

Revised and adopted by the club executive board on May 4, 2024

BYLAWS for OMAHA WEST COAST SWING DANCE

Article I – Name

The name of this dance club will be Omaha West Coast Swing Dance (OWCSD). 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 OWCSD 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 an Executive Board member. Dance instruction at club events may be rotated among various dance instructors and an Executive Board member cannot 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 OWCSD 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.

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 nonrefundable.

Section 304 Non-voting club 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 and will include instructors who perform workshops for our club.

Article IV – Officers

Elected Executive Board Members with Voting Privileges These officers are elected by the general membership and will assume their offices on the first day of the month following their elections.

–President

–Vice President

–Secretary

–Treasurer

Appointed Executive Board Member with Voting Privileges

–**Membership Chairman** The Membership Chairman is appointed by the President, after being approved by the majority of the Executive Board.

Non-Voting Executive Board Members The Past President is advisory only and a non-voting member. Other non-voting executive board members may be appointed as needed. Non-Voting Executive Board Members will be informed when Executive Board meetings are scheduled and may attend these meetings. Proposed appointed positions may include, but are not limited to the following.

–**Music Director** Maintains the club computer and sound equipment, maintains and updates club music, and is available at club dances and functions.

–**Website Director** Maintains and updates the club website and oversees the payment of fees to assure the website remains current.

–**Newsletter Director** Maintains a subscriber and membership contact list in coordination with the Membership Chairman, creates and sends a newsletter to subscribers on a regular basis. Also sends special messages and information to the membership when directed by the Executive Board.

–**Social Media Director** Creates, maintains, and posts updates on the club’s social media sites (such as Facebook) in coordination with the Website and Newsletter Directors.

Office Vacancies Vacancies occurring in any Office by reason of death, resignation or otherwise may be appointed by the remaining Executive Board Officers at any meeting.

Duties of Voting Executive Board Members

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 Secretary

–Attend Executive board meetings.

–Prepare, distribute, read and keep a record of all minutes of all club meetings.

–Write a summary and send to the Newsletter Director for dissemination to club members only.

Section 404 Duties of the Treasurer

–Attend Executive board meetings.

–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.

–Report the financial status of the club quarterly to the Executive Board, and make the report available to current membership upon request.

–Supervise the maintenance of a directory with the membership chairman.

Section 405 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 Director and Treasurer.

Article V – Membership Meetings

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

Section 502 Special General 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 for the Executive Board to pass any proposal. A quorum is defined as more than half of the Executive Board Members with voting privileges.

Section 605 At least two of the newly elected officers must sign signature cards at the bank annually following the election.

Article VII – Elections

The Officers shall be elected by Active Club Members on an annual basis. Each Officer shall hold office until such Officer's successor is elected or until such Officer's earlier death, resignation or removal.

Article VIII – Committees

Additional committees will be appointed as the need and volunteers arise.

Section 801 Proposed committees will operate under the direction of the Executive Board and may include but are not limited to the following.

–**Fund Raising** Increases net worth of club, advertise club activities to the public and dance community.

–**History** Keeps 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 by a two-thirds (2/3) vote of the Executive Board, 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.