

CHARLOTTESVILLE SCOTTISH COUNTRY DANCERS CONSTITUTION, April 2011

I. NAME

The name of this group is “Charlottesville Scottish Country Dancers” (hereinafter called “CSCD” or simply “the Group”).

II. PURPOSE AND GOALS

CSCD is organized to provide instruction in Scottish country dancing in conformance with the standards of the Royal Scottish Country Dance Society (RSCDS). CSCD also assists in training teachers of Scottish country dancing in conformance with RSCDS standards. CSCD promotes traditional Scottish country dance through classes, parties, and demonstrations.

CSCD desires to provide a congenial setting wherein all dancers receive expert dance instruction while experiencing the social pleasures of Scottish dancing. CSCD strives to provide its Teachers with full opportunity to develop their teaching skills.

III. MEMBERSHIP

Membership in CSCD is open to any person twelve years of age and older, who is interested in the objectives of the Group. There are two categories of membership: Voting and Nonvoting; these categories are described in detail in the Bylaws.

IV. NONDISCRIMINATION

Charlottesville Scottish Country Dancers (CSCD) admits persons of any race and any national or ethnic origin to all the rights, privileges, programs, and activities of its events. It does not discriminate on the basis of race, sex, sexual orientation, age, religion, or national origin.

V. BOARD OF MANAGEMENT

The sole governing authority of CSCD is the Board of Management (“the Board”) composed of five elected officers, all of whom must be Voting Members of CSCD. The officers are Chair, Vice-Chair, Secretary, Treasurer, and At-Large.

Officers are elected in April for a two-year term*; they serve until the April election two years later, or until their successors are elected and installed. If there is a vacancy in any office, the remaining Board members nominate a replacement within 30 days, after which the Group votes to approve the new officer. A new officer is approved by a majority vote of Voting Members.

[*Note: The first Board was elected in April 2010 for a one-year term. This one-year term is considered a “full term.”]

No officer may serve more than two consecutive full terms in the same office.

Officers serve without financial compensation.

All classes, parties, workshops, and other activities which make use of CSCD resources (including, but not limited to: funds, insurance coverage, CDs, sound equipment, and dance instruction manuals) automatically come under Board supervision.

VI. DUTIES OF OFFICERS

Chair

--is the chief executive officer of CSCD;

--is responsible, subject to the direction of the Board, for the direction and conduct of the affairs of the Group during the term of office;

--presides at Board meetings and at Membership Meetings;

--gives notice to the Group of all Board meetings and Membership Meetings;

--represents CSCD at public functions;

--signs, in the name of the Group, all contracts, legal instruments, and other papers necessary for the transaction of CSCD affairs;

--appoints, subject to the approval of the Board, members of the Group to serve as Activity Coordinators and as chairs of such committees as may from time to time be established to carry out the functions and activities of CSCD.

Vice-Chair

- assists the Chair in the performance of the Chair's duties;
- presides in the Chair's absence at Board meetings and at Membership Meetings;
- generally exercises all of the power and performs all of the duties of the Chair during the Chair's absence.

Secretary

- keeps a register of all members of the Group;
- maintains a current mailing list of all members of the Group;
- attends and keeps the minutes of all Board meetings and Membership Meetings, and promptly thereafter transmits the minutes to the Group;
- attends to all correspondence and brings to the Board's attention as soon as possible all communications received.

Treasurer

- is responsible for the management of all financial matters of the Group;
- receives, deposits, and accounts for all monies collected by the Group from members and from other sources;
- is the primary signer for the CSCD checking account and is responsible for dispersing all funds on behalf of CSCD, assuring that all disbursements are proper, justified, and appropriately documented;
- maintains financial accounts that can be submitted for IRS audit, if required;
- provides a current Treasurer's Report at each Board meeting;
- advises the Board as to the status of members with regard to their payment of dues;
- timely files annual federal and state income tax returns for the Group's bank accounts.

At-Large

- assists where needed in Board activities.

VII. MEMBER GROUPS

No member group of any type or degree of affiliation is permitted within CSCD.

VIII. DISBANDMENT

The balance of funds (after all liabilities have been met) and all property belonging to CSCD must be transferred to the Northern Virginia Branch of the Royal Scottish Country Dance Society.

IX. AMENDMENT

CSCD is governed in accordance with this Constitution and the Bylaws. An amendment may be proposed by any Voting Member by submitting the text to the Board. The amendment is then disseminated to the Membership and open for discussion for the next 30 days, after which email voting takes place. The Constitution is amended by a two-thirds affirmative vote of Voting Members.

X. EFFECTIVE DATE

This Constitution takes effect on May 1, 2011.

~ END ~

Ginny Reese, chair

Don Melcher, vice-chair

Mimi Boone, treasurer

Pat Ruggiero, secretary

Zanne Macdonald, at-large