

# **By-Laws of the Western Star Dancers**

## **ARTICLE I: PURPOSE**

The purposes are as follows:

- A. To promote square dancing as a national activity.
- B. To provide an identity for Mainstream and Plus dancers.
- C. To provide and promote opportunities for Mainstream and Plus calling and instruction.

## **ARTICLE II: POLICIES**

- A. To promote fellowship within the group by square dancing and other activities.
- B. To pursue a spirit of cooperation, support, and positive encouragement.
- C. To enhance the lifestyle of gay men, lesbian women, and their friends.
- D. To encourage the sharing of responsibilities and duties by all members.
- E. To avoid allowing outside issues and internal politics to divide the group.
- F. To be non-competitive in our dealing with other groups as well as within our own club.

## **ARTICLE III: MEMBERS**

### **A. Qualifications for Membership**

Membership in Western Star Dancers is open to anyone regardless of race, religion, ethnic background, age, gender, or sexual orientation. Membership is available to those who have successfully completed a course in Mainstream instruction.

### **B. Club Dues**

- 1. Dues shall be determined by the general membership.
- 2. Membership shall be for the calendar year with dues payable during the month of January.
- 3. Dues for renewing members will be at the full year rate no matter when dues are paid.
- 4. Dues for new members will be at the full year rate from January through June and at one-half the yearly rate from July through December.
- 5. Membership will be lost for reason of non-payment of dues.

### **C. Benefits of Membership**

Benefits of membership include but are not limited to:

The fellowship of the group; participation in, and reduced fees for, the activities and special events of the club; voting, serving on committees, and holding office; communications of pertinent club information; a copy of the By-Laws; and a Club badge.

## **ARTICLE IV: GENERAL MEETINGS**

- A. A general meeting open to all members shall be held at least annually in September.
- B. Notice of the meetings will be mailed at least 14 days in advance.
- C. Parliamentary Procedure will apply to all meetings and the chairperson will be a member of the Board of Directors.
- D. Members in attendance at the meeting shall constitute a quorum.
- E. Only members will be able to vote. Written proxy votes are permissible. A majority vote is needed to pass all measures.
- F. Minutes of each meeting shall be kept on file for the review of any member.

## ARTICLE V: BOARD OF DIRECTORS

### A. Structure

1. The Board of Directors shall be composed of seven elected members. In addition, there may be non-voting ex-officio members named by the current board.
2. The Board shall be determined amongst itself the distribution of responsibility and authority.
3. Term of Office shall be fourteen months with a two-month overlap between outgoing and the incoming Board during November and December. The new Board shall commence on January 1.

### B. Elections

1. Regular elections of the Board of Directors shall be held each November.
  - a. Elections shall be run by a volunteer committee.
  - b. Any member who wishes to be a candidate shall have his/her name placed on the ballot.
  - c. Voting shall be by secret ballot. Ballots will be mailed to all members fourteen days before the election date. Voting by written proxies shall be permissible.
2. Members may vote for up to seven of the candidates on the ballot.
  - a. The seven candidates receiving the largest numbers of votes shall be elected to the new Board of Directors. In the event of a tie, which would cause the Board to exceed seven members, the tie shall be broken by toss of a coin.
  - b. No candidate shall be elected to the Board of Directors who has not received votes equal to at least one-half the number of valid ballots cast.
  - c. If fewer than seven candidates are elected to the new Board of Directors, those elected shall constitute the full Board until the next regular or special election.
3. Special elections shall be held to fill one or more vacancies on the Board of Directors.
  - a. A special election must be held if the membership of the Board of Directors does not equal seven with the winner(s) to be determined by the candidate(s) receiving the highest number of votes.
  - b. Election procedures for regular elections shall apply to special elections.
  - c. The number of candidates elected to the Board of Directors in a special election shall be no greater than the number needed to increase the membership of the Board of Directors to seven.
  - d. After any special election, any previous members of the Board of Directors plus any candidates elected at the special election shall constitute the full Board of Directors until the next regular or special election.

### C. Responsibilities

Responsibilities shall include but not limited to:

1. Ensure that the Club's Business and activities are carried out in accord with the By-Laws.
2. Arrange and schedule Club meetings and dances.
3. Publish and distribute relevant Club information.
4. Keep financial and other records and be fiscally responsible.
5. Make all day-to-day decisions.
6. Handle all correspondence.
7. Report to the Club at least once every four (4) months.

The Board is empowered to delegate authority and responsibility to the general membership.

#### D. Officers

1. The Board of Directors shall appoint by January 1 of each year at least the following three officers to conduct the business of the Board when it is not convened.
  - a. Administrator. The Administrator must be appointed from among the newly elected members of the Board. The Administrator is authorized to convene meetings of the Board of Directors and general meetings of the Club's membership. The Administrator is authorized to negotiate and sign contracts, subject to the ratification of the Board of Directors.
  - b. Treasurer. In addition to maintaining the financial records of the Club, the Treasurer must be one of the two signatories of the Club's bank accounts and is authorized to release information as to the Club's financial status. The Treasurer will issue a financial report to the Board of Directors at each Board of Directors meeting. The Treasurer shall be appointed from among any of the members of the Board.
  - c. Secretary. The Secretary shall take minutes of all meetings of the Board of Directors and the general membership and is responsible for all written communications. The Secretary may be appointed from among any of the members of the Club.
2. All officers serve at the pleasure of the Board of Directors and may be appointed to and removed from the office at any time by simple majority vote of the full Board.

#### ARTICLE VI: RECALL OR SPECIAL MEETINGS

A recall or special meeting can be called by either twenty-five percent of the general membership or by a majority of the Board of Directors. These meetings shall be held in accordance with the rules governing general meetings (Article IV).

#### ARTICLE VII: FINANCES

- A. A checking account shall be maintained. The Treasurer is responsible for the maintenance of the club accounts. A second Board member will also have check writing privileges, but two signatures will not be required on checks. These two people shall not be co-residents (whenever possible).
- B. This is a non-profit organization. Dues and other monies received will be spent entirely for carrying out our stated purposes. The Club may compensate individuals for instruction, calling, or other work of a specialized nature. Individuals who receive remuneration are not eligible to serve on the Board of Directors.

#### ARTICLE VIII: DISSOLUTION

Upon dissolution, disbanding, or other termination of Western Star Dancers, all the remaining assets of the Club, after final expenses as determined by the Board of Directors shall be distributed by the Board of Directors to such organization(s) as may qualify as charitable deductions for income tax purposes under the Income Tax Law of the United States in such proportions as the Board of Directors may determine. In no event shall any part of the assets be returned to or distributed among any officer, member of the Board, member, or any other individual connected with the Club directly or indirectly.

## ARTICLE IX: AMENDMENTS

This document may be amended by the procedures that follow:

- A. All amendments to these By-Laws must be approved by the general membership.
- B. Amendments can come from either the Board or the membership at large. Individual submissions require signatures of 10% of the current club members.
- C. Amendments that come from the membership must be presented to the Board for review in writing.
- D. The Board can either endorse or non-endorse amendments from the membership.
- E. Unendorsed amendments must be presented to the general membership for approval with the Board's recommendation that the amendment not be approved, with the maker of the amendment arguing in favor of approval.
- F. Amendments that come from the Board are just presented to the general membership for approval.

Originally adopted about September, 1982

Revised: March 21, 1984

Revised: January 23, 1985

Revised: March 25, 1987

Revised: August 14, 1989

Revised: September 9, 1998

Revised: September 21, 2005

Revised: November 23, 2009

Revised: November 18, 2010

Changes implemented by membership vote on November 23, 2009

## ARTICLE V: BOARD OF DIRECTORS

### A. Structure

3. Term of Office shall be fourteen months with a two-month overlap between outgoing and the incoming Board during ~~September~~ November and ~~October~~ December. The new Board shall commence on ~~November~~ January 1.

### B. Elections

1. Regular elections of the Board of Directors shall be held each ~~September~~ November.

Changes implemented by membership vote on November 18, 2010

## ARTICLE V: BOARD OF DIRECTORS

### D. Officers

1. The Board of Directors shall appoint by ~~December 1~~ January 1 of each year at least the following three officers to conduct the business of the Board when it is not convened.

a. Administrator. The Administrator must be appointed from among the newly elected members of the Board ~~who were elected in September of the year in which the appointment is made.~~