

Constitution and By Laws
of the
Rollin' Wheels Square Dance Club

Revised May, 2016

Article I

Name and Purpose

The Rollin' Wheels Square Dance Club is a nonprofit organization comprising of people to provide a place and time for dancers to enjoy dancing and friendship of other members, as well as the opportunity to participate in sharing in the club's responsibilities.

Article II

Membership

- Section 1: Membership shall be open to the maximum number of people that our facility is able to accommodate.
- Section 2: Membership is valid as long as the current year's dues are paid.
- Section 3: We are a club operating in the best interest of square dance. No alcoholic beverages will be permitted at dances unless previously approved by the executive board.

Article III

Officers

(Qualification, Limits, Elections, Appointments and Duties)

- Section 1: The officers of the Rollin' Wheels shall be: President, Vice President and Secretary/Treasurer. Each office shall be filled by a minimum of two club members up to a maximum of four club members. The offices may be combinations of husband and wife members and/or single members in any combination.
- Section 2: Qualifications: Anyone who has been a member in good standing for one (1) year and is presently so, is eligible for nomination for an office, the outgoing Vice Presidents may automatically become a candidate for President if they wish to do so.
- Section 3: Limits: Elected and appointed officers may not serve more than two (2) consecutive years in the same office. A waiting period of one (1) year must be observed before being eligible to be nominated for or appointed to the same office again.
- Section 4: General Duties of the officers*:
- President: The Presidents shall preside at all general club and executive board meetings, and appoint the necessary committees that they feel will best serve the club's interests.
- Vice Pres: The Vice President assumes the duties of the presidents in their absence, or upon their resignation.

Sec./Treas.: Secretary/Treasurer shall take and read the minutes of all meetings, general and executive board, throughout the year, collect all dues, act as custodian of other funds, pay all bills, and give a verbal financial report at each club meeting. (items deleted here, show up in the list of duties) All checks may be signed by either the Secretary/Treasurer or President of the club.

*A full list of duties can be found in the policy sheets notebook.

Section 5: Executive Board: The Executive Board shall consist of the elected and appointed officers, and the two council representative couples.

Section 6: Election and appointing of officers:

- A. The Presidents shall appoint a nominating committee the first part of March
- B. The committee must present their nominations for the office of President and Vice President by the first part of April, at which time nominations may be made from the floor.
- C. Officers shall be elected by a majority vote, held the first part of May.
- D. The newly elected Presidents shall appoint their Sec/Treas., with their consent, to serve with them.
- E. New officers will take office on September 1 of the year in which the election is held.
- F. Upon election, new officers will be responsible for planning the coming dance year.

Article IV

Meetings

Section 1: There shall be at least two (2) general meetings a year. More may be called, as the President deems necessary to make major decisions.

Section 2: Any Constitution or By Laws altering changes must be approved by 2/3 of active members at the meeting. There must be a quorum present. A quorum is defined as 25% of the membership.

Section 3: Executive board shall meet at the President's discretion to take care of day to day operations of the club.

Article V

Amendments

These By Laws can be amended by a 2/3 vote of the members at the meeting if there is a quorum present. The entire membership must be given a minimum of two weeks advance notice in writing that an amendment is to be considered at the next meeting. When a change is made, copies of the updated Constitution and/or Standing Rules will be given to all members.

Rollin' Wheels Square Dance Club

Standing Rules

I

Let it be known: We are a banner stealing club.

II

Business Year

1. The club business year shall be a calendar year commencing September 1 of each year.
2. Club dues are due on Sept. 1 of each given year and are considered delinquent after Sept. 30.

III

Caller and Dates

Rollin' Wheels club has a club caller(s), who will normally call the second (2) Saturday (removed 5th Saturday) of each month. The club caller will call our Christmas, New Year's Eve and Anniversary dances. The fourth (4) Saturday of each month may be reserved for guest callers. All callers will be hired by signed contract. The club caller contract will be renewed yearly.

IV

Monies

The Executive Board shall set the admission donation for special dances throughout the year and have the authority to designate the use of any excess monies.

V

The Secretary/Treasurers, due to the nature of their services which prevents them from dancing approximately half of each evening's dance, are admitted free at regular dances.

VI

Club members upon completing 15 years of membership in the Rollin' Wheels Square Dance Club shall be given a life membership in the club. Life members will have the same responsibilities and privileges of other members but the payment of annual dues will no longer be required. The annual insurance fees must still be paid by dancing life members. Past club rosters will be used to determine club membership years. Life membership badges will be presented at the Anniversary dance each year as appropriate.

Note

The following is an explanation of standing rules, taken from Roberts Rules of Order, a manual of Parliamentary Procedure. Standing rules can be adopted by the majority vote at any meeting. After being adopted they cannot be modified at the same session, except by consideration. At any future session they can be suspended, modified or rescinded by a majority vote. Standing rules comprise of the rules set by our club which have been adopted like ordinary resolutions without previous notice as required for the By Laws, consequently future sessions of the club are at liberty to terminate them whenever they please. No standing rule may be adopted which conflicts with our Constitution and By Laws.