

CONSTITUTION AND BY-LAWS VILLAGE SQUARES

Auburn Alabama

(Revised 1983, 1986,1987,1997,1998, 2000, 2009, 2012)

ARTICLE I. Name.

The name of this organization shall be VILLAGE SQUARES.

ARTICLE II. Purpose.

The purpose of the organization is to provide the opportunity for enjoyment of Western Style Square Dancing, Round Dancing, and other related dancing and to promote the fun and fellowship of folk dance activity.

ARTICLE III. Activities.

Activities of this organization will consist of Club dances, special dances, classes, and Club-sponsored social events.

ARTICLE IV. Membership.

Section 1. Applications for membership will be accepted from individuals who are graduates of a mainstream square dance course and who are willing to support the Village Squares Club by their presence, monthly dues, and participation in club activities.

Section 2. The class instructor and vice presidents may recommend individuals for membership in the Club. Names of these individuals will be presented to the current Club members at a regular business meeting.

Section 3. Individuals seeking membership in the Village Squares must attend three Club dances and must be sponsored by two active Club members before their applications are considered. The Vice President will present individuals' names to the Club at a scheduled business meeting.

Section 4. Each individual seeking membership must be approved by a majority of the voting members of the Village Squares Club. The Vice President will call for a vote on each individual, and the vote may be given verbally or by written ballot.

ARTICLE V. Guests.

Visitors to the Club are welcome to dance as Club guests. Those who visit on a regular basis are

expected to apply for membership in the Club.

ARTICLE VI. Governing Body.

The Executive Council shall be the governing body and be comprised of elected officers. They are president, vice president, secretary-treasurer, social chairman, and publicity chairman. Elected officers may serve as husband-wife teams. The immediate past- president shall be a non-voting member of the Council.

ARTICLE VII. Meetings.

The Club shall meet in business session on the first dancing night of each month. The Executive Council shall meet once a month, preferably before the Club business meeting.

ARTICLE VIII. Election of Officers.

Section 1. The term of office of president, vice president, secretary-treasurer, social chairman, and publicity chairman shall be twelve months. Elections shall be held at the scheduled business meeting in December. New officers shall take office in January. The first Executive Council meeting in January will be a joint meeting of both the outgoing/incoming officers for the purpose of orientation.

Section 2. The Executive Council shall appoint a Nominating Committee of four who will submit a slate of nominees willing and able to serve. Nominations from the floor are in order if the nominee has given prior consent.

Section 3. A simple majority of members present shall elect officers.

ARTICLE IX. Duties of Officers.

Section 1. President (a) Preside at all meetings of the Club and Executive Council. (b) Conduct the business of the Club in the name of the Club. (c) Recommend to the Executive Council the members of the Nominating Committee; appoint other committees and assign duties as needed.

Section 2. Vice President (a) Perform duties of the president in his absence. (b) Present names of potential members to the Club. (c) Organize beginner classes and encourage member participation. (See Article XIV for Beginner Class policies.)

Section 3. Secretary-Treasurer (a) Record minutes of business meetings. (b) Maintain membership roll. (c) Receive and disburse all Club finances and maintain all such records. (d) Notify members of delinquent accounts. (e) Prepare monthly financial report of collections, expenditures, assets, and liabilities. (f) Maintain inventory of Club- owned property.

Section 4. Social Chairman (a) Plan special events, including arranging for caller/cuer

and facilities, with approval of Executive Council. (b) Arrange for refreshments as desired.

Section 5. Publicity Chairman (a) Publish newsletter. (b) Publicize activities. (c) Maintain scrapbook.

ARTICLE X. Duties of the Executive Council

Section 1. The Executive Council shall prepare recommendations for Club approval by majority vote of members present to establish Club policy.

Section 2. Recommend dues for Club members and/or class membership, subject to Club approval.

Section 3. Recommend caller's and cuer's salary, subject to Club approval.

Section 4. Arrange for place to dance, subject to Club approval.

Section 5. Meet at least once a month, preferably before the Club business meeting.

ARTICLE XI. Amending the By-Laws.

These articles may be amended, rescinded or revised by 2/3 majority vote of members present at a regular meeting. Fifty-one percent of the members of the Club must be present for voting.

ARTICLE XII. Dues and Finances.

Section 1. Dues shall be paid on a monthly basis, payable the first Club meeting of each month.

Section 2. A membership shall be considered delinquent one month after dues become payable, and after notification by the treasurer, a member shall be suspended when it has been delinquent for two months. Any extenuating circumstances, however, may be taken into account at the discretion of the Executive Council.

Section 3. Leave of absence may be granted by the Executive Council for a maximum of six months.

Section 4. The amounts of continuing monetary commitments (fees, salaries, rents, etc.) shall be recommended by the Executive Council and approved by the Club membership. Approval of

other expenditures deemed necessary and appropriate for the operation of the Club shall be the responsibility of the Executive Council.

Section 5. All payments shall be made by a Village Squares' check and a check shall have the signature of the Club treasurer.

Section 6. A paid receipt must be presented to the treasurer for all expenditures to document purchase. Receipts must be presented without undue delay.

Section 7. All non-expendable items purchased by the Club shall become property of the Club and kept in storage by a person designated by the president. An inventory of these items will be maintained by the secretary-treasurer.

ARTICLE XIII. Attendance Policies.

Attendance at business meetings is expected but is not required.

ARTICLE XIV. Beginner Class Policies.

Section 1. Regular attendance of beginner class members is expected. Excessive absences may cause a delay in graduation and require additional expense.

Section 2. Each student is responsible for paying specified dues to the Club treasurer on the first class night of each month.

Section 3. A copy of the Beginner Class Policies shall be distributed to each individual in the class.

AMENDMENTS

Amendment 1. Club Colors. Orange and blue have been approved as Club colors

Amendment 2. Secretary/Treasurer

Reference - Article VI and VM. Club voted at regular Club meeting in December 1986 to divide the office of Secretary-Treasurer into 2 separate positions: I Secretary and I Treasurer to become effective January 1, 1988.

Amendment 3. Associate Membership

Reference – Article IV. Associate membership shall be open to active Club members' children who are graduates of a Mainstream square dance class. Associate members are non-voting members whose membership is tied with the continued membership of the parents. (Approved 6/3/87.)

Amendment 4. Surviving Partner Membership

Reference - Article IV. In the event that the partner of a current or past member no longer participates in dancing, the remaining partner shall be eligible for continued membership at one-half the couple dues. (Revised 6/4/97)

Amendment 5. MASDA Representatives

Reference - Article IX. The MASDA representative couple/individual will be elected in the same manner and time as other officers and shall be included in the Executive Council. Their duties shall be to represent the interests of the Club at all MASDA Board meetings and to provide continued communication between the Club and MASDA. The Club pays the MASDA annual dues for the MASDA representatives. (5/7/98)

Amendment 6. Separating Duties of Secretary and Treasurer

Reference - Section 3 of Article IX and Amendment 2. The duties of the Secretary shall be to record minutes of all business and board meetings, maintain membership roster, and maintain inventory of Club owned property. The duties of the Treasurer shall be to receive and disburse all Club finances and maintain all such records, notify members of delinquent accounts, and prepare monthly financial reports of collections, expenditures, assets, and liabilities. (5/7/98)

Amendment 7. Definition of Associate Members

Reference - Amendment 3. Associate membership is open to dependents of active dues paying members. Associate members are not assessed dues. (5/7/98)

Amendment 8. Amending Club meetings

Reference Article VII: The Club shall meet in business session on the second dance night of every other month beginning January 2013. Beginning in January 2013, the Executive Board shall meet every other month before the Club business meeting at a time determined by the board. (9/12/12)