files past & present Common Seal
<b>Card Stands</b> (Barry Ingham) 1 Card Stand 1 Black metal print stand	<b>Laptop</b> (Treasurer) 1 x Old Mac Laptop – no longer in use 1 x Mac Laptop / Case purchased 2022 1 x Apple iPad
<b>Banners</b> (Barry Ingham) 1 x small banner 1 x larger banner 1 x roll up stand 1 x A frame (refurbished 2022)	<b>Admin Box</b> (Treasurer) Receipt books, Various Stationary items for exhibition's, exhibition signage. One Cash tin, Perspex donation box, Perspex Peoples' choice ballot box Artists Profile Books X 2 With artist's profile
<b>Square Payment System</b> + charger etc. (Treasurer)	<b>Mobile</b> (Treasurer) 1 x Samsung Mobile purchased 2022
<b>QWASI Name Badges</b> President Vice President Treasurer Secretary	<b>Art products for demonstrations</b> (Broccoli Box) (Barry Ingham)
<b>First Aid Kit</b> – held by: Barry Ingham and Esther Horton(Small one)	<b>Charging Leads</b> (Treasurer) Various to suit all devices

**Authorization**  
**President: Esther Horton**  
**Date: 24/3/24**  
**Version 5- 2024**