

ROSETOWN RAMBLERS
CONSTITUTION AND BYLAWS
Amended April 12, 2025

Preamble

The members of the Rosetown Ramblers are banded together in a spirit of friendliness and good fellowship to share and promote the pleasures of square dancing. To pursue this goal, we hereby establish these Constitution and Bylaws.

ARTICLE I NAME OF ORGANIZATION

The name of this not-for-profit social organization shall be the Rosetown Ramblers.

ARTICLE II PURPOSE

The club shall be primarily an organization for the lesbian, gay, bisexual, transgender, and queer community, but shall be open to all who support our community. It shall be our collective purpose to encourage and provide opportunities for square dancing and the teaching of square dancing, and to promote understanding through friendship among our members for the common benefit of all.

ARTICLE III MEMBERSHIP

- A. Membership is open to anyone who has graduated from a Social Square Dance (SSD), Mainstream, or Plus class or who has demonstrated to the satisfaction of a majority of the members of the Board of Directors the ability to dance at least the SSD program.
- B. Membership is open to any person who is sympathetic to the stated purpose, policies, and regulations of this organization.
- C. Active members shall consist of those members who pay regular dues.
- D. Membership is renewed annually for the calendar year. New members who join after March 31 shall have their dues prorated for the number of full calendar months of membership during their first membership year.
- E. Students who have paid the class fee shall be voting members of the club (and shall not be responsible to pay separate membership dues) through the first June 30 after they start classes.

ARTICLE IV BOARD OF DIRECTORS

A. Structure

- 1. The Board of Directors shall be composed of six (6) positions elected from the general membership and one (1) Class Representative elected from each new SSD or Mainstream class.
- 2. The Board of Directors shall consist of the following positions: President, Secretary, Treasurer, two (2) Members- at-Large, Membership Coordinator, and

a Class Representative.

3. The Executive Committee shall be composed of the following: President, Secretary, and Treasurer.
4. Board of Directors elections, with the exception of the Class Representative, shall be held at the annual general meeting.
5. Terms of office shall be one (1) year. For Directors other than the Class Representative, the term shall begin immediately upon adjournment of the annual general meeting at which the Director is elected and shall continue until adjournment of the next annual meeting.
6. The Class Representative shall be designated by each class at its graduation dance. The Class Representative shall hold office until the next Class Representative is designated.
7. The Board may declare a position vacant when a member is absent for two Board meetings without due cause, is negligent in the performance of the duties of his/her office, or when a letter of resignation has been submitted to and accepted by the Board.

B. Elections

1. Members who wish to be considered for election to the Board of Directors shall notify the Secretary to have their name placed on the ballot for a specific office. Ballots will be distributed to all members at the annual general meeting of the membership. Voting will be by secret ballot. However, if any nominee is running unopposed for a position, no ballot shall be required and unopposed nominees can be elected by voice vote. Written proxies will be permitted. Ballots shall be counted by a club member, designated by the Board, who is not running for office.
2. A special election shall be held if the number of filled Board positions drops below a simple majority of the total number of Board positions (a simple majority is defined as greater than 50% of the total number of filled and vacant positions). The election shall be held no later than four (4) weeks after the vacancy occurs.
3. The club membership must be notified, at least 21 days in advance, of any club meeting at which a vote will be taken to fill a Board position or to amend these bylaws.

C. Appointments

1. The Board shall have the authority to fill a Board position vacancy by appointing a current Board member to fill the vacancy. For example, if the Treasurer were to resign or otherwise vacate that position, another Board member could be appointed to the Treasurer position for the remaining portion of the term.
2. The Board shall have the authority to appoint special committees, representatives to other organizations (—e.g., the International Association of Gay Square Dance Clubs (IAGSDC)), and people to perform specified tasks within the club.

D. Responsibilities of the Board of Directors

1. President. The President shall conduct all Board and club meetings; call special Board and club meetings, as the President deems necessary; ensure that the club's business and activities are carried out in accordance with the Bylaws; volunteer, or be appointed, to committee(s) as needed to insure the adequate planning and operation of club meetings, dances, classes, or other events.
2. Secretary. The Secretary shall take minutes of Board and club meetings; distribute minutes to the Board for revision and approval at a subsequent Board meeting; and ensure that an up-to-date club roster, including addresses and phone numbers, is maintained.
3. Treasurer. The Treasurer shall keep financial records and be financially responsible; prepare a Treasurer's report to be presented at regular Board meetings and made available to the membership; prepare an annual budget for approval by the Board; be responsible for ensuring that monthly dues, class fees, and dance fees are collected; maintain a list of paid members and provide the list to the Secretary for preparation of the club roster; and prepare a financial report to be presented at the annual club meeting.
4. Members-At-Large. Members-at-Large shall represent the views and concerns of the general membership and assist the Board as needed with various tasks or committees.
5. Class Representative. The Class Representative shall (a) represent the views and concerns of the class to the Board; (b) work with the Membership Coordinator to recruit students for the next year's classes; and (c) help students integrate into the club as regular members following graduation. The Class Representative shall be a full voting member of the Board.
6. Membership Coordinator. The Membership Coordinator shall help build strong relationships among club members; maintain the club's membership directory; act as liaison between the membership and the Board; promote club dances, lessons, and social activities; coordinate the annual membership drive and renewals in October, maintain the membership roster, and, in cooperation with the Treasurer, track membership payments; and coordinate with the Class Representative to recruit students and help students transition to regular membership following graduation.

ARTICLE V DUES AND FINANCES

- A. Dues for active members shall be a predetermined fee schedule established by the Board of Directors.
- B. The organization shall maintain a checking account with any chartered bank, and all monies received will be deposited therein. Any checks drawn on the club's account will be signed by either the President or Treasurer.
- C. The President or Treasurer shall be authorized to disburse club funds by a simple

majority vote of the Board present at any meeting. No funds shall be spent without Board approval.

- D. This is a not-for-profit social organization. Dues and other monies received will be spent entirely for carrying out the stated purposes of the club. The club may compensate individuals for instruction, calling, or other work of a specialized nature. Individuals who receive remuneration from the club are not eligible to serve on the Board.

ARTICLE VI MEETINGS AND QUORUMS

- A. Business meetings: The Board shall schedule regular business meetings, and any Board member may call for a special meeting of the Board. These meetings are open to all club members. All members present may express their views, but all final decisions shall be left up to a vote of the Board members.
- B. Annual Membership Meeting. The annual membership meeting shall be held in April.
- C. Quorums: A quorum for the conduct of business by the Board shall consist of a simple majority of the total number of Board positions. A quorum for the conduct of business at a club meeting shall consist of a simple majority of club members present at a duly announced club meeting.
- D. Executive Committee Meetings: Any member of the Executive Committee shall be empowered to call for an Executive Session. Executive Sessions are confidential and shall be attended solely by the Executive Board Members and any person or persons who, by consensus, the Executive Committee invites.
- E. The Executive Committee may conduct business by majority vote (two out of three votes in agreement) and may vote on any emergency budget changes as advised by the Treasurer. Decisions of the Executive Committee must be ratified by the full Board of Directors at the next full board meeting.

ARTICLE VII DRESS CODE AND CONDUCT

- A. Dress Code: Dress code shall be established by the Board of Directors in consultation with the club members. Normally accepted grooming standards must be practiced by all members.
- B. Conduct: Disruptive behavior will not be tolerated. No other restrictions are placed on any member unless excessive use of alcohol or drugs directly affects their ability to dance.

ARTICLE VIII INSTRUCTIONAL CLASSES

- A. The Board of Directors is responsible for ensuring that appropriate instructional classes are available on a regular basis.
- B. Class members shall be eligible to become regular club members upon graduation from a Ramblers class.
- C. Any class member who misses three (3) weeks of instruction may be dismissed from the class at the discretion of the instructor.

ARTICLE IX ESTABLISHMENT OF CONSTITUTION AND BYLAWS

- A. The amended Constitution and Bylaws shall become effective upon approval by a majority vote of club members present at a designated club membership meeting.
- B. Amendments may be proposed by any club member. The Board of Directors will present the amendment(s) to the club members. An amendment will become effective upon approval by a majority vote of club members present at a designated club meeting.
- C. The official copy of the Constitution and Bylaws shall be in the possession of the club Secretary.

The Amended Constitution and Bylaws were adopted by the membership at the annual membership meeting on April 12, 2025.

/s/ Jeffrey Knapp

Jeffrey W. Knapp, President

/s/ Eileen Pettycrew

Eileen Pettycrew, Secretary