

Article 1 Name
Article 2 Life
Article 3 Objective
Article 4 Purpose
Article 5 Membership
 Regular Members
 Supporting Members
 Student Members
 Representation
 Rights & Privileges
 Membership Status
 Termination of Membership
 Membership Fees
 Delinquency Fees
Article 6 Termination of Membership
 Non Payment
 Recommendation
 Self-Termination
Article 7 Meetings
 Business
 Voting Privileges
 Quorum
 Special
 Notice
Article 8 Officers
 Elected/Appointed
 Term of Office
 Duties
 Re-election
 Vacancies
 Restrictions
Article 9 Board of Directors
 Membership
 Term of office
 Duties
 Function
 Eligibility
 Removal
Article 10 Conflict of Interest
Article 11 Constituent Limits
Article 12 Amendments
Article 13 Fiscal
 Payments
 Fiscal Year
 Fund Raising
 Non Profit Status
Article 14 Publication and Papers
 Authorizations
 Contributions
Article 15 Rules of Conduct

Constitution of

SWING DANCE CLUB HAWAII

(SDCH)

ARTICLE 1 NAME

The Club's name shall be known as the Swing Dance Club Hawaii. The abbreviation title shall be known as SDCH.

ARTICLE 2 LIFE

The Swing Dance Club of Hawaii shall have an unlimited life span, beginning with the date on which it was formed (1995) and shall be subject to the provisions of the following articles.

ARTICLE 3 OBJECT

The objectives of the Swing Dance Club of Hawaii are:

- To promote dialogue, cooperation and beneficial contacts and information among individual dancers, dance teams and other organizations in Hawaii or on the mainland*
- To provide contacts through publications, correspondence, e-mail and telephone*
- To maintain the foundation of the Swing Dance Club of Hawaii "Have Fun"*
- To aid dancers in the integration of promotion and sharing of creative ideas, music, and other dancing art forms for the fulfillment of objectives of the club*
- To maintain a dancing-educational-networking website on the world wide Internet*
- To sponsor dance activities, fundraisers, and dance festivals for members and non-member guests*
- To support and encourage dancers for competition*
- To offer public education, networking, and media relations to improve the understanding about the history and preservation of Swing dancing.*
- To promote Faith in humanity by selecting a local charity to support per year*
- To hold meetings for the presentation and discussion of dance activities, socials, FUN shops, etc.*
- To engage in International dialogue in support for planetary dancing diversity.*

ARTICLE 4 PURPOSE

-To encourage the growth of all types of swing dancing and related dancing through various dance venues.

-To raise the education level of Swing dancing to the dancing and non- dancing community.

-To promote friendship and professionalism within the club that will spread throughout the club and into the community.

ARTICLE 5 MEMBERSHIP

The membership of the Swing Dance Club of Hawaii shall consist of Regular Members, Honorary Members, Student Members and the Board of Directors.

1. Regular Members - All members shall be 21 year of age, in good standing within the club and the community.

2. Supporting Members - Individuals, organization or commercial establishment, who contribute financially to SDCH, Provide support to SDCH meetings and FUN shops or provide substantial material help with membership drives or other programs of SDCH. Membership shall be recommended and approved by the Board of Directors. The President and Board of Directors shall establish specific qualifications.

3. Student Members - Members must be regularly enrolled in school and/or pursuing an academic career.

4. Representation of the Swing Dance Club of Hawaii - Only members qualified by their duties within the SDCH may represent the SDCH privately and publicly.

5. Rights and Privileges - Members shall be entitled to all rights and privileges of membership in the Swing Dance Club of Hawaii except as otherwise specified in these bylaws. Student members under the age of 21 shall be non-voting and ineligible for holding office, yet may serve on any committee of the club where needed.

6. Membership Status - A member in good standing is defined as being on who has paid all membership dues. Members eligible and who are in good standing within the Swing Dance Club of Hawaii shall be allowed to vote.

7. Termination of Membership - Members will be terminated for the following reasons: Non-payment of dues, a recommendation from the officers of SDCH and the Board of Directors, Self-termination.

8. Membership Fees - The Board of Directors shall assess membership fees, dues and other levies. Annual fees shall be payable in advance to and shall be due on the first day of each year. \$15.00 per person 21 years and older. The Board of Directors shall assess membership fee for students 18 - 21 years on a case-to-case basis.

9. Delinquent Fees - Delinquent fees of membership shall become inactive in the club. During the inactive period, however, membership may be reactivated by full payment of fees. Members will be notified regarding status of membership.

ARTICLE 6 - TERMINATION OF MEMBERSHIP

1. Non-payment of dues - Membership to the Swing Dance Club

of Hawaii is automatically terminated after non-payment of dues for a period of one-year (1).

2. Recommendation of the Board of Directors - Membership may be terminated by the recommendation of the majority of the Board. Members must be notified regarding action before actual termination. Member may within one (1) month of notice, file an objection, which will be addressed at the next meeting or a special meeting of the Board.

3. Self-Termination - Any member may cancel his/her own membership at anytime by submitting in writing. Under these conditions, there will be no refund of dues.

ARTICLE 7 - MEETINGS

Annual, monthly or weekly meetings shall be called as needed by the President or Board of Directors. Any of these meetings shall follow these rules and procedures. Guidelines for each meeting shall follow Parliamentary Procedures at A glance.

1. Business Meetings

A. Business meetings shall be held for the exchange of information, election of officers, planning, and transaction of other business. President of the Board of Directors may call this meeting at anytime as needed. Meetings shall be about one (1) hour in length and consist of an Agenda.

B. Reports of activities of SDCH shall be submitted by the President, Vice-President, Secretary, Treasurer, and any special committee as noted.

C. Voting at meetings by members may be in person or by signed proxy filed with a person entitled to vote or with a member of the Board of Directors before the meeting. Those holding proxies shall keep the ballots of their principles a secret.

D. The Secretary shall record minutes of meetings of the Swing Dance Club of Hawaii and filed. All members of SDCH and invited guests may attend any meeting.

2. Voting Privileges - Only regular members of SDCH are entitled to vote. Voting shall take place at meetings, by mail or by proxy.

3. Quorum - Attendance must consist of not fewer than ten (10) percent of the qualified voters who are present either in person or by proxy. This shall constitute a quorum.

4. Special Meeting - Special meetings (committees) shall be called as needed under the direction of the President or the Board of Directors. All meetings shall be for advancing the objectives of the Swing Dance club of Hawaii. Committees shall be appointed by the President and may be abolished by him and approved by the Board of Directors.

5. Notice of meetings - Notice of meetings, except for special committee meetings, shall be announced to members at least twenty (20) days before the date of that meeting.

ARTICLE 8 - OFFICERS

1. Elected/Appointed Officers - The affairs of the Swing Dance Club of Hawaii shall be administered by the officers under the constitution and bylaws. Offices available are President, Vice President, Secretary, and Treasurer. These officers shall be elected or appointed at the annual meeting by secret ballot cast by voting members as specified in the constitution and bylaws. The candidate for each office receiving the highest number of votes shall be elected. In case of a tie, the Board of Directors shall decide.

a. Terms of Office - All officers shall hold office until a successor has been installed.

b. Duties of the President - Shall have general supervision of the affairs of SDCH. He/she shall preside at club meetings, executive meetings, and any other special meeting. He/she shall appoint members to head special committees (members in good standing), and shall be an executive member to all committees except the nominating committee.

c. Duties of the Vice President - Shall preside in office in the absence of the Director. He/she shall carry out all duties assigned by the President.

d. Duties of the Secretary - Shall keep a written record of all business of the SDCH and shall submit a written report of all records and dealings of the club to the President before all meetings. He/she shall submit to members of the club a written copy of all business meetings upon request. He/she shall handle all correspondence to and from the SDCH. He/she shall chair meetings in the absence of the President and Vice President as well as serve as Secretary.

e. Duties of the Treasurer - Shall exercise supervisory control over the books and accounts of the Swing Dance Club of Hawaii and the collection and deposit of all dues, fees, charges, and other obligations owed to the SDCH. All funds received shall be deposited in a non-interest bearing account in the name of the Swing Dance Club of Hawaii. He/she shall be responsible for preparing all submissions to the Internal Revenue Service, if necessary, and submit an annual report audited by a certified public accountant to the Board.

f. Re-Election - Board of Directors may elect the office of President, Vice President, Secretary, and Treasurer on-going until successors are installed.

g. Vacancies - All vacancies among the elected and appointed officers shall be filled by election or appointed by the Board of Directors.

h. Compensated Restrictions - No elected officer shall receive directly or indirectly and salary, compensation, or traveling expenses from the Swing Dance Club of Hawaii.

ARTICLE 9 - BOARD OF DIRECTORS

The purpose of the Board of Directors is for stability in the absence of officers. All responsibilities of the Swing Dance Club of Hawaii shall fall under the approval of the Board.

A. Membership of the Board - Members of the Board shall number not less than five (5) and no more than (10). Any regular member is eligible for election to the Board, which is then approved by the Founders of SDCH. A member can serve on the Board on going until a successor is installed. Founders of the SDCH are "Life" Board members.

B. Term of Office - There are no terms of election or removal of "office" for the Founders of the SDCH. A Board of Directors shall manage the SDCH in accordance with the provisions of this constitution and bylaws under which the SDCH is incorporated.

C. Duties - The Board of Directors shall, except otherwise provided in this constitution, be responsible for the overall management and policy making of the Swing Dance Club of Hawaii acting itself or through officers and committees. They shall be responsible for establishing club policies and formulating the general framework within which those policies will be implemented. They shall be responsible for assessing the annual dues for the membership.

D. Functions - Provide authoritative information regarding the SDCH to local groups, dance teams, members within the club and their guests, the public, and news media.

E. Eligibility - Members of the Board are to be an active member of SDCH, in good standing. All past (retired) Directors shall be eligible for position on the Board.

F. Removal of Officers and Board Members - Any member or Officer shall be removed by the Founders and Board by a majority vote. If the Founders, Officers, or members conclude that the individual in question had behaved in an unethical fashion or has seriously misrepresented the SDCH in any form. In addition, an Officer of the Board can be removed by a majority vote of the Founders and Officers if the member in question has not performed his/her duties as a Board member. Officers and Board members shall be terminated at the discretion of Founders by a majority vote if he/she misses three (3) consecutive meetings of the Board.

ARTICLE 10 - CONFLICT OF INTEREST

General - The Founders Board members, and Officers shall scrupulously avoid conflict between their own respective individual interests and the interests of the Swing Dance Club of Hawaii in all actions taken by them on behalf of the SDCH in their respective capacities.

ARTICLE 11 - CONSTITUENT LIMITS

A. Limitations - Neither the Swing Dance Club of Hawaii, its officers nor members shall represent any opinion or position in any dancing matter as being the official position of the club or any of its subdivisions without approval of the Board of Directors.

B. Dissolution - In case of dissolution of the Swing Dance Club of Hawaii, the Board of Directors shall name a local charity to be the recipient of all funds of the club.

ARTICLE 12 - AMENDMENTS

Members of the Swing Dance Club of Hawaii shall follow the specifics of this constitution and bylaws. Amendment to this constitution and by laws may be proposed by member in good standing by mail or in person to the Board and signed by not less than ten (10) of the voting members of the Swing Dance Club of Hawaii. The adoption of an amendment shall require the affirmative votes of not less than two thirds (2/3) of the voting members.

ARTICLE 13 - FISCAL

A. Payments - Membership fees and other income shall be used to finance SDCH workshops, dances, publications and any other club activity approved by the majority of the Board of Directors. All said monies should be accountable in writing by the Treasurer to the Officers, Board, and membership on a monthly basis.

B. Fund Raising - The Swing Dance Club of Hawaii is empowered to raise funds from external sources to help support various club functions, and the main educational goal of the club.

C. Non Profit Status - The Swing Dance Club of Hawaii is a non-profit organization. All services shall be rendered to the club on a volunteer basis. Operating expenses include Secretarial support, postage, supplies which all shall be approved by the Board of Directors, funded by the club, and disbursed by the Treasurer, as needed. The funds necessary to carry out the purpose of the Club will be sought from membership dues, contributions, and other interested parties.

ARTICLE 14 - PUBLICATION AND PAPERS

A. Authorization - Newsletters, pamphlets, books, and any other publication shall be submitted to the Board of Directors for authorization before submission to the public. No publication shall bear the name of Swing Dance Club of Hawaii without the written permission by the Board of Directors.

B. Contribution - Preferences shall be given to members over articles submitted by non-members when space limitations require. All members and non-member guests are encouraged to contribute and support the club publications.

ARTICLE 15 - RULES OF CONDUCT

As a member of the Swing Dance Club of Hawaii, all shall treat each other with the utmost respect and professionalism. Their respective rules and procedures shall govern operation of the Club.

Whether on or off the dance floor, member's could/shall follow these tips:

- Work to not criticize a partner.
- Remember, praise works wonders!
- Learn that a "lead" is a suggestion not a demand.

-When dancing, both shall be responsible for the outcome of the dance. For when one decides the other if wrong, both lose.

-Always strive to learn, learn, and learn. In addition, when learning something new follow the first rule. Do not hurt anyone.

-Concentrate on remembering WHAT is wrong, not WHO is wrong.

-Members note: "Your are judged by how good YOU make your partner look. A good partnership requires patience, understanding, and an awareness of the partner.

-Always strive to help your partner to improve.

-Learn that a successful partnership maintains the uniqueness of each individual without disrupting the connection.

-Practice - "life is a joy when BOTH dances to the same beat.