

# VIRGINIA CONSERVATION ASSOCIATION



November 2020 | Volume 30 | Issue 2

The Virginia Conservation Association (VCA) promotes the care and preservation of cultural materials. The VCA offers education and training for those involved in conservation and provides a forum for discussion of pertinent issues and new developments in the field.

The VCA is open to anyone with an interest in the care and preservation of art and historic artifacts.

[virginiaconservationassociation.org](http://virginiaconservationassociation.org)

**Next Virtual Member's  
Meeting**

**Thursday, November 19  
6:30pm**

**Submission Deadline for  
the January Newsletter**

**December 16, 2020**

## Letter from the President

I recently had the experience of being a member of the AIC's Contested Monuments Working Group, and while I cannot claim that it was an enjoyable experience, I can definitely say that I learned a lot. I didn't necessarily learn much more than I already knew about racism and monuments, but I learned a lot about the process of writing a document that will express a stance for an entire organization.



*Kate Ridgway, VCA President*

The group of people were chosen because they represented the wide variety of opinions, experiences, and specialties in the AIC. While this variety of viewpoints could make the process frustrating, the discussion was thoughtful and respectful. While the group did not agree on everything that ended up being said in the document, hopefully the statement reflects the ideals of the AIC.

This document will be released to the AIC membership in the near future. When I thought about these kinds of documents being released in the past and the reactions to them on the various discussion groups, I realized that I felt more strongly than ever that civil discussion is key. The Board who approves the document are real people and the group who wrote the document are real people. It is not a fun process and it requires a lot of hard work, time, and difficult conversations. Reading unkind responses to these documents is not only unhelpful, but it is painful to the people who worked so hard to write them.

All that being said, I am the first to champion discussion and even disagreement, as long as it is constructive. I will also be sending my thanks to those who write these documents in the future since I now know how difficult and time consuming it can be. I also encourage everyone to be a part of this kind of process if they can because it is a unique way to view issues and helping to form the opinions of an organization from the inside is one of the most fundamental ways you can help to improve it. Until next newsletter, I will relinquish my spot on the soapbox. Stay safe and well!

# Upcoming VCA Meeting November 19, 2020

This November's virtual meeting will be on Thursday, November 19th at 6:30pm on Zoom. After the business meeting, we will be hearing some conservation tips from our fellow VCA members! Similar to AIC Tips Sessions or STASHc Flash Presentations, presenters will share treatment tips, creative solutions for storage, economical solutions, and more. The VCA will send a meeting link to all members via email in advance of the meeting date. Before the meeting, visit Zoom.us, create a free account, and install the app. On the day of the meeting simply click on the link in the email to join!

## **VCA Member's Meeting**

Date: **Thursday, November 19**

Time: **6:30pm**

Look for an email with a  
Zoom link to attend!



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## VCA Meeting Summary September 17, 2020

*Laurie King*

As has become the norm these days, September's meeting was held virtually on zoom on the 17th at 6:00pm, with good attendance. The members meeting was held first, with discussions of the upcoming Helping Hands event and the VCA virtual Happy Hour. The lecture was given by Gretchen Guidess, Conservator of Textiles at the Colonial Williamsburg Foundation. The presentation "Collaborative Reconstruction: Exhibiting a Loose Cover for an Easy Chair" discussed her collaborative project with Lerory Graves, Senior Conservator of Upholstery. The conservation project involved the display of an 1820s loose cover for an easy chair. The talk discussed the meticulous steps taken by Guidess and Graves to examine the production of the cover, and to safely support the piece for preservation and display. The cover was displayed at the DeWitt Wallace Decorative Arts Museum for the exhibit *Printed Fashions: Textiles for Clothing and Home*.



1820's easy chair cover displayed over a custom mount

*Image: The Colonial Williamsburg Foundation*

# VCA By-Law Revisions

*Tina Gessler*

In the (teeny tiny) category of good things that have happened as a result of the pandemic, the VCA's Board of Directors has realized that the Board's bi-monthly meetings are much easier for everyone to attend when the meetings are held on a virtual platform. The wide geographic region inhabited by VCA's membership has always posed somewhat of a challenge when it comes to choosing the best location for in-person meetings. The limitations imposed by the pandemic and availability of virtual meeting platforms have actually made it easier to attend, though we all look forward to ditching Zoom as much as possible as soon as possible! But for now, most of the work and activities of the VCA will be virtual by necessity. In order to do this and remain in compliance with the VCA's By-laws, the By-laws needed to be updated to allow for virtual meetings and voting, along with a few other changes such as using non-gendered pronouns throughout the document. The 2020 By-laws revision was voted in by a majority of membership in September and has been added to the VCA's website at [www.virginiaconservationassociation.org](http://www.virginiaconservationassociation.org). The full text is also included in this newsletter.

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## Helping Hands Event at Historic Evergreen Cemetery

*Chelsea Blake*

Thank you to everyone that came out for Helping Hands! Despite a very wet morning, we had a great day helping at Historic Evergreen Cemetery. Our group was cleaning headstones in a prominent area of the cemetery and were so efficient that we had to move on to a second area! We not only cleaned dirt and biological material from headstones, but also were able to help recommend graffiti removal strategies.



For those of you who couldn't make it and would still love to help, they have a remote volunteer program designed to aid in research and identification for the names found on the headstones (more information can be found at [www.enrichmond.org](http://www.enrichmond.org))! Volunteers wanting to help on-site are also welcome to sign up individually on [www.handsonrva.org/](http://www.handsonrva.org/)!

We are hoping to organize another Helping Hands event in spring 2021, so stay tuned!

To learn more about Historic Evergreen Cemetery visit: <https://enrichmond.org/evergreen-cemetery/>

# ECPN Regional Liaison Update

*Nhat Nguyen and Caroline Shaver*

The Williamsburg, South Carolina and Atlanta ECPN groups will be co-hosting a virtual portfolio night to help pre-programmers prepare for their upcoming graduate school applications. The event will be held on November 6th at 7:00 PM via Zoom.

Current students and recent graduates from Winterthur/University of Delaware, SUNY Buffalo State, and the UCLA/Getty graduate programs will give short presentations to share their graduate portfolios and discuss their interview and graduate school experiences. Attendees will have the opportunity to ask presenters about graduate school and the application process.

If you are interested in joining us for this event, please email [williamsburg.ecpn.liaison@gmail.com](mailto:williamsburg.ecpn.liaison@gmail.com) for the Zoom link. If you cannot attend but have questions for our presenters, please send an email to the address above.

## Visit these websites to learn more about ECPN!

<https://www.culturalheritage.org/membership/groups-and-networks/emerging-conservation-professionals-network>

<https://www.facebook.com/groups/419707523031/>

## **ECPN Virtual Portfolio Night**

**Date: Friday, November 6**

**Time: 7:00 pm**



Send an email to

[williamsburg.ecpn.liaison@gmail.com](mailto:williamsburg.ecpn.liaison@gmail.com)

to RSVP for this event!

The Williamsburg ECPN held their first 'book club' meeting this past September and had great success. From that meeting, a Google Group was created for members to post their suggestions of materials for future meetings. Please send an email if you are interested in joining the Google Groups and we hope to see you at the next meeting in December!

# Opportunities and Resources

## IIC Edinburgh Congress 2020

The International Institute for Conservation (IIC) is going virtual with its 2020 Congress titled *Current Practices and Challenges in Built Heritage Conservation*. The Congress will take place November 2-6 and is free for members to attend. All papers and posters have been published online in advance with *Studies in Conservation*. The program also includes live 'hub' events that will provide networking opportunities and virtual tours from sites around Scotland.

Visit <https://www.iiconservation.org/congress/> to learn more and register!

## #AskAConservator Day

AIC's second annual Ask a Conservator day will take place on **November 18<sup>th</sup>, 2020**. The event is held in remembrance of the flooding of Florence in 1966, which caused damage to priceless cultural heritage but resulted in a collaborative and international response from the conservation community. In the spirit of that exchange of knowledge, the conservation community is encouraged to use the hashtag #AskAConservator on social media platforms to give an overview of what conservation is and the range of activities it encompasses.

Visit <https://www.culturalheritage.org/about-conservation/what-is-conservation/conservation-in-social-media/ask-a-conservator-day> to learn more about this initiative and how to participate!

## Art Conservation Graduate Programs

The deadlines to apply for the North American art conservation graduate programs are approaching. Visit <https://www.culturalheritage.org/about-conservation/become-a-conservator/graduate> to learn more about the programs, virtual open house events, and application requirements.

## The VCA Student Scholarship

The VCA offers a scholarship to our student members to assist with costs associated with furthering education in the field. Two annual scholarships of \$250 each are available to be used towards fees for classes, conferences, or other professional development opportunities. Applications are accepted throughout the year and will be evaluated by the VCA Board during the December and April meetings. Successful applicants will be notified within one week of the Board meeting, and presented with a check within the following 30 days. Recipients will be required write a VCA newsletter article summarizing their experience.

Applications must include a one-page proposal for use of funds that specifies how the scholarship will assist in the pursuit of a career in conservation or a directly related field. To apply, email our Education Committee Co-Chairs or mail paper applications to the VCA, P.O. Box 7023, Richmond, VA 23221

## Statement on Contested Commemorative and Confederate Monuments

The position statement from the American Institute for Conservation was recently revised by the and replaces the 2017 statement. The full document may be found on the AIC Governance page: <https://www.culturalheritage.org/about-us/association/governance>

## Courses, Lectures and Workshops

A list of courses on topics related to cultural heritage preservation and upcoming lectures and workshops is regularly updated here: <https://www.culturalheritage.org/resources/career/events-from-allied-organizations>

# VCA OCTOBER BOARD MEETING MINUTES

Virtual Board Meeting - October 14, 2020

## ATTENDEES

Kate Ridgway, Tina Gessler, Keri Ragland, Elizabeth Robson, Chelsea Blake, Laurie King, Caroline Shaver, Jackie Peterson-Grace, Christy Altland

Call to Order: President Kate Ridgway called the meeting to order at 6:09pm

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## PRESIDENT'S REPORT (KATE RIDGWAY)

Kate announced a potential opportunity to partner with the VFMA for an IMLS grant, the board were interested in this opportunity. The VCA would provide conservation-related lectures and resources for virtual programming. It was suggested that the Education Committee spearhead this project. Kate brought up the possibility of recording member meetings and posting them on the VCA's Facebook page and website. Options were discussed including only recording the presentation part of the meeting, asking for consent from viewers/speakers, adding text at to encourage membership, and/or adding closed captioning. Laurie will investigate options. Kate also suggested forgoing the December - board meeting, the board agreed and will send a report in place of the regular meeting.

## TREASURER'S REPORT (KERI RAGLAND)

Keri reported the budget as it stands for this year, everything is on track. Outreach went a little over budget for the Helping Hands event, but it is not problematic. Membership is lower than normal, meaning there will not be as many funds from that source. The organization is spending a little more than it expects to make due to extra fees for the Zoom membership and website hosting. If no one applies for the scholarship, additional funds may be available. The board will need to discuss how to reallocate money at the next board meeting; the rest of the fiscal year (2020-2021) will likely be virtual, and this may change spending. Keri suggested considering supporting the IMLS grant, Kate will inquire about this.

## VICE PRESIDENT'S REPORT (TINA GESSLER)

Tina reported that the updated bylaws passed and have been posted on the website.

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## COMMITTEE REPORTS

### Programs Committee (Laurie King and Caroline Shaver)

The committee reported on upcoming events (October virtual happy hour and trivia) and that the November meeting will be a "tips session" style meeting. Several presenters signed up and each will present a tip with a brief PowerPoint. Elizabeth brought up concerns with "Zoom bombings" and the programs committee will investigate options to ensure meetings are secure.

### Education Committee (Ariel Clark, Stacey Rush)

No committee members were present to report.

### Membership Committee (Elizabeth Robson)

Elizabeth reported that about 50 people have applied for membership, membership is lower than usual.

### Publications Committee (Jackie Peterson-Grace)

Jackie reported on the newsletter deadline and requested resources be sent to her. Posting content to the VCA Facebook page was discussed, the board needs to decide who will be in charge of posting. Laurie is admin for now, it was suggested to announce this in the newsletter so members can send in content to post.

### Outreach Committee (Chelsea Blake)

Chelsea reported that the Helping Hands event was a big success and suggested the possibility of hosting another session in the spring (cleaning headstones for cemetery).

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Meeting adjourned by President Kate Ridgway at 6:50pm



## 2020 – 2021 BOARD MEMBERS

|  |                       |
|--|-----------------------|
| Kate Ridgway<br>president.vaconservation@gmail.com                 | President             |
| Tina Gessler<br>vp.vaconservation@gmail.com                        | Vice President        |
| Christy Atland<br>secretary.vaconservation@gmail.com               | Secretary             |
| Keri Ragland Spangler<br>treasurer.vaconservation@gmail.com        | Treasurer             |
| Stacy Rusch<br>education.vaconservation@gmail.com                  | Education Co-Chair    |
| Ariel Clark<br>education.vaconservation@gmail.com                  | Education Co-Chair    |
| Elizabeth Robson<br>membership@virginiaconservationassociation.org | Membership Chair      |
| Chelsea Blake<br>outreach.vaconservation@gmail.com                 | Outreach Chair        |
| Laurie King<br>programs.vaconservation@gmail.com                   | Programs Co-Chair     |
| Caroline Shaver<br>programs.vaconservation@gmail.com               | Programs Co-Chair     |
| Jackie Peterson-Grace<br>publications.vaconservation@gmail.com     | Publications Chair    |
| Lorraine Brevig<br>webmanager.vaconservation@gmail.com             | Web Management        |
| Vacant   | Refreshments Co-Chair |
| Vacant   | Refreshments Co-Chair |

### VCA Student Scholarship

VCA offers two annual scholarships of \$250 each to be used for furthering education in the field. Use of funds may include conference or class fees or other professional-development expenses. Applicants must be VCA student members to apply. Applications are accepted throughout the year and will be evaluated during the April and December Board meetings.

To apply, submit a one-page proposal for use of funds that specifies how the scholarship will assist in the pursuit of a career in conservation or a directly related field. To apply, email our Education Committee Co-Chairs or mail paper applications to the VCA, P.O. Box 7023, Richmond, VA 23221

### Contact Us

#### Virginia Conservation Association

P.O. Box 7032  
Richmond, VA 23221

[www.virginiaconservationassociation.org](http://www.virginiaconservationassociation.org)  
[www.facebook.com/VaConservation/](https://www.facebook.com/VaConservation/)

### Contribute to the Newsletter!

Are you working on an interesting or challenging treatment? Have you made exciting research discoveries, come across valuable resources, or attended an inspiring professional development event? We want to hear from you!

Our all-volunteer publishing team regularly calls for content and any VCA member is welcome to contribute. If you are interested in writing for the newsletter but would like some advice and guidance, please get in touch with our Publications Chair to discuss your ideas.

The deadline for the January Newsletter is **December 16**

# **BYLAWS OF THE VIRGINIA CONSERVATION ASSOCIATION**

## **VCA BYLAWS**

### **ARTICLE I**

#### Section A. Name

The name of the corporation shall be the Virginia Conservation Association (hereinafter the VCA).

#### Section B. Principal Office

The principal office with its administrative and records functions shall be located in the Commonwealth of Virginia, at such place as the Board of Directors (hereinafter the BD) shall designate.

#### Section C. Fiscal Year

The fiscal year of the VCA shall be from August 1 through July 31 of the following year.

### **ARTICLE II**

#### Section A. Purposes and Objectives

1. The VCA shall be organized as an association of conservators and interested persons working in museums, galleries, archives, libraries, artistic or historic institutions, universities, or in private practice, or professing an interest in the conservation and preservation field.

2. The VCA will be organized and operate exclusively for educational, scientific, literary, or charitable purposes so as to qualify it for tax-exempt status under Section 501 C3 of the Internal Revenue Code of 1954. The VCA shall only conduct activities which are permitted to be conducted by a corporation exempt from federal income tax pursuant to Section 501(a) of the Internal Revenue Code as an organization described in section 509(a)(1),(2), or (3) of the Code (as the case may be), and /or by a corporation, contributions to which are deductible under sections 170 (c)(2), 205(a)(2) or 2522 (a) (2) of the Code.



3. By means of regularly scheduled meetings and special programming the VCA will provide a presentation on matters of concern to conservators. The VCA will foster professional contacts and relations among its members.

4. The VCA shall publish a newsletter to include VCA news for the membership, information on upcoming meetings, programs, and events, notes or summaries of previous meetings, and information on conservation, research, and technical matters relevant to the membership. As possible, the newsletter will be sent to membership the first week of September, November, January, March, and May.

5. To promote the on-going training of conservators and practitioners in the conservation field.

6. To disseminate information on conservation and related concerns to interested colleagues, museum professionals in allied fields, and to the general public.

7. To compile and keep current lists of persons in the Commonwealth or elsewhere who may be interested in membership of the VCA, or who may wish to support its purposes and objectives immaterial or other ways.

8. Promote official contacts with the American Institute of Conservation of Historic and Artistic Works (AIC), other regional conservation associations in North America, and at the international level.

#### Section A. Membership

### **ARTICLE III**

1. All persons who support the objectives of the VCA and are directly or indirectly in the conservation field are eligible for membership.

2. Membership will also be open to non-Virginia residents.

3. There shall be two classes of membership with each having equal voting power. (1) non-student members and (2) student members.

4. The BD will determine whether, as a result of unprofessional activities which are contrary to the purposes and objectives of the VCA, membership should be discontinued.

5. Guests attending meetings and symposia may be required to pay an attendance fee as determined by the BD.

#### Section B. Finances

1. The finances for the VCA shall be derived from dues and guest fees, donations, grants, and other sources, and shall be deposited by the Treasurer in a bank account in the name of the VCA. Such deposits will be the basis for the budget of the VCA.

2. The budget, as proposed by the BD, will be presented by the Treasurer in May for ratification by majority vote of the membership.

3. Expenditures from the bank account shall require the signature of the Treasurer and/or the President of the VCA. The Treasurer shall retain and keep up-to-date financial records during the term of office.

4. The bank account, in accordance with budgetary allotments, will pay for meeting costs, e.g., virtual meeting platform fees, refreshments, website maintenance, telephone calls and other related expenses. Honoraria may be paid to guest speakers subject to decision by the BD.

#### Section C. Auditing Finances

1. The financial accounts of the VCA shall be submitted to a certified public accountant if the gross receipts exceed \$20,000.00 or on an as needed basis which will be determined by the Board of Directors (BD). The accountant will prepare, if applicable, the necessary documentation to the state and federal tax offices.

2. The Treasurer will present the Financial Statement for the fiscal year to membership in May.

#### Section D. Annual Dues (See also Article III – Membership)

1. The annual membership dues shall be proposed by the BD and ratified by a majority vote of the membership.

2. The assessed dues shall be payable by the first meeting in September of each fiscal year. A five-dollar late fee may be assessed after that date for renewing members.

3. The timely payment of dues by a member or institute constitutes membership in good standing.

4. All members shall be current in their payment of annual or special assessment of dues. Default in payment after 60 days may result in dismissal from membership.

5. New or returning members who join the VCA between April 1 and July 1 will be given membership that will expire at the first meeting in September of the following year.

## **ARTICLE IV**

### Section A. Meetings and Notification

1. As possible, membership meetings will take place bi-monthly in September, November, January, March, and May during the third week of the month. Meetings of the Board of Directors will take place, as possible, in August, October, December, February, and April. Meetings may be virtual. Virtual meetings are preferable for the Board of Directors meetings to limit the need for travel and increase attendance.

2. Special meetings, symposia, or seminars may also be held at less frequent intervals.

3. Every effort will be made to announce meetings, whether of a regular or special nature, three weeks in advance together with relevant program, agendas, or voting materials.

4. A portion of each regular meeting will be devoted to VCA business matters, if needed.

5. In May, there will be the election of officers to the BD. At this time, reports of the officers will be presented as well as those of the chairpersons of the standing committees.

## **ARTICLE V**

### Section A. Board of Directors – Composition

1. The business and program activities of the VCA shall be managed by its elected officers constituting the Board of Directors (BD). The BD shall exercise all the powers of the VCA and perform all business in a lawful and professional manner. The BD shall consist of a President, a Vice President, Secretary, Treasurer, and Chairpersons of Standing

Committees, i.e., Web Manager, Membership, Programs, Education, Outreach, and Refreshments.

2. The duties of the officers of the BD will be to assist and advise the President in administering the business and programs of the VCA.
3. No more than five members of the BD shall be from a single institution.
4. To the extent possible the BD officers should reflect the diversity of the conservation field disciplines and achieve a balance between institutional and private practitioners.

#### Section B. Board of Directors – Term of Office and Duties

1. President – two years for first term; two years for subsequent terms; remains advisor for one year after completion of term(s). The incumbent is responsible for overseeing and directing the business and program affairs of the VCA This person will delegate responsibilities to the officers, standing committee chairpersons, and appoint new committees. Additionally, the President will have the authority to convene an Ad Hoc Disaster Response Team as needed by a state of emergency. The President will be the contact for the Disaster Response Team, and the team will act as liaison between VCA members and museums, institutions, and collectors to provide information and/or assistance in case of emergency.
2. Vice President – two years for the first term; two years subsequent terms. Responsible for assisting the President, presiding in their absence in the chairing of meetings and the conducting of the business of the VCA This person will work closely with the Program Committee Chairpersons on the organization of the programmatic content of scheduled meetings. This person will also be responsible for collecting and delivering official VCA materials once a year to the Virginia Museum of History and Culture. Additionally, this person will be responsible for preparing the interim format of the by-laws and any final form as approved by the membership. This person will study legal and financial matters impacting the by-laws and provide reports for consideration. Also See Section VI. Section A-Nominating Committee.
3. Secretary – one year for first term; two years subsequent terms. The incumbent of this position will take minutes of meetings including those of the BD, retain records and files pertaining to all the communication activities of the VCA This person will prepare and send out meeting notices and informational materials not included in the newsletter.

4. Treasurer – two years for first term; two years subsequent terms. The Treasurer will be responsible for sending out dues notices to the membership and to deposit such monies in a bank account in the name of the VCA. Other monies received as donations, or fees for special services will likewise be deposited. Expenses authorized by the President and BD will be paid out of this account. Checks will require the signature of either the Treasurer or the President. The Treasurer will prepare an annual financial statement for auditing by a designated certified public accountant and will submit a report in May.

5. Chairperson, Membership Committee – two years first term; subsequent terms two years. The Chairperson of this committee will receive applications for membership. This person will maintain updated membership lists and send these out from time to time to the membership. This person will send emails to membership on behalf of the BD and members. Supplementary members, including an elected Co-Chair, may be added to this committee.

6. Chairperson, Program Committee – two years first term; subsequent terms two years. The Chairperson will be responsible for preparing draft programs for meetings. The final decision as to speakers, program format, and special expenses (if applicable) will be determined by the BD. The Program Committee will organize lectures, seminars, and informational materials in conformity with the objectives of the VCA – and at venues reasonably accessible to the members. Additional members to this committee may be taken on. Supplementary members, including an elected Co-Chair, may be added to this committee.

7. Chairperson, Refreshments Committee – two years first term; subsequent terms two years. The Chairperson will be responsible for organizing the necessary refreshments to be available before (or after) the meetings. The cost for such refreshments will be paid out of the VCA account. Normally this chairperson will be a resident in the city where such meetings are held. Supplementary members, including an elected Co-Chair, may be added to this committee.

8. Chairperson, Publications Committee – two years first term; subsequent terms two years. The chairperson will be responsible for producing a newsletter containing meeting notices, informational materials and other information pertaining to the VCA. Supplementary members, including an elected Co-Chair, may be added to this committee.

9. Chairperson, Educational Programs – two years first term; subsequent terms two years. The chairperson will be responsible for researching and developing education programs for

attendance by the VCA members and other applicants. Supplementary members, including an elected Co-Chair, may be added to this committee.

10. Chairperson, Webmaster Committee – Due to specialized skill required, this position is not required to be filled through nomination; the BD may vote to instate a Chairperson with majority vote. Any change to Chairperson status will be shared with the membership. There is no specified term limit. The Chairperson will work with a hired third party to maintain the VCA Web site. The Web site will contain information pertaining to the VCA and educational information pertinent to the field. The Chairperson may submit for consideration, any further development and implementation of such changes as would benefit the organization by means of its Web site.

11. Chairperson, Outreach Committee- two years, subsequent terms two years. The chairperson will be responsible for developing and implementing outreach activities with current or potential partner organizations and institutions, as well as fostering relationships with current and potential partner organizations and institutions. Supplementary members, including an elected Co-Chair, may be added to this committee.

#### Section C. Absence of Board Members – Alternates

A member of the BD may delegate another Board Member as an alternate to take on their functions during absence at a members' meeting or other business meeting.

#### Section D. Election of Officers of the BD

1. The officers of the BD will be elected by the membership in May for the membership year in question. Elections will take place remotely by virtual ballot.

2. Any individual member in good standing is eligible for election to office whether on the slate of the Nominating Committee or not.

3. No member shall hold more than one office at a time nor serve more than two consecutive terms in office.

4. If an officer does not perform in a satisfactory manner that person may be relieved of their office by 2/3 majority vote of a special ballot distributed to members.

5. Committees with Co-Chairs shall stagger the election of the Chair and Co-Chair positions, so that the completion of terms will not both occur in the same year. If either of these

positions needs to be filled prior to completion of a full term, the elected replacement would only serve through conclusion of the original unfinished term, to maintain the staggered election cycle.

6. The BD shall stagger officer turnover such that no more than two thirds of the total BD changes in any given cycle.

## **ARTICLE VI**

### Section A. Selection of the Nominating Committee

1. The Vice President will chair the Nominating Committee. They will facilitate the needs of the Board with the committee.

2. Two members shall be nominated and elected approximately four months before May, when elections usually take place. While open nominations and election are the preferred means by which a Nominating Committee is to be formed, if this cannot be accomplished, the VCA Board is permitted to appoint two members to the Nominating Committee.

### Section B. Functions of the Nominating Committee

1. Nominations for officers to the BD will be solicited from the membership and received by the Nominating Committee not less than 30 days prior to the vote.

2. Those put forward as nominees will be contacted directly for acceptance or refusal to stand for nomination to the respective offices.

3. A list of candidates shall be prepared for each position to be sent to members and institutional members alike. Voting will take place by virtual ballot.

4. The election of the officers will be determined from the counting of the ballots, and will be announced in May, as well as in the newsletter.

5. The newly elected officers will assume their responsibility at the close of business at the final meeting of each fiscal year, which ends July 31.

6. If a member of the BD resigns prior to the completion of the term of office, a replacement shall be nominated at the first appropriate membership meeting by vote.

## **ARTICLE VII**

### Section A. Amendment to the By-laws

These By-laws may be amended or repealed by a majority vote of the members, providing notice of such changes has been furnished in writing three weeks in advance to the VCA members.

### Section B. Amendments to the Articles of Incorporation or other legal entity determined by the VCA

In the event that the VCA is determined to have a special legal, tax, or other status at the state (or federal) level, and specific changes are required, then the discussion, consideration, or approval of such changes will be made at a designated meeting or by virtual vote. Notice in writing three weeks in advance will be given prior to such a meeting or vote.



**The Virginia Conservation Association**  
**Membership Application & Dues Payment**

\*Required

\*Date: \_\_\_\_\_, 20\_\_\_\_\_

\* \_\_\_\_\_ New \* \_\_\_\_\_ Renewing

*(Name as you would like for it to appear in the Directory-Please indicate if you do **not** want to be included in the Directory)*

\*First \_\_\_\_\_ \*Last \_\_\_\_\_

\*Address: \_\_\_\_\_ \*City \_\_\_\_\_

\*State \_\_\_\_\_ \*ZIP \_\_\_\_\_ \*Telephone: ( \_\_\_\_\_ ) \_\_\_\_\_

\*Email: \_\_\_\_\_ Title: \_\_\_\_\_

Organization(s): \_\_\_\_\_ Website: \_\_\_\_\_

**I Identify As:**

|                                 |                               |                                   |
|---------------------------------|-------------------------------|-----------------------------------|
| _____ Administrator             | _____ Conservator             | _____ Librarian                   |
| _____ Appraiser                 | _____ Conservation Technician | _____ Post Graduate-Intern/Fellow |
| _____ Collector                 | _____ Curator                 | _____ Supporter                   |
| _____ Collection Mgr./Registrar | _____ Framer/Preparator       | _____ Student                     |
| _____ Other (Specify) _____     |                               |                                   |

**Areas of Conservation Expertise:**

|                              |                              |                                |
|------------------------------|------------------------------|--------------------------------|
| _____ Objects                | _____ Furniture              | _____ Paintings                |
| _____ Ethnographic Objects   | _____ Frames/Gilded Objects  | _____ Painted Surfaces         |
| _____ Archaeological Objects | _____ Textiles               | _____ Conservation Science     |
| _____ Architecture           | _____ Books and Paper        | _____ Preventive Conservation  |
| _____ Sculpture              | _____ Photographic Materials | _____ Accept Private Contracts |
| _____ Other (Specify) _____  |                              |                                |

Are you willing to be a Disaster Response Volunteer in the event of an emergency? \_\_\_\_\_

Are you willing to serve as a Mentor? \_\_\_\_\_ Would you like to have a Mentor? \_\_\_\_\_

Are you interested in serving on the VCA board in the future? (see website for details) \_\_\_\_\_

**Practicing Conservator/Consultant Conservators Only:**

Would you like your contact information included in our website's VCA Services Directory? \_\_\_\_\_

The Virginia Conservation Association is open to all interested individuals. To become a member, complete this form and return it with your check made payable to VCA for \$30 (Regular) or \$15 (Student: Enclose a copy of a valid student ID) to the address below. To join online, visit [www.virginiaconservationassociation.org/wp/](http://www.virginiaconservationassociation.org/wp/).

Application and dues payment must be received by **October 15th** to ensure inclusion in the VCA Directory.

**The Virginia Conservation Association**  
**P. O. Box 7023**  
**Richmond, Virginia 23221**