

Constitution

I. Name of Organization

This club shall be known as the "Staten Island Ballroom Dancers, Inc." Its abbreviated name shall be "SIBD".

II. Purpose

The purpose of SIBD is to promote and stimulate interest in ballroom dancing.

III. Membership

Married couples and single couples with an established dancing relationship who can pass a qualifying dance examination shall be eligible for membership. This club shall limit membership to 75 couples. Membership is subject to the approval of the Executive Board.

IV. Officers

1. The Elected Officers shall consist of:
 - a. President
 - b. Vice President
 - c. Recording Secretary
 - d. Corresponding Secretary
 - e. Treasurer
2. Duties of Officers:
 - a. The President shall:
 1. Preside at all regular and special meetings.
 2. Appoint members to all Standing Committees and Special Committees.
 3. Appoint all Committee Chairpersons.
 4. Be a member ex-officio of all committees, regular and special.

5. Fill any officer vacancy, subject to the approval of the Executive Board.
 6. Appoint an Audit Committee in November to report to the membership in February.
- b. The Vice President shall:
1. Preside at a meeting in the absence of the President.
 2. Perform the duties of the President if the President is unable to perform such duties because of serious illness or death, or the President is away or unavailable and an emergency situation arises.
- c. The Recording Secretary shall:
1. Record and report the minutes of all meetings.
 2. Maintain all records other than records maintained by the Treasurer.
- d. The Corresponding Secretary shall:
1. Be responsible for general correspondence.
 2. As determined by the Executive Board, notify members of special meetings.
 3. Notify Executive Board members of Executive Board meetings.
- e. The Treasurer shall:
1. Maintain an account balance at or above \$500.00 at all times.
 2. Receive and disburse money, as approved by the membership.
 3. Keep accurate records of all club funds, including all receipts in cash or by checks and expenses, whether paid in cash or by checks.
 4. Report the total amounts of receipts and disbursements, and the balance on hand at each regular meeting.
 5. Deposit all cash receipts in excess of \$25.00 and all check receipts. Cash receipts that are less than \$25.00 may be used to pay appropriate expenses in cash.

V. Committees

1. The Standing Committees shall be as follows:
 - a. Membership Committee
 - b. Examining Committee
 - c. Publicity Committee
 - d. Audit Committee
 - e. Advisory Committee
 - f. Social Committee
2. Duties of Standing Committees:
 - a. Membership Committee: Interview potential club members. Collect fees at socials and meetings and record attendance at meetings. Compile a yearly membership roster to be distributed at the March meeting. Report to the President each January those members who did not attend the mandatory three meetings during the previous year.
 - b. Examining Committee: Examine potential members as to dancing ability.
 - c. Publicity Committee: Publicize club events.
 - d. Audit Committee: Conduct year-end audit of SIBD's financial books and report results to membership at the February regular meeting.
 - e. Advisory Committee: The Advisory Committee shall be composed of the charter members, the past Presidents, and the current President of the organization. They shall, by majority vote, make a decision on any matter that may be of concern to the SIBD that has been referred to them by the President. The advisory Committee shall meet at the discretion of the President. The membership shall make a final decision in all matters considered by the Advisory Committee.
 - f. Social Committee: Organize socials and dance lessons. Record attendance and collect appropriate fees. Provide a financial report at each regular monthly meeting. Report at least once a year on the total income and expenses of running the socials and dance lessons.

VI. Executive Board

1. The Executive Board shall consist of the Elected Officers.
2. The Executive Board shall meet at the discretion of the President or by a majority vote of the Executive Board.

VII. Dues and Fees

1. The amount of annual dues, initiation fees, fees for attending meetings and socials, shall be proposed by the Executive Board and decided by vote of the membership. Fees for club sponsored dance lessons will be commensurate with the fee charged by the dance instructor and the number of members who have signed up to take the lessons.

Dues for the current year shall be payable by January 31st. Only members in good standing shall be entitled to renew their membership. If payment is not made by January 31st, the members(s) will be notified, as determined by the Executive Board, that the members(s) have been placed on the delinquent list for non-payment of dues. Dues are currently \$140.00 per couple. Dues not paid by January 31 are subject to a late fee of \$25.00.(no exceptions). If dues are not paid by February 28* or 29th, a letter shall notify the member(s) that they have been dropped from the membership roll and are no longer entitled to the privileges afforded members.

The board has the discretion to excuse a member from the requirement to attend three (3) meetings when presented in advance with sufficient reason. Otherwise, there is a \$50.00 reapplication fee to be paid by any member couple (\$25.00/member) who fails to attend at least three (3) meetings during the calendar year and is not excused by the board. This fee is in addition to the annual dues the following year.

2. Members not in good standing who are denied membership renewal may request a review by the Executive Board. Such request is to be made in writing no later than the March meeting and acted upon no later than the April meeting. The decision reached by the Executive Board will be final.
3. Married couples and single couples shall pay annual dues in the amount approved by membership. Single members shall pay annual due in the amount of one half the rate approved for couples.

Executive Board members are exempt from paying annual dues. Their non board-member partner shall pay annual dues in the amount of one half the rate approved for couples.

4. The fees to be paid at meetings and socials shall be determined from time to time by vote of the membership.

VIII. Voting and Amendments

1. A majority vote of the members in good standing present at any meeting shall be sufficient to initiate any action of the SIBD membership other than to amend its Constitution, By-Laws or Working Rules.
2. The Constitution, By-Laws or Working Rules may be amended by a twothirds vote of the members in good standing present at any regular meeting. A proposed amendment to the Constitution, By-Laws or Working Rules must be submitted in writing and discussed at a prior meeting.