

SWINGING SQUARES

BY-LAWS

As amended February 17, 2016

1.0 CLASS

- (a) Reaffirm the regulation that the class is open for three(3) weeks including Fun Night, after which persons may not join the class.
- (b) Persons who have missed three (3) classes in a row shall not be allowed to continue without the Caller's permission.
- (c) Persons who have previously danced may join the class, with approval of the Caller.
- (d) One (1) admission will be free to any in the first three (3) weeks of a class.
- (e) A welcome sheet will be presented to new class members welcoming them to the class and will include rules and regulations pertaining to attendance participation and graduation.

2.0 CLUB THEME CALL

The Club Theme Song will be the "Grand Colonel Spin".

3.0 FISCAL YEAR

- (a) The fiscal year shall run from January 1 to December 31.
- (b) The Treasurer's Annual Report will cover the period from January 1 to December 31

4.0 DUES

Members dues will be determined by the board and approved by club members, payable in the month of March (prior to the Annual meeting) or during the month of acceptance into the club.

5.0 CLUB AFFILIATIONS

Membership must be maintained in the following organizations

- (a) SEMCA (South East Massachusetts Coordinating Association)

(b) RIFSRDC (Rhode Island Federation of Square and Round Dance Clubs)

6. ALCOHOL, ILLEGAL DRUGS and SMOKING

NOT permitted in the building at any Swinging Squares event.

7. BOARD MEETINGS

(a) A summary of the minutes of all meetings will be posted the following Monday at the class/workshop.

(b) Board meetings will not be held during Club functions such as class/workshops, dances etc.

8.0 BADGES AND TITLE BARS

(a) Members of the Board are entitled to wear a title bar attached to the club badge indicating they are members of the Board. It shall read "Board Member" and be supplied by the Club.

(b) Officers of the Board, elected by the members of the Board, shall be entitled to wear only the following title bars- Chairperson, Vice- Chairperson, Secretary, Treasurer. The Club will supply these bars. Board members are encouraged to wear their Club badges with appropriate Title Bar to all Club functions.

(c) Only members in good standing are entitled to wear the Swinging Squares badge and are encouraged to wear them to all Club functions.

(d) Class members will be issued temporary name badges. These badges will be collected at the end of each workshop. Once the February Beginners Ball is held the class will be responsible for keeping their own badges and wearing them to all Club functions. Upon graduation class members joining the Club will be provided a permanent Swinging Squares badge.

9.0 Program

(a) Is responsible for negotiating and signing contracts with the halls, callers and cuers.

(b) Program scheduling must be completed two (2) years in advance.

(c) Callers and cuers should be contacted and confirmed one (1) week prior to the dance.

10.1 Hospitality

Will be responsible for the following functions at class/workshops and dances.

- (a) Insure that refreshments are available at dances.
- (b) Supervise set-up and clean-up of the areas used for the refreshment break.
- (c) Purchase kitchen supplies and ingredients for refreshments.
- (d) Club members will supply finger foods for each dance.

10.2 Publicity

Will be responsible for publicizing all Club events by announcements in

- (a) Newspapers, flyers, RIFSRDC and SEMCA dance calendars.
- (b) At Club functions and via the Chairperson's monthly newspaper or by post card.
- (c) Monitor square dance website for information and schedules for accuracy.

10.3 Sunshine

Will be responsible for sending a

- (a) Floral arrangement, a fruit basket or appropriate donation from the Club on the passing of a Club member.
- (b) Card on the passing of a members family.
- (c) Card to a Club member in the event of an illness or special occasion.

10.4 Door Prizes

Treasurer will be responsible for the handling of door prizes

- (a) Free admission - one single at a workshop and one couple at a dance.
- (b) Six squares - Three (3) door prizes, Eight squares- four (4) door prizes and ten squares - five (5) door prizes.
- (c) If the door prizes are donated adjustments will be made accordingly.

10.5 Activities

Will be responsible for outside Club activities such as but not limited to

- (a) Away dances

(b) Bus trips

(c) Any other activities planned to fulfill the social aspect of the Club Activities costs are to be borne by the Club members unless otherwise stated.

10.6 Banner Chairperson

Will be responsible to

(a) Set up raids/retrievals calendar and have it established by October.

(b) If the Banner Chairperson is unable to attend a raid or retrieval he/she will notify the Chairperson.

10.7 Class Co-Coordinator

Will be responsible to

(a) Call a class member who is absent for two (2) weeks.

(b) Encourage class members to attend Beginners Balls and try to organize car pools.

(c) Keep class members notified of our own clubs events as well as other Clubs.

(d) Attend Swinging Squares Beginners Ball and other Clubs class dances as frequently as possible.

(e) Listen to class members problems pertaining to the Club and dancing and help find a solution to the problem.

11. EXEMPTIONS

The Treasurer and his/her partner or persons designated by the treasurer to act on his/her behalf are exempt from paying fees for the dances and workshops.