

BYLAWS for OMAHA SWING DANCE CLUB

Article I – Name

The name of this dance club will be the Omaha Swing Dance Club (OSDC). It is found and headquartered in Omaha, Nebraska.

Article II – Purpose

Section 201 Provide an organized social forum where members may regularly meet to dance the West Coast Swing (WCS) dance. Other dance music to provide a break may be played.

Section 202 Join with other Swing Dance Clubs, attending conventions and exchanging different styles of WCS, and other night club dances, to better the lead-follow dance called the WCS.

Section 203 The OSDC will not be associated with any particular dance studio or professional dance instructor (one whose primary occupation is dance instruction). Dance Instructors, professional or regular part time (one who does dance instruction on a regularly scheduled basis but not as a primary occupation), may join and serve on committees and vote at general elections, however, cannot become Executive Board member. Dance instruction at club events must be rotated among various dance instructors and an Executive Board member can not serve as a dance instructor for the club. In case of an emergency (instructor can't be there) a board member may teach the class, but without payment.

Article III – Membership

Section 301 Membership in the OSDC will be open to individuals who want to dance the West Coast Swing and who are interested in promotion of this Club as outlined in Article II. Annual dues for Regular members will be \$20. Married couples will pay a single regular membership fee with one vote per couple.

Section 302 Regular members are entitled to be nominated for office, to hold committee positions and vote at elections.

Section 303 Annual dues are determined by the Executive Board, payable in advance, nontransferable and non refundable.

Section 304 Nonvoting memberships may be granted at no cost, to any instructor, dance club, or others that are deemed beneficial to promotion of this Club. The membership will be granted by a majority vote of the Executive Board. To include instructors who perform workshops for our club.

Article IV – Officers

The officers of the Club will be the President, Vice President, Secretary, and Treasurer, all elected by general membership. The Past President is advisory only and a nonvoting member. Appointed members of the Executive Board that have voting privileges is the Membership Chairman. Newly elected officers will assume their offices on the first day of the month following their elections. Newsletter editor will be a volunteer position, working with the membership chairman.

Section 401 Duties of President

- Presides at all meetings of the Club and Executive Board.
- Represents the club in its relationship with outside individuals and groups.
- Provides a written agenda for Executive Board meetings.

Section 402 Duties of the Vice President

- Attend Executive Board meetings.
- Assume the office of President in case of the absence of the President.
- Carry out any duties assigned by the Executive Board.

Section 403 Duties of the Past President

- Be advisor to the Executive Board.
- If the Vice President is unable to do so, assume the office of President and arrange for reelections of the entire Executive Board to take place as soon as feasible.

Section 404 Duties of the Secretary

- Prepare, distribute, read and keep a record of all minutes of all club meetings.
- Write a summary and send to the newsletter chairman with the club newsletter.

Section 405 Duties of the Treasurer

- Oversee the filing of the Biennial Report in January of odd numbered years with the State of Nebraska Secretary's Office.
- Maintain checkbook, pay bills and account for all monies of club by maintaining a detailed ledger.

- Attend Executive board meetings.
- Report the financial status of the club quarterly to the Executive Board, and to the Newsletter Chairman for inclusion in the newsletter.
- Supervise the maintenance of a directory with the membership chairman.

Section 406 Membership Chairman

- To be appointed by President and confirmed by the Officers of the Executive Board.
- Attend Executive Board meetings.
- Maintenance of ongoing membership directory.
- Coordinate with newsletter chairman and treasurer.
- Publish newsletter for the club.

Article V – Membership Meetings

Section 501 The executive Board is required to schedule a membership business meeting within ninety days of assuming office.

Section 502 Special Membership meetings may be called by the President, by an Executive Board majority, or by the written request of ten members of the club, the purpose of the meeting shall be stated in the call. At least **seven (7) days notice** shall be given.

Article VI – Executive Board

Section 601 The Executive Board will consist of all officers and coordinators listed in Article IV.

Section 602 The Executive Board will carry out the day to day operation of the club.

Section 603 The Executive Board will meet on a regular basis.

Section 604 A quorum is needed to pass, one more than half of the executive board.

Section 605 At least three of the newly appointed officers must sign signature cards at the bank annually following the election. Two signatures are required on all checks.

Article VI – Elections

Elections will take place once a year as determined by the Executive Board and will follow Robert's Rules of Order.

Article VIII – Committees

The Membership chairman is appointed by the President, after being approved by the majority of the Executive Board. Additional committees will then be appointed as volunteers arise.

Section 801 Proposed committees will operate under the direction of the Executive Board.

-Music Committee - coordinates the provision of west coast swing music at all club-sponsored dances and the update and maintenance of computer, music playlists, and sound equipment, to be available at all club dances/functions.

-Fund Raising - increases net worth of club, advertise club activities to the public and dance community.

-History - keep a history of the club and take photos at the events.

-Special Events - coordinates any special events.

-Facilities - responsible for security of sound system, set up and tear down at club events.

Article IX – Amendments to Bylaws

Bylaws may be fine tuned and added to, per the discretion, and by a **two-thirds (2/3)** vote of the Executive Board.

Article X – Special Alerts

A Special Alert via email and/or facebook will be sent to advise of or update details for special events, including cancellations due to inclement weather or an unforeseen circumstance.

Article XI – Cancellation of the Club

If this Club voluntarily surrenders its interest, all remaining funds, after they have met all obligations, will be distributed as the Executive Board determines, but only to organizations which qualify as an exempt organization under section 501(c)(3) of the Internal Revenue Code.