

# **BYLAWS OF THE GRAND RIVER SQUARES**

## **ARTICLE I - NAME AND PURPOSE**

### **SECTION A - NAME**

- 1) The name of the club shall be “Grand River Squares.”

### **SECTION B - FOUNDING**

- 1) The club was founded by Chuck Novak February 9, 1988 and the bylaws were adopted March 15, 1994, revised July 8, 1997, revised March 27, 2007, revised February 27, 2015.

### **SECTION C - OBJECTIVE**

- 1) To provide opportunities for members of the GLBT community and their friends to square dance.
- 2) To develop square dancing skills within the GLBT community.
- 3) To encourage the recreational and social aspects of square dancing.
- 4) To foster a sense of community among members of the Grand River Squares.
- 5) To provide a safe environment for the above.
- 6) To provide opportunities for the members to connect with the GLBT community of West Michigan.

## **ARTICLE II - OFFICERS**

### **SECTION A - OFFICERS**

- 1) The governing body of this club shall be known as the Board of Officers.

### **SECTION B - BOARD OF OFFICERS**

- 1) The Board of Officers shall consist of President, Vice President, Secretary, and Treasurer that are elected positions and also the Instructors that are appointed positions.
- 2) The Board of Officers (President, Vice President, Secretary, and Treasurer) shall be elected by a simple majority of the voting members.
- 3) The Board of Officers will appoint class instructors.
- 4) The purpose of the Board of Officers shall be to provide direction for the club, authorize spending, create committees and oversee committee activities, appoint instructors to the Board, assess membership dues and class fees, appoint IAGSDC representatives, ensure that the club follows IAGSDC rules, and negotiate and enter into contracts.

## SECTION C - DUTIES OF OFFICERS

- 1) President
  - a) Preside at all meetings
  - b) Appoint persons/committees as needed to carry out club business
  - c) Schedule meetings
  - d) Communicate with club members and other organizations
- 2) Vice President:
  - a) Assume the duties of the President in case of the President's absence
  - b) Organize publicity and advertising
  - c) Order uniforms, badges, etc.
  - d) Oversee club promotional activities
  - e) Act as official greeter
  - f) Schedule dances and other activities
- 3) Secretary
  - a) Record minutes of club meetings
  - b) Handle the correspondence
  - c) Maintain membership lists, birthday list, snack list
- 4) Treasurer
  - a) Account for all club funds
  - b) Collect fees and dues
  - c) Disburse these funds as necessary
  - d) Keep accurate record of all the club's funds
  - e) Make a monthly report and present a written annual report in October
- 5) Instructor
  - a) Coordinate classes
  - b) Work with students to keep them involved
  - c) Monitor participation in club activities, make recommendations and assist in increasing such participation
  - d) Assist other instructors
  - e) Make recommendations to the board

## SECTION D - NOMINATIONS AND ELECTIONS

- 1) A nominating committee of at least two persons will be appointed by the President four weeks prior to the election date.
- 2) Nominations for elective positions will be made to the nominating committee no later than two weeks prior to the date of the election.
- 3) The nominating committee will post a list of nominees at least one week prior to the election date.
- 4) Nominations may also be made from the floor on the day of the election, provided that the nominee has been contacted and agreed to serve if elected.
- 5) Election of Officers will be made two weeks prior to assuming duties. This time will be considered a "turnover" period for orientation. Terms will run from November 1 to October 31.

## SECTION E - IAGSDC

- 1) The Board of Officers will appoint a representative and an alternate representative to the IAGSDC (International Association of Gay Square Dance Clubs, a lesbian and gay square dance organization). Representatives shall report to the board regarding IAGSDC business. The club will adhere to the rules and regulations of the IAGSDC.

## **ARTICLE III - MEMBERSHIP**

### SECTION A - QUALIFICATION FOR MEMBERSHIP

- 1) Membership in the Grand River Squares shall be open to any person who is supportive of the stated purpose of the organization.
- 2) Active members shall have paid annual dues, class fees, and shall have attended eight class nights.

### SECTION B - MEMBER VOTING

- 1) Only persons listed with the Treasurer as having active membership may vote on an issue before the club.
- 2) Proxy ballots will not, at any time, be acceptable.

### SECTION C - DETERMINATION OF DUES AND CLASS FEES

- 1) Membership dues will be payable each January to cover the period January 1 to December 31.
- 2) New members joining after July 1 may elect to pay ½ of the required dues amount for the first year.
- 3) The Officers will determine the membership dues, class fees and dance fees.

## **ARTICLE IV - MEETING AND QUORUMS**

### SECTION A - BOARD OF OFFICERS

- 1) Board meetings shall be held at least twice a year. Additional meetings may be scheduled as needed.
- 2) Three Officers must be present to conduct a meeting.
- 3) Board meetings shall be open for all members to attend, but only the Board members may vote.

### SECTION B - GENERAL MEETINGS

- 1) A general meeting of the membership shall be held at least twice a year. Additional meetings may be scheduled.
- 2) General meetings will be held during class time.
- 3) A general meeting of the membership shall be held at the discretion of the Board.

## **ARTICLE V - REPLACEMENTS**

### **SECTION A**

- 1) Any Board member who is unable to complete the full term of office may submit a resignation verbally or in writing. The presiding Officer, with the advice and consent of a majority of the Board of Officers, will appoint another individual to complete the remaining term. This appointment shall not act to prevent the individual from being elected.

## **ARTICLE VI - ANTI-DISCRIMINATION**

### **SECTION A**

- 1) The club shall not, in any manner, or in membership, discriminate against any person on the basis of age, disabilities, height, weight, marital status, national origin, race, creed, color, ethnicity, socio-economic class, HIV status, religious or political affiliations, gender, sexual identity, or affectional orientation.

## **ARTICLE VII - EFFECTS**

### **SECTION A - AMENDMENTS TO BYLAWS**

- 1) Amendments to these bylaws may be proposed by any voting member and shall be submitted in writing to the President. The proposed amendments shall be discussed at the following two (2) class nights and voted upon at the third. The proposed amendment must pass by a simple majority of the club membership.

## **ARTICLE VIII - DISSOLUTION/DISPOSITION**

### **SECTION A - DISSOLUTION OF THE CLUB**

- 1) Upon the dissolution of Grand River Squares, any assets and funds remaining after all liabilities and obligations of said club have been paid, shall be distributed to such non-profit organizations as shall be selected by the remaining members.

### **SECTION B - BOOKS AND RECORDS**

- 1) The organization shall keep correct and complete books and records of accounts and shall also keep minutes of the proceedings of its members and Officers.
- 2) All of the books and records of the organization may be inspected by any member or his/her agent or attorney for any proper purpose at any reasonable time.
- 3) The fiscal year of the organization shall begin on the first day of January and end on the last day of December.

## **ARTICLE IX - SIGNING**

The undersigned members of the Board of Officers of the Grand River Squares certify that on February 27, 2015 by resolution, duly seconded and passed by a majority of votes of the membership, the foregoing bylaws were revised consisting of Articles I through IX inclusive.

***(Signature on File)***

President (David Fallen)

***(Signature on File)***

Vice President (Kim Woods)

***(Signature on File)***

Secretary (Ruby-Logan Watson)

***(Signature on File)***

Treasurer (Birthe Johannesen)

***(Signature on File)***

Instructor (Chuck Novak)

### **Current Board Members as of May 14, 2018:**

Co-Presidents - Robin Bennett & Marty Rodriguez

Vice-President - Mary Jewell

Treasurer - Birthe Johannesen

Secretary - Carol Bauer