BY-LAWS

of the

FLORIDA ASSOCIATION OF NATIONAL SQUARE DANCE CAMPERS, INC.

The BY-LAWS of the Florida Association of National Square Dance Campers shall be in accordance with those of the National Square Dance Campers Association, Inc. with such variations as necessary to provide for the special requirements of the Florida Association.

ARTICLE I ASSOCIATION NAME

The name of the Florida State Association incorporated as a Chapter S-1 corporation shall be "THE FLORIDA ASSOCIATION OF NATIONAL SQUARE DANCE CAMPERS, INC." hereafter referred to as the Association.

ARTICLE II OBJECTIVE AND PURPOSE

Section 1 OBJECTIVE

The objective of the Association shall be to provide an opportunity to encourage those interested in square and round dancing, and camping, to combine these activities for mutual enjoyment, to permit each member the opportunity of sharing in the responsibility of membership in the Association, to promote square dance camping and to organize, coordinate and plan the Association's annual Camporee.

Section 2 PURPOSE

The purpose of the Association shall be to provide non-profit entertainment and support for the members of the Chapters of the State of Florida, members of other Chapters and their guests.

ARTICLE III MEMBERSHIP

1. Membership in the Association is open to members of NSDCA Chapters within the State of Florida.
2. Any group receiving recognition as a new Chapter of NSDCA in the State of Florida automatically becomes a member of this Association.

3. At no time will any officer or member of the Association receive payment for their services unless specifically established in these By-Laws and the accompanying Standing Rules.

ARTICLE IV BOARD OF DIRECTORS AND OFFICERS

Section 1 1. BOARD OF DIRECTORS

1. The Board of Directors, hereafter referred to as the Board, shall consist of the present Association officers (Executive Committee; Article VIII, Section 1), the immediate Past President, each Chapter Representative, the Camporee Chairperson and Camporee Vice-Chairperson.
2. The administration of the affairs of the Association shall be the responsibility of the Board.

Section 2 OFFICERS

1. The elected officers of the Association shall be a President, Vice President, Treasurer and Secretary.
2. Each office may be filled by a couple or by an individual. References to all offices and leadership positions in these By-Laws will be in the singular, but it shall be understood that the reference may refer to a couple.
3. No member may become an officer of the Association until they have been a member of the Association for one (1) full year and shall be listed as members in good standing.
4. Officers shall be elected for a one (1) year term.
5. Term of Office
    a. No member may serve in the same Office for more than four (4) consecutive terms unless extenuating circumstances prevent that position from being filled.
        i. If a position extension is required, the full Board must approve the position extension and the membership must confirm their decision during the election which is held during the General Meeting.
    b. A member may not serve more than eight (8) consecutive years as a Board member unless extenuating circumstances prevent that position from being filled.
        i. If a term extension beyond eight (8) years is required, the full Board must approve the extension and the membership must confirm their decision during the election which is held during the General Meeting.

ARTICLE V DUTIES AND RESPONSIBILITIES

Section 1. BOARD OF DIRECTORS

1. The Board shall appoint a Camporee Chair and Vice-Chair who shall be responsible to the Association for the organization and coordination of committee chairpersons planning the annual Camporee.
2. Other Association leadership positions may be appointed by the Board as prescribed in the Association Standing Rules.
3. Should a vacancy occur in any office specified by these By-Laws, a successor shall be appointed by the Board to fill the unexpired term.

Section 2 PRESIDENT

The President shall:

1. Preside at all Association meetings, serve as chairperson of the Executive Committee, the Board and be an ex-officio member of all committees.
2. Appoint a Nominating Committee, an Audit Committee and other committees subject to approval of the Executive Committee.
3. Not vote on issues before the Board except to break a tie vote.

Section 3 VICE-PRESIDENT

The Vice President shall perform the duties of the President in his/her absence and otherwise perform such other duties as designated by the President or Board.

Section 4 SECRETARY

The Secretary shall keep a record of the complete proceedings of all meetings of the Association and meetings of the Board, be responsible for the distribution of all meeting minutes, and be responsible for all correspondence pertinent to the affairs of the Association.

Section 5 TREASURER

The Treasurer shall:

1. Have custody of all funds of the Association and shall deposit all funds of the Association in the name of the Association in a bank or other appropriate financial institution.
2. All withdrawals of such funds shall be on checks or orders signed by the President, Vice President or Treasurer, and as authorized by the Board of Directors.

3. Prepare and submit a statement of the financial condition of the Association at all regular meetings and at such times and in such manner as the Board may require.

Section 6 CAMPOREE CHAIR

The Camporee Chair shall:

1. Negotiate and secure a contract or agreement for the Camporee facilities at least nine (9) months before the Camporee date and supply a copy to the Board.
2. Identify, obtain or secure the necessary Staff of chairpersons for all standing and ad-hoc committees from the membership of FANSDC Chapters and advise them of their duties and responsibilities.
3. Identify, obtain or secure the services of a Dance Program Chairperson.
4. Attend all Board meetings to review the entire Camporee program.
5. Prepare and submit to the Executive Committee for review and approval, a complete roster of names, address, telephone numbers and duty assignments of the Camporee Staff or chairpersons, and vice-chairpersons involved in planning of the annual Camporee.
6. Submit progress reports to the Board as requested.
7. Advise, mentor or train the Camporee Vice Chair with regard to the duties and activities of the Camporee Chair.
8. Prepare registration ribbons for the annual Camporee and deliver them to the Treasurer for distribution.
9. Prepare the Camporee registration form to comply with the specific needs of the Camporee.

Note: Ribbons and registration forms are to be available as early as the Camporee preceding the one for which the Chair is responsible or not later than the winter Board meeting, depending on the current planning schedule chosen to be executed.

Section 7 CAMPOREE VICE-CHAIR

The Camporee Vice-Chair shall:

1. Assist the Camporee Chair in all matters pertaining to the organization and coordination of committee chairpersons planning the annual Camporee.
2. Assume the duties of the Camporee Chairs in their absence.
3. Seek out a suitable site for the annual Camporee that they will chair and bring recommendations to the Board of Directors for their consideration and/or approval by the January or February Board meeting of the year preceding their term of office as Camporee Chairs.

ARTICLE VI MEETINGS

Section 1 ANNUAL GENERAL MEMBERSHIP MEETING

1. The general membership meeting of the Association shall be held during the annual Camporee.
2. In all matters brought before the general membership of the Association for consideration, each individual member shall have one (1) vote.

Section 2 BOARD MEETINGS

1. The Board shall conduct four (4) regular meetings each year at approximately (3) three-month intervals. One meeting shall be conducted at the annual Camporee. The remaining three (3) should be scheduled to be held in January or February, April or May, and August or September, but not later than 30 days prior to the Camporee.
2. All members of the Board shall be given due and adequate prior notice of at least thirty (30) days of the meeting place, date, time and issues to be discussed. Meetings may be held face-to-face, by phone conferencing, or by video conferencing (e.g., Zoom, Microsoft Teams, or Google Meet).
3. Any member may, in writing addressed to the Secretary and in advance of any such meeting, request the Board to bring up for discussion any matter which may be of interest to the Association.
4. In all matters brought before the Board for consideration, each individual Board member shall have one (1) vote.
5. Additional or special meetings of the Board may be called by the President of the Association at the President's discretion, or when requested to do so by three (3) members of the Board. All discussion at such special meetings shall be limited to the topic for which the meeting was called.
6. In addition to all Board members, meeting notices shall be sent to all Chapter Representatives and Presidents. It shall be the responsibility of each Chapter to inform its membership of the proposed agenda and business to be undertaken at any Board meeting.

Section 3 CAMPOREE STAFF MEETINGS

1. Conduct sufficient but not less than four (4) Camporee Staff meetings throughout the year preceding the Camporee to ensure the success of the annual Camporee.
2. If desired, the Camporee Staff Meetings may be combined with the Association Board meetings.

ARTICLE VII QUORUM

A majority of the members of the Board present at any Board meeting shall constitute a quorum for the transaction of business. The members at any regularly called meeting of the Association as a whole shall constitute a quorum for the transaction of business.

ARTICLE VIII COMMITTEES

The President of the Association, and in his/her absence, the Vice President, may appoint committees on programs, membership, expansion and such other committees as s/he shall deem advisable to further the interests of the Association and its members, and to delegate to such committees such power and authority as the Board shall deem advisable.

Section 1 EXECUTIVE COMMITTEE

1. The Executive Committee shall consist of the Association officers.
2. The Executive Committee is responsible for managing the Association's ongoing and day-to-day affairs that are not otherwise specified in the By-Laws and Standing Rules, and which do not require approval from the Board or General Membership.
3. At Executive Committee meetings, each office position shall have one (1) vote on all matters pertaining to the Association.

Section 2 NOMINATING COMMITTEE

1. The Nominating Committee shall consist of at least two (2) members which are selected from the Association Chapter Representatives. Each Chapter may provide only one (1) member to the Nominating Committee.
2. A chairperson for the Nominating Committee shall be appointed by the President.
3. The nominees selected by the Nominating Committee shall be provided to the Board at the August or September Board meeting for review and vetting by the Board.
4. The Nominating Committee shall present a slate of officers at the annual General Membership Meeting.

ARTICLE IX ELECTIONS

1. Election of officers shall be conducted at the annual General Membership Meeting.
2. Nominations may be accepted from the floor with advance permission of the nominee.
3. If more than one couple or individual is nominated for an office, an election shall be conducted with paper ballots.
4. If the slate of nominees presented by the Nominating Committee is not contested and no other nominees are placed into nomination from the floor, a motion may be made to accept the slate as presented.
5. Newly elected officers shall take office at the close of the annual Camporee following their election with the exception of the treasurer.
6. The newly elected Treasurer shall take office after the annual audit is completed but not later than the January Board meeting. For details on the annual audit, see Standing Rules, FINANCE, item 1.

ARTICLE X DISSOLUTION

Upon dissolution of the Association, all assets of the Association shall be distributed to an officially recognized charitable organization to be selected by the Board prior to dissolution. No assets shall be distributed to any member of the corporation.

ARTICLE XI AMENDMENTS

1. The By-Laws may be amended at any General Membership meeting of the Association by a majority of members present.
2. A notice setting forth the proposed amendments shall have been distributed to all members at least sixty (60) days prior to the date of such meeting.
3. The Board shall have considered such amendments and submitted their recommendations to the Association members.

STANDING RULES

of the

FLORIDA ASSOCIATION OF NATIONAL SQUARE DANCE CAMPERS, INC.

ANNUAL CAMPOREE

1. The annual Camporee shall be held during a week-end in October that is acceptable to the Board. A week-end means Thursday through Sunday.
2. In the event of emergency situations that may arise, the President, Camporee Chairperson(s), and the Treasurer may cancel a Camporee or any scheduled activity of a Camporee (i.e. weather, closure of campground, or other unforeseen circumstances). A special Board meeting shall be held at the earliest available date to establish refund details and/or rescheduling. Chapter Representatives are encouraged to attend the meeting so that they can notify their respective Chapters of the meeting results.
3. Participation is open to all members of Florida Chapters, NSDCA members and other square dancers. Registration fee surcharges may be assessed for non-FANSDC members as established by the Board.
4. Participating dancers shall wear proper square dance attire to all dances unless otherwise posted. Casual dress is acceptable for all workshops. All clothing must be appropriate for the event to which it is worn.
5. Ribbons and name badges must be worn at all functions.

FINANCES

1. The outgoing Treasurer shall complete all financial transactions generated as a result of the annual Camporee and reconcile all accounts by the following December 1. The financial records shall then be presented to the Audit Committee for the annual audit and delivered to the newly elected Treasurer at the completion of the audit.
2. The Audit Committee will present its report at the January or February Board meeting.

CAMPOREE REGISTRATION

1. Registration fees shall be established by the Board for a three (3) day activity package to include all dances, dinners, after-parties, workshops, etc. with the exception of campsite fees. One (1) or two (2) day registrations will not be provided. Rally-rate campsite fees will be charged separately but will be payable/collected with the registration fee.

2. All non-FANSDC registrations will be increased by a non-member surcharge, the amount of which is determined by the Executive Committee or the Board.
3. For each camping family with children, the following schedule will apply: under fourteen (14) years of age, registration will be free of charge; children over fourteen (14) will be charged as single/individual FANSDC members.
4. The cut-off date for registration shall be not later than ten (10) days prior to the start of the Camporee. Exceptions may be allowed at the discretion of the Board or the Treasurer.
5. No refunds will be issued after ten (10) days prior to start date of the Camporee, except as provided for below.
6. The Board may permit refunds after ten (10) days prior to start date of the Camporee for unforeseen circumstances. All refund requests must be submitted in writing, addressed to the Treasurer. Only emergencies, illnesses or other justifiable causes will be accepted for a late refund.
7. Any refund issued will be reduced by the cost of the catered dinner if the refund request is received after the final guest count is submitted to the caterer.

CALLER/CUER QUALIFICATION AND RELATED ISSUES

1. All Callers and Cuers that participate in the regular dance program of a FANSDC Camporee in a performing capacity must be current members of a FANSDC Chapter, they must be the recognized Chapter Callers or Cuers for their Chapter, and they must provide evidence of a valid and current ASCAP/BMI registration. It is the responsibility of all FANSDC Chapters to notify the Association Secretary not later than the August/September Board Meeting of the identity of their Chapter Caller and/or Cuer. Callers, Cuers or other performing artists who do not meet these stated requirements must receive prior approval of the Board in order to participate as a performing artist at a FANSDC Camporee.
2. All FANSDC Chapter Callers and Cuers participating in a FANSDC Camporee shall be provided with a complimentary Camporee registration for themselves and one additional person. Campsite fees are not included in the complimentary registration and are the responsibility of the Caller/Cuer and/or their Chapter.

CAMPOREE COMMITTEE CHAIRPERSON RESPONSIBILITIES

The following committee chairperson responsibilities are not specific and detailed but include the most important and general responsibilities for each of the chair positions. All chairpersons report to, and are responsible to the current Camporee Chairperson and the Board of Directors.

1) Square Dance Program Chairperson

The Square Dance Program Chairperson shall:

a) Prepare a dance schedule, i.e.; hall, time, type (square, rounds, contras, workshops) and determine the level of dance.
b) Schedule daytime dancing and workshops to avoid conflict with sports, games or other activities if possible.
c) Prepare schedule of Callers from the list of Chapter Callers and allow sufficient time per Caller based on their participation at, and support of previous Camporees.
d) Select qualified Callers/Cuer to conduct workshops.
e) Arrange for substitutes in event a scheduled Caller is unable to participate.
f) Advise Callers of the calling schedule in advance of their arrival at the Camporee.
g) Schedule emcees and familiarize them with the equipment they will be working with.
h) Arrange for and conduct a Grand March.
i) Establish designated dancing areas.
j) Arrange for suitable sound equipment to be made available and arrange for the Treasurer to pay a rental fee to the individual whose sound equipment is being used. The approved equipment rental fee is $150.00. The fee is established by the Board prior to the annual Camporee and may be revised by the Board.

2) Round Dance Program Chairperson

The Round Dance Program Chairperson shall:

a) Prepare a round dance schedule for all weekend round dance events including participating Cuers and dance levels.
b) Schedule daytime dancing and workshops to avoid conflict with sports, games or other activities if possible.
c) Select qualified Cuers to conduct workshops.
d) Arrange for substitutes in event a scheduled Cuer is unable to participate.
e) Advise participating Cuers of the cuing schedule in advance of their arrival at the Camporee.

3) Vendor Chairperson

The Vendor Chairperson shall:

a) Contact vendors from previous Camporees to determine their interest. If space is available, new NSDCA vendors will be permitted if their wares do not conflict with previous vendors. Other vendors may be considered if space is available.

b) Negotiate vendor's' contracts by July 1st prior to the annual Camporee and ensure that each vendor is made aware of all vendor expectations including but not limited to the following:
    i. There will be a $50 vendor registration fee, which includes the vendor floor space and a half (1/2) page ad in the Camporee booklet.
    ii. Vendors who wish to eat with the general attendees at the catered dinner will be charged the current assessed meal fee for each person.
    iii. If the vendor requires tables to be provided, a table fee will be required if one has been established.
    iv. All vendors are responsible for the security of their wares when the exhibit area is closed.
c) Coordinate with the Camporee Chair to determine location and amount of space needed or available for the vendors.
d) Meet and assist all vendors when they arrive at the Camporee, notify the vendors of the open hours of the exhibit area, ensure that vendors comply with the hours and review all Standing Rules that apply to vendors.

4) Thursday Afterparty Chairperson
5) Friday Afterparty Chairperson
6) Saturday Afterparty Chairperson
7) Decorations Chairperson
8) Wagon Master
9) Catered Dinner Chairperson
10) Arts & Crafts Chairperson
11) Property Chairperson
12) Camporee Booklet Chairperson
13) Publicity Chairperson
14) Golf Chairperson
15) Games Chairperson
16) Coffee Chairperson
17) Saturday Entertainment Chairperson
18) Sunday Breakfast Chairperson

AMENDMENTS

These Standing Rules may be amended at any regular or special meeting of the Association Board by a majority of the members present, provided a notice setting forth the proposed amendment(s) shall have been distributed to all Board members at the previous Board meeting.