

Constitution of Madison Scottish Country Dancers

7/11/2021

CONSTITUTION

ARTICLE I -- NAME

The name of this organization shall be "Madison Scottish Country Dancers".

ARTICLE II -- AIMS

The aims shall be

1. To practice and preserve Country Dancing as danced in Scotland.
2. To contribute to the cultural life of the community by promoting interest in and enjoyment of Scottish Country Dancing.
3. To maintain a close association with the Royal Scottish Country Dance Society, and encourage membership in that society.

ARTICLE III -- MEMBERSHIP

Membership shall be open to persons interested in the aims of the Dancers. Fees, as set forth in the By-laws, will be paid by all members.

ARTICLE IV -- GOVERNMENT

1. The Dancers shall be guided and governed by the Executive Committee consisting of the Chair, Vice-Chair, Treasurer, Secretary, up to two (2) At Large members and one (1) Teacher serving as an additional ex officio At Large member. If desired, an additional ex officio At Large member may be added to serve as ball chair.
2. The term of office shall be one (1) year for the Chair, Vice-Chair and the two (2) voting Members At Large. The Vice-Chair shall succeed the Chair each year. The Treasurer and the Secretary shall serve terms of two (2) years. The Treasurer shall be elected in odd numbered years and the Secretary shall be elected in even numbered years. After two (2) consecutive terms of office, a year must elapse before an officer may be re-elected to the same position, except in the event that person is appointed to the Committee for the purpose of completing the term of a person who has resigned, in which case the remainder of the term will not be considered to be a part of the limitation.

No member shall serve on the Committee for more than five (5) consecutive years, teacher excepted. If candidates cannot be found to replace officers, term limits may be extended.

3. A quorum of the Committee shall be as set down in the By-laws.
4. The Committee shall have the power to appoint sub-committees as required.
5. Should a vacancy occur on the Committee between Annual General Meetings, the Committee shall have the power to fill the vacancy.

ARTICLE V -- DUTIES OF OFFICERS

1. CHAIR The Chair shall preside at all meetings. The Chair shall have a casting vote to break ties. The Chair will call regular Committee meetings in the best interests of the Dancers and lead the discussion with accurate statements of fact. With the advice and assistance of the Committee, the Chair shall be responsible for the delegation of the organization of all dances with the exception of the regular weekly classes.
2. VICE-CHAIR The Vice-Chair shall assist the Chair in the performances of the Chair's responsibilities and shall preside over committee meetings and weekly announcements in the absence of the Chair. Reservations for rooms for regular classes and dancing and for special events shall be the responsibility of the Vice-Chair.
3. SECRETARY The Secretary shall record the minutes of all meetings. The Secretary shall attend to all correspondence. The Secretary shall bring to the attention of the Chair all outside correspondence with other branches, societies or persons.
4. TREASURER The Treasurer shall collect and bank monies and account for all finances of the Dancers. The Treasurer shall make payments and settle accounts as approved at a Committee meeting or by the approval of the Chair and at least one other Committee member. The Treasurer will present the account report at Committee meetings.
5. MEMBERS AT LARGE Up to two (2) MEMBERS AT LARGE shall assume duties as defined by the committee. The number of MEMBERS AT LARGE shall be determined by the outgoing committee.
6. TEACHER Teachers must have the full teaching certificate of the RSCDS and shall guide and instruct the dancers in the true form as prescribed by the manual of the RSCDS. In the absence of fully qualified teachers, persons holding preliminary certificates of the Society may serve. These teachers shall be the ruling authority as to teaching and in consultation with each other, shall assess the progress of individuals and determine their place in groups. In matters of policy, the teachers shall be bound by the decision of the Committee.

ARTICLE VI -- ALTERATION OF CONSTITUTION

1. The Dancers shall be governed by the Constitution and By-laws approved by the Dancers at a General meeting.
2. Any proposal to alter the Constitution shall be submitted to the Secretary in writing four (4) weeks before an Annual General Meeting. The Secretary shall inform the

membership of the proposal at least three (3) weeks prior to the Annual General Meeting. Acceptance of the proposed alteration of the Constitution shall require a two-thirds (2/3) vote of members present.

BY-LAWS

1. ADMISSION OF MEMBERS

Individuals wishing to become members may do so in meeting the requirements of Article III of the Constitution. Members must abide by the Constitution and By-Laws of the Dancers.

2. FISCAL YEAR

The fiscal year is established as July - June.

3. FEES

Membership fees for the Royal Scottish Country Dance Society shall be set by the Executive Committee. The Madison Scottish Country Dancers will collect the annual subscription fees for the RSCDS. RSCDS fees shall be remitted by the Treasurer to the RSCDS in Edinburgh.

4. REGISTER OF MEMBERS

A list of members of the MSCD with their contact information shall be maintained and distributed to members. Members who move from Wisconsin shall not be considered as members for voting purposes.

5. NOMINATIONS

The Chair shall appoint a nominating committee to prepare a slate of candidates for offices of the Executive Committee to be presented at the Annual General Meeting. The committee shall consist half of members of the Executive Committee and half non-members. In the advent that a nominating committee cannot be identified, the Board shall prepare a slate of candidates. Membership shall be notified of the slate of nominees at announcement time on each of the four Sunday nights prior to the annual meeting by the nominating committee.

6. ELECTIONS

Election of members of the Executive Committee shall be determined by a majority vote at the Annual General Meeting. Prior approval of an individual's willingness to stand for office must be

obtained by the nominator. Election to office shall be by ballot unless by acclamation. Terms of office shall begin July 1.

7. ELECTION TO OFFICE IN ABSENTIA

Provided a member indicates to a nominating committee member prior to the Annual General Meeting their willingness to stand for office, they may, by majority vote, be elected to office in absentia.

8. MEETINGS

The Annual General Meeting will be called by the Executive Committee as soon as convenient after the end of the fiscal year. A Special General meeting may be called either:

1. By the majority of the Executive Committee or
2. By twenty (20) per cent of the members signifying their desire for such in writing to the Secretary. The Secretary shall inform the membership of either General meeting at least three (3) weeks prior to the meeting.

ORDER OF BUSINESS FOR ANNUAL GENERAL MEETING

1. Call to order.
2. Business arising from minutes.
3. Election of Executive Committee.
4. New business.
5. Announcements.
6. Adjournment.

ORDER OF BUSINESS FOR SPECIAL GENERAL MEETING

1. Call to order.
2. Reading of notice of meeting.
3. Business arising therefrom.
4. Adjournment.

9. QUORUM

No General Meeting can take place unless at least forty (40) per cent of the members resident in Wisconsin are present. A quorum for the Executive Committee shall be the greater of 3 or half the committee members.

10. MAJORITY VOTE

The majority vote at all meetings of the Dancers shall be a simple majority of members present.

11. FINANCES

1. The Executive Committee shall establish guidelines for reimbursement for expenses incurred in the interest of the Dancers.
2. The Treasury accounts for the Dancers shall be audited during the last three (3) months of the Treasurer's term of office.
3. The Treasurer shall provide the Executive Committee with a written summary accounting of the group's finances semi-annually (with a breakdown of assets, income, and expenditures by event and major operating categories). The Treasurer shall provide this accounting to the Executive Committee for approval prior to the annual meeting, and copies shall be provided to the membership at the annual meeting.

12. AMENDING THE BY-LAWS

The By-Laws of the Dancers may be amended by two-thirds (2/3) of the members present at a Special or Annual General Meeting. Any proposal to amend the By-Laws shall be submitted to the Secretary in writing four (4) weeks before a meeting. The Secretary shall inform the membership in writing of the aforesaid proposal at least three (3) weeks prior to a meeting.

13. DISSOLUTION OF THE DANCERS

Dissolution of the Dancers shall require a two-thirds (2/3) majority vote of members. The Executive shall liquidate the assets of the Dancers and all monies derived therefrom shall be used to further the cause of Scottish Country Dancing.

14. AUTHORITY OF CONSTITUTION AND BY-LAWS

The foregoing Constitution and By-Laws shall guide and rule the actions of the Dancers until modified in the General Meeting, as outlined in Article 12 of the By-Laws.