INTERNATIONAL PORCELAIN ARTISTS AND TEACHERS, INC.

Bylaws Changes (Approved April 2024) Approved changes are in red.

Complete Bylaws on IPATinc.org

Sec. 4.04 DUES

Sec. 4.04.1 Amount – Annual dues of new members, individual members, retail members, associate members shall be due. The Board shall have the right to increase the amount of the dues and registration fees as needed.

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This year we did not increase the membership; IPAT changed the membership dues.

Sec. 4.04.2 Membership Certificates – The Board of Directors shall provide for the issuance of certificates evidencing membership in the corporation. When a person has been admitted as a member and has paid any required fees and dues, the corporation shall issue an IPAT certificate of membership to the person via email or other economical means.

Sec. 4.04.3 Delinquency – IPAT, Inc. members who fail to pay their annual dues or whom are paying their dues late will have to pay for the mailing of any issues which they have missed.

Change Sec.4.04.3 Delinquency to the below paragraph. The below paragraph implements the process already approved by the IPAT Board.

Sec. 4.04.3 IPAT Magazines- IPAT no longer has delinquent memberships since members may join at any time during the year; however, members must pay for all magazine back issues they request. In addition, IPAT does not send members magazine issues that are a result of problems associated with postal systems.

Change Sec. 4.04.3 Implements process already approved by the IPAT Board.

Sec 4.05.4 Quorum – A majority of the active IPAT, Inc. members including lifetime members qualified to vote in person or by proxy and registered for the business meeting shall constitute a quorum for the transaction of business at all meetings of IPAT, Inc. members, except as otherwise provided statute, by the Articles of Incorporation, or by these bylaws.

Sec. 4.05.4 Quorum- For the Members Business Meeting at the biennial convention, a quorum is a majority of the active IPAT, Inc. members and lifetime members registered at the convention to include registered proxies to reach a majority. For all other meetings unless specified in the other Statutes, Articles of Incorporation, or by these bylaws will be a simple majority.

Change Sec. 4.05.4 Quorum. Because of the current membership majority demographics (an aged population and international), the new paragraph below will enable IPAT to continue to do

SECTION 5.00 ARTICLE 5 – BOARD OF DIRECTORS

Sec 5.01.1 Office Secretary and Editor – The Board of Directors shall hire and set the terms of employment of an Office Secretary, an Editor for IPAT, Inc. publication, and such other employees and agents such as an accountant, a separate auditing firm and lawyer, as the Board shall from time to time deem appropriate and in the best interest of IPAT, Inc.

Sec 5.01.1 Office Employees – The Board of Directors shall hire and set the terms of employment of an Office Manager, an Editor for IPAT, Inc. publication, and such other employees and agents such as an accountant, a separate auditing firm and lawyer, as the Board shall from time to time deem appropriate and in the best interest of IPAT, Inc.

Change Sec 5.01.1 to Office Employees. Change Office Secretary to Office Manager.

Sec 5.01.5 Executive Committee – The Executive Committee shall oversee and implement any/all operational and financial business of IPAT, Inc. It shall make quarterly reports to the Board. An Executive Committee is comprised of the Chairman, President, Vice-President and up to three Past Presidents. The Executive Committee may include non-Board members professionals such as accountants, lawyers, architects, etc. The term limit of any Executive Committee member may not exceed 6 years.

Sec 5.01.5 Executive Committee – The Executive Committee shall oversee and implement any/all operational and financial business of IPAT, Inc. It shall make quarterly reports to the Board. An Executive Committee is comprised of the Chairman, President, Vice-President and up to five Board Members. The Executive Committee may include non-Board members professionals such as accountants, lawyers, architects, etc.

Change: Delete sentence -The term limit of any Executive Committee member may not exceed 6 years. Because of the difficulty in finding volunteers with our demographics, it is important to keep willing volunteers. By keeping volunteers longer, there is less need for training and there is a retention of historical knowledge. For greater flexibility for IPAT "up to three past presidents" was changed to up to five Board Members.

Sec. 5.02 Membership – The Board shall be comprised of IPAT Inc. Past Presidents and Past IPAT Board Chairmen and all currently elected officers during their terms of office, and seven (7) Regional Representatives to be elected for a two-year term at the biennial meeting. The seven (7) Regional Representatives will consist of one member from each region in the USA and four (4) members from outside the U.S.A. (1 – Central and Latin America and Canada. 1 - Europe and Middle East and Africa and 1 – Asia and Far East, Australia and New Zealand excluding Japan, and 1 – Japan). Each Past President and Past IPAT Board Chairman shall serve as an active board member for a maximum of six (6) years, after which such Past President and IPAT Board Chairman become an IPAT President Emeritus or Board Chairman Emeritus. IPAT Emeritus positions do not have voting rights at IPAT Board meetings and act as advisors when invited.

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Board Chairmen and all currently elected officers during their terms of office, and eight (8) Regional Representatives to be elected for a two-year term at the biennial meeting. The eight (8) Regional Representatives will consist of one member from each region in the USA and five (5) members from outside the U.S.A. (one (1)—Central and Latin America, Mexico and Canada, one (1)—Europe, one (1) Middle East, Africa and India and one (1)—Far East, Asia, Australia and New Zealand, and one (1)—Japan.) Each Past President and Past IPAT Board Chairman shall serve as an active board member for a maximum of six (6) years, after which such Past President and IPAT Board Chairman become an IPAT President Emeritus or Board Chairman Emeritus. IPAT Emeritus positions do not have voting rights at IPAT Board meetings and act as advisors when invited.

Change Sec. 5.02 to add one additional Regional Representatives because Europe, Middle East and Africa covers a very large area and has so many languages. It is also recommended that India be recognized as a portion of the Middle East and Africa region.

5.09 Chairman and Secretary of the Board – The Chairman of the Board and the Secretary of the Board shall be elected at the first Board meeting following installation of the new Officers at each Biennial convention. The Chairman of the Board must be a voting member of the Board and a past-Officer or past-Board Member. No Chairman or Secretary may serve more than four (4) years in the same office. Any vacancy in these positions may be filled by the Board. The Chairman of the Board will vote only in the event of a tie in decisions of the Board of Directors.

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Add: unless the position is unable to be filled. In that case, an existing board member may continue in the position. The change was made so that the Board does not become stale, yet has the option to retain leadership if necessary.

Sec. 5.10 Committees – The standing committees of IPAT, Inc. shall consist of two types: Management and Functional. Management Committees shall consist of Finance and Grant Committee, Education Committee, Museum Committee and Bequest Committee. The Functional Committees shall consist of the Nominating Committee, Bylaws Committee, Certification Committee, Public Relations Committee, Dealers Committee, Youth Committee, Board Protocol Committee, Web Site Committee, Magazine Committee, Meeting Planner Committee and the Competition Committee, Membership Committee, Ethics, Ways and Means and Credentials Committee. The Board may also establish such other committees as the Board shall from time to time, deem necessary or in the best interest of IPAT, Inc. Unless expressly provided in the Bylaws to the contrary, each Management committee shall consist of three (3) or more persons, a majority of whom are voting Directors of the Board and shall have such functions and powers and such names as the Board shall prescribe by resolution. The Functional

committees: Public Relations Committee, Certification Committee, Competition Committee, Nominating Committee, Bylaws Committee, Dealers Committee, Youth Committee, Board Protocol Committee, Web Site Committee, Magazine Committee and Meeting Planner Committee are exempt from the above restrictions. Any vacancy in such committees caused by resignation or removal shall be filled by the Board. The person elected to fill such a vacancy shall be elected for the unexpired term of his/her predecessor. Each committee shall keep regular minutes of its meetings and report the same to the Board when requested by the Board Chairman.

SECTION 6.00 ARTICLE 6 - STANDING COMMITTEES

Sec. 6.01 Finance Committee – The Finance Committee shall have five (5) or more members, a majority of whom are voting Directors of the Board, plus the Biennial Convention Treasurer. The Finance Committee shall be responsible for the budget and other fiscal procedures. The Board of Directors shall have the final vote on all fiscal matters. All contracts must be voted on and passed by a majority of the Board and all fiscal contracts must be signed by both the President and the Chairman of the Board.

Change to Sec. 6.01 Finance and Grant Committee – The Finance and Grant Committee shall have five (5) or more members, a majority of whom are voting Directors of the Board, plus the Biennial Convention Treasurer. The Finance and Grant Committee shall be responsible for the budget and other fiscal procedures. The Board of Directors shall have the final vote on all fiscal matters above \$1,000. All contracts must be voted on and passed by a majority of the Board and all fiscal contracts must be signed by both the President and the Chairman of the Board. The Finance and Grant Committee should submit grants annually for the preservation of IPAT and its ideals. Itemized expense reports are to be sent to the Board quarterly.

Add the function of Grant Writing to the Finance Committee and change the title to Sec. 6.01 Finance and Grant Committee. This change is necessary to keep grant writing an active function of IPAT for the longevity and success of IPAT. The addition of "The Board of Directors shall have the final vote on all fiscal matters above \$1,000." It helps maintain control over expenses and keep the Board informed of expenses.

Sec. 6.04 Nominating Committee – The Nominating Committee shall consist of five (5) members and two (2) alternates who are present or give their consent in writing and shall be elected by IPAT, Inc. members at their Biennial Convention. At such meeting, at least seven (7) names will be nominated. Members shall be allowed to vote for five (5) different nominees and the five (5) nominees receiving the highest number of votes shall be the members of this committee. The two (2) receiving the next highest number of votes shall be the alternates. The nominee receiving the largest number of votes shall be the Chairman of the Nominating Committee. Past and present Chairmen of the Board, Presidents and current Board Members shall not be members of the committee.

Sec. 6.04 Nominating Committee – The Nominating Committee shall consist of at least three members. Each candidate must submit a letter in writing agreeing to be a member of the nominating committee. The Recording Secretary shall retain said letters. The candidates shall be elected by the Board at the beginning of the new Chairman of the Board and President's term.

Sec. 6.04.1 Slate of Officers and Regional Representatives— The Nominating Committee shall: (1) prepare a slate of candidates for consideration no less than 90 days prior to the Biennial Convention (2) notify the candidates of its decision by email, phone call or first-class mail. (3) Obtain letters of consent from each candidate. (4) Present the slate. The Chairman of the Nominating Committee will present at the Convention Membership Meeting a slate of Officers and Regional Representatives to be voted on by the membership. The Chairman of the Board will ask for nominations from the floor. If there are nominations from the floor, the nominated must consent to being on the slate. If there are nominations from the floor a viva-voce election will take place for each position. If there are no nominations from the floor a viva-voce election may take place for the slate of Officers and Regional Representatives.

The nominating of the Nominating Committee process is so cumbersome and outdated by current circumstances. A small number of members attended the convention. Robert Rules of order 46.10 Designation of the nominating committee allows for the Nominating Committee to be elected by its executive board.

Sec. 6.05 Bylaw Committee – The Bylaw Committee shall consist of three (3) or more members, a majority of whom are voting Directors of the Board. The Bylaws Committee shall review bylaws and submit proposed changes to the Board of Directors and membership prior to the Biennial Convention.

Sec. 6.06 Certification Committee – The Certification Committee shall be responsible for the certification programs. Members of this committee shall have recognizable experience in the field of porcelain art. The Chairman of the committee shall prepare the certification portfolio and supervise the screening and verification process. They will refer to the standing rules concerning certification fees and regulations. (Note: certification is not mandatory but will be left to the individual member.) There will be at least three (3) certifications.

Sec. 6.06.1 Degree Certification to include: (a) Amateur Artist (b) Certified Porcelain Artist and (c) Certified Teacher of Porcelain Art.

Sec. 6.06.2 Master Certification to include (a) Master Porcelain Artist and (b) Master Teacher of Porcelain Art and/or Art Appreciation Course.

Sec 6.06.3 Advanced Certification to include: (a) Portrait Artist, (b) Advanced Master Artists, (c) Advanced Master Teacher of Porcelain Art.

Sec.6.07 Competition Committee – The Competition Committee shall consist of three (3) or more members and shall have the responsibility for planning, implementing and supervising the competition programs. Members must have recognizable experience in the field of porcelain art. (Note: Competition is not mandatory but will be left to the individual member.)

Sec. 6.08 Public Relations Committee – The Public Relations Committee shall, on a regular basis, recommend policies for an effective continuing public relations program on behalf of the art form, of IPAT, Inc. and its members. The President and Editor shall be members of this Committee with the President serving as a Chairman.

Sec. 6.08.1 Identify – Porcelain art, IPAT, Inc. and its members to the general public.

Sec 6.08.2 Translate Into understandable terms the nature of porcelain art and the activities and goals of IPAT, Inc.

Sec. 6.08.3 Promote – In cooperation with the Education Committee promote and advertise the Regional and International shows of IPAT, Inc.

Delete: Sec 6.08.2 Translate and Sec 6.08.3 Promote is no longer done and relevant.

7.00 ARTICLE 7 – OFFICERS

Sec. 7.01 Number – The officers of IPAT, Inc. shall be a President, a First Vice-President, a Second Vice-President, a Recording Secretary, a Corresponding Secretary, a Treasurer and a Historian. No individual may hold more than one (1) office. No person may be an officer of IPAT, Inc. unless at the time she/he assumes office she/he shall have been an active member as defined in Article 4.01, for at least three (3) consecutive years preceding election.—No officer may serve two (2) consecutive terms in the same office.

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Added: unless the position is unable to be filled. In that case, an existing board member may continue in the position. This was added to help maintain the integrity of the Board.

- Sec. 7.02 Election Officers shall be elected by IPAT, Inc. members at the Biennial Convention. Because IPAT members are international and widespread, members may vote by ballots for the election of Officers. These ballots shall be sent by mailed or email to each member no fewer than 60 days prior to the Biennial convention. Members may present returned ballots to the Ballot Teller Committee at said meeting. not less than 10 days prior to the Biennial Business meeting by mail or by secure internet voting. Members may also present them in person at said meeting.
- A. Each member shall cast only one (1) ballot and the election shall be by majority vote. Voting members marking a ballot with a write-in slate of officers are responsible for placing a letter of consent on file with the IPAT, Inc. office prior to the official IPAT business meeting. This letter must be signed by each candidate testifying to the fact that they have been an active voting member of IPAT, Inc. for at least three (3) consecutive years preceding this nomination.
- B. The Ballot Teller Committee will deliver the results to the Presiding Officer when called upon to do so at the business meeting of IPAT, Inc. At the meeting those IPAT, Inc. active members present who have not theretofore voted by mail may cast their ballots. The vote held by the Ballot Teller Committee and the floor votes will be combined and tabulated before they are presented to the members by the Presiding Officer.

Change section 7.02 A and B to:

Sec.7.02.1-Casting of Votes by Ballot: Each member shall cast only one ballot and the election shall be by majority vote. The Ballot Teller Committee will include the ballot votes cast with the viva-voce vote during the member business meeting. Voting members marking a ballot with a write-in slate of officers are responsible for placing a letter of consent on file with the IPAT, Inc. office prior to the official IPAT business meeting. This letter must be signed by each candidate testifying to the fact that they have been an active voting member of IPAT, Inc. for at least three (3) consecutive years preceding this nomination.

Sec.7.02.2 Counting Votes: The Ballot Teller Committee will deliver the results to the Presiding Officer when called upon to do so at the business meeting of IPAT, Inc. At the meeting those IPAT, Inc. active members present who have not theretofore voted by ballot vote in the vivavoce. The votes held by the Ballot Teller Committee and the floor votes will be combined and tabulated before they are presented to the members by the Presiding Officer.

The changes made to 7.02 were necessary to make the voting process reflect current circumstances.

Sec. 7.03 Term – The term of office shall be for two (2) years. Vacancies in the office of elected officers shall be filled approved by the Board of Directors except as otherwise specified by these bylaws.

Changes to 7.03 Term. To make if clearer what the board does.

Sec. 7.05.2 First Vice-President – In the absence of the President or in the event of the President's inability or refusal to act, the Vice-Presidents (in order of their designations) shall have the power to perform the duties of the President, and when so acting, shall have all the power of and be subject to all the restrictions upon the President.

Sec. 7.05.3 Second Vice-President – Shall be Membership Chairman, shall do everything possible to increase membership of IPAT, Inc. and shall oversee the delinquent dues and mailing to take place at the IPAT, Inc. office.

Add: The Second Vice-President shall co-ordinate and work with all Regional Representatives on the process and progress of membership renewal, plus inform the Regional Representatives of any promotion and informative campaigns to be sent to their regional members. Other board members may volunteer to assist the representatives.

Addition to 7.05.3: so that the duties of the Second Vice President are spelt out and clearer.

Sec. 7.05.4 Recording Secretary – The Recording Secretary shall be responsible for recording all the proceedings of the meetings of the IPAT, Inc. members and of the-elected officers in books to be kept for these purposes. A elected Secretary shall have the authority to affix the corporate seal of IPAT, Inc. to any instrument requiring it, and when affixed, it may be attested by a elected

Secretary's signature. A elected Secretary shall also have the custody and authority to use a corporate seal at all times. The Board or President may give general authority to any other person to affix the seal of IPAT, Inc. and to attest the affixing by such person's signature. When not in custody of the elected Secretary the corporate seal shall be kept in the principal office of IPAT, Inc.

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Delete the word "elected" in all instances in Sec. 7.05.4. redundant.

Sec. 7.05.5 Corresponding Secretary – The Corresponding Secretary shall in absence of the Recording Secretary or in the event of the Recording Secretary's inability or refusal to act or perform the duties and exercise the powers of the Recording Secretary, shall handle all matters pertaining to correspondence that may be assigned to the Corresponding Secretary by the President and shall perform such duties and have such other powers as the Board may from time to time prescribe.

Sec. 7.05.6 Convention Treasurer – The biennial Convention Treasurer with the President shall sign all membership cards and work with the Regional Representatives and Vice-Presidents to do everything possible to increase IPAT, Inc. membership. The biennial Convention Treasurer serves on the Finance Committee. The IPAT, Inc. Treasurer is the official Biennial Convention Treasurer and must be a United States Citizen residing in the United States during their term of office.

Sec. 7.05.7 Historian – The Historian shall keep and be responsible for all materials of historical interest pertaining to IPAT, Inc. All such material which the Historian deems of permanent interest shall be kept in the museum under supervision of the Museum Committee, or in the absence thereof, at IPAT, Inc. office or such other place as the Board may from time to time

approve. The Historian also takes pictures at the IPAT Convention for use by IPAT

Add: The Historian also takes pictures at the IPAT Convention for use by IPAT.

SECTION 8.00 ARTICLE 8 - REGIONS

Sec 8.01 Designation of Regions – Far East/Asia/Australia/New Zealand, Japan, Europe, Africa/Middle East/India, Central/South/Latin America/Mexico/Canada, United States –

- Eastern Region (Connecticut, District of Columbia, Delaware, Iowa, Illinois, Indiana, Massachusetts, Maryland, Maine, Minnesota, Michigan, Missouri, New Hampshire, Ohio, Pennsylvania, Kentucky, New Jersey, New York, Rhode Island, Virginia, Vermont, West Virginia, Wisconsin)
- **Southern Region** (Alabama, Arkansas, Florida, Georgia, Louisiana, Mississippi, North Carolina, Oklahoma, Puerto Rico, South Carolina, Tennessee, Texas),
- Western Region (Alaska, Arizona, California, Colorado, Hawaii, Idaho, Kansas, Montana, North Dakota, Nebraska, New Mexico, Nevada, Oregon, South Dakota, Utah, Washington, Wyoming).

The Board may from time to time extend, change or designate new regions.

Change Sec 8.01 Designation of Regions to show the Europe is a separate region and Africa, Middle East and India is a new region. Mexico was added for clarification.

Sec. 8.02 Purposes – Each Region shall be responsible for promoting porcelain arts and IPAT, Inc. within the country, states, provinces, countries, and cities within that regions and may hold Regional Conventions and such other activities as the Representative of that Region and the President deems appropriate providing they have been approved by the Board of Directors.

Sec. 8.03 Regional Representative Nominations for each region will be made from the floor. Members in all other regions outside the U.S. shall select their own Regional Representative. Each Regional Representative shall serve in that capacity until the next Biennial Convention. The Regional Representative in cooperation with the President shall—have responsibility for planning and promoting the Regional Conventions and other—activities sponsored by the Region with the approval of the Board of Directors.

Delete Sec. 8.03 Regional Representatives. The Nominating Committee will present the slate of Officers and Regional Representatives. (Reference Sec. 6.04.1)

Sec. 9.02 Regionals – IPAT, Inc. Regional Conventions in the United States may be held in odd numbered calendar years, the time and place of the meeting being determined by the President, who shall notify the Board in accordance with procedures established by the Board. One of the U.S.A. Regional Conventions may host the annual business meeting.

IPAT, Inc. Regional Conventions outside the U.S.A. may be held in odd numbered, calendar years, unless previously approved by the Board to be held in an even year. The time and place of the meeting being determined by the Elected Regional Representative, who shall notify the President in accordance with procedures established by the Board. Regional Conventions must

be independently funded and separately registered. IPAT inc. shall have no responsibility for liability.

Add: Regional Conventions must be independently funded and separately registered. IPAT inc. shall have no responsibility for liability.

Sec. 9.03 Proceeds from Biennial Conventions - The proceeds received from exhibits and projects of IPAT, Inc. in connection with the Biennial Convention, shall after payment of all costs and expenses, be applied as follows:

Change Sec. 9.03 Proceeds from Biennial Conventions- The proceeds received from exhibits, seminar, workshops and other IPAT projects in connection with the Biennial Convention, shall after payment of all costs and expenses be used for the continuance of IPAT and its mission with approval of the IPAT Board as outlined in the IPAT Bylaws. IPAT will only have one general fund with two signatures required for actions.

Sec 9.03 Proceeds from Biennial convention. The change was made to simplify the banking process. The rest of Sec 9 would be deleted.

Sec.9.03.1 Educational Projects Proceeds from profits designated for educational purposes shall be deposited in the Educational fund.

Sec. 9.03.2 Museum Projects Proceeds from profits designated for museum purposes shall be deposited in the Museum fund.

Sec. 9.03.3 Balance The balance shall be deposited with the general funds of IPAT, Inc. to be used in such a manner as the Board shall direct.

Sec. 9.04 - Proceeds from the U.S.A. Regional Conventions The proceeds received from Regional Conventions, after payment of all costs and expenses, shall be applied as follows:

Sec. 9.04.1 Educational Projects Proceeds from profits designated for educational purposes shall be deposited in the Educational fund.

Sec. 9.04.2 Museum Projects Proceeds from profits designated for museum purposes shall be deposited in the Museum fund.

Sec. 9.04.3 Balance - The balance shall be deposited with the general funds of IPAT, Inc. to be used in such a manner as the Board shall direct. Notwithstanding the preceding paragraph, proceeds from regional Conventions held outside the U.S. shall be retained by the applicable region.

Sec. 9.05 Other shows - Upon Board approval, proceeds from conventions other than those hereinabove described may be retained by the region or other group sponsoring the same.