



BY-LAWS OF STARLIGHTERS

Revised: June 21, 2012
Bob Meehan, Parliamentarian

ARTICLE I

The name of this organization shall be **STARLIGHTERS**.

ARTICLE II

OBJECT

The objective of the Club shall be social in nature and have as its primary objective the enjoyment and advancement of ballroom dancing.

ARTICLE III

OFFICERS AND EXECUTIVE BOARD

Section 1 The officers of this Club shall be: President, First Vice-President, Second Vice-President, Secretary and Treasurer. The President as deemed appropriate might appoint chairpersons for other responsibilities.

Section 2 The Executive Board will consist of the five officers, plus the immediate past president as Parliamentarian. The Board of Directors shall consist of the Executive Board in addition to the Membership, Hospitality, and Friendship Chairpersons elected at the same time and for the same term as the officers of the Club to perform specific duties as outlined in Article V of these by-laws.

Section 3 The Executive Board will supervise and control the activities and financial matters of the organization.

Section 4 Any vacancy occurring in the Executive Board shall be filled by appointment by the President, with the Executive Board acting as advisors. In the event that the Presidency should be vacated, then the First Vice-President will automatically become President and will appoint a new First Vice-President, with the approval of four of the remaining members of the Executive Board.

Section 5 The officers and the Board of Directors shall hold office for a period of one year, said term to run from February 1 to January 31 with the exception as outlined in Article X, Section 4 of these By-Laws.

Section 6 Parliamentary Procedures – Roberts' Rules of Order shall govern all proceedings unless contravened by the by-laws of the Starlighters Dance Club.

ARTICLE IV

DUTIES OF OFFICERS

Section 1 The President shall be Chairperson of the Executive Board and shall preside at the Executive Board meetings. The President shall refrain from voting on any issue unless the vote is needed to break a tie or to constitute a quorum. A quorum of the Executive Board is necessary to conduct the business of the Club. A quorum is defined to be the majority of the Executive Board. A majority is further defined to comprise one-half of the Executive Board plus one additional member.

The President shall appoint the chairperson and members to any special committees and shall call all special meetings of the Executive Board deemed necessary to properly carry out the affairs of the Club. In the absence of an available Parliamentarian, the President may appoint any past president to the position.

Section 2 The First Vice-President shall preside in the absence of the President and assist the President in carrying out the duties of the Presidency. The First Vice President shall also make arrangements for the dance locations and dinner menus, present arrangement suggestions in advance to the Executive Board for Board approval, contract with selected facilities and issue copies of said contracts to the Treasurer and President.

Section 3 The Second Vice-President shall contract with bands for each dinner-dance and issue copies of such contracts to the President and Treasurer.

Section 4 The Secretary shall keep a record of proceedings of the regular meetings and all Board meetings and issue all notices. Board meeting minutes are normally to be issued within two weeks of the meeting. The secretary shall also receive the President's newsletter from the President, the current roster from the Membership Chairman, and the venue arrangements from the First Vice-President and prepare and mail the invitation to the bi-monthly dances. Upon request, special invites to guests are mailed by the Secretary.

Section 5 The Treasurer shall have charge of all funds of the Club, pay all bills, and make a report to the Executive Board at each meeting of the Board of all monies received and disbursed and displaying the balance on-hand. The Treasurer will provide the number of couples attending each dance, the number of each dinner selection, and any special dinner needs to the arrangements person (First VP) and a list of attendees with their dinner selections to the Hospitality Chairperson.

Section 6 The Executive Board shall arrange for six dinner dances, one in each of the odd months from January through November following their year in office. Dance

facilities are normally contracted for at least one year in advance of the date of the event.

ARTICLE V

DUTIES OF REMAINING BOARD MEMBERS

Section 1 The Membership Chairperson shall receive all applications for membership and present these to the Executive Board for approval, send letters of acceptance into the Club to new members if the Board approves their application, update the membership list and keep the waiting list in order as applications are received if the membership quota is full.

Section 2 The Hospitality Chairperson shall arrange seating for guest couples at the same table as sponsor couples, provide attendees with entrée selection tags when an entrée choice is available, provide nametags for member and guest attendees, distribute and collect survey forms at each dance, and summarize survey results for presentation to the board at its next meeting.

Section 3 The Past President shall attend all Executive Board meetings and serve as Parliamentarian.

ARTICLE VI

MEMBERSHIP

Section 1 The membership of the Club shall be limited to one hundred (100) active member couples and shall be limited to couples consisting of a male and female who are married or are in a committed long-term relationship.

Section 2 Widows and widowers are eligible to continue in their current membership and may attend if they are accompanied by a dance partner-guest.

Section 3 Divorced members are not eligible for membership. Refer to Section 1 of this Article.

Section 4 Out of state former members may attend as many dinner-dances per year as they so choose provided they pay the dance cost and a pro-rated share of the membership dues for each dance attended.

Section 5 Membership in the Club is not transferable.

Section 6 The names of persons proposed for membership, including those of former members proposed for renewal of their membership, shall be submitted in writing to the Executive Board by a member couple in good standing as sponsor. The Executive Board shall not consider proposed members who are not former members until the proposed members have attended a minimum of two Club dances as guests. However, until such time as the membership of the Club reaches the level of one hundred (100) couples, the provision for having attended a minimum of two Club meetings may be waived by a unanimous vote of the Executive Board.

Section 7 Once a couple has been accepted for membership and paid the required dues and fees, they may thereafter sponsor one or more guest couples at future dances.

Section 8 When a vacancy exists, the names of proposed members appearing shall be referred to the Membership Chairperson. The Membership Chairperson will forward applications to the President, who will cause the same to be voted upon by open ballot at the next regular meeting of the Executive Board. If approved by unanimous vote of the Board members present (with a minimum of five (5) being required to be present before a vote may be taken on a proposed membership), the said members shall be notified in writing by the Membership Chairperson of their acceptance. If no more than one dissenting vote is cast for a prospective member couple, the reasons for the negative vote must be voiced to the Executive Board, after which another vote may be taken at the discretion of the President.

Section 9 In the event the membership quota of the Club is full at the time the name of proposed members are presented, then said names will be filed with the Membership Chairperson to be placed on a waiting list to be considered by the Executive Board in the order they are received, to be referred to the Board only at a time when a vacancy exists.

Section 10 After due notification of approved membership, the initiation fee and proportionate dues must be in the hands of the Treasurer by the next Club meeting. If these requirements are not met, the new members will be dropped from membership.

Section 11 A member couple may request that their membership be placed on sabbatical for the current membership year due to illness or other personal reasons. At the end of each year, the couple will be sent a membership renewal and may renew their membership or request a sabbatical continuance. A couple may remain on sabbatical for no more than two consecutive years, unless specific approval is given to the couple to extend the sabbatical by a vote of the majority of the board. After two years and without such approval, the couple will be dropped from membership. While the couple is on sabbatical, they will continue to receive dance invitations and may attend dances as desired by paying the cost of the dance in addition to a pro-rata share of the dues for each dance attended.

ARTICLE VII

DUES

Section 1 The initiation fee shall be \$20.00. The yearly dues shall be \$80.00, prorated from the date of application for membership to the next January 31st. Said dues shall be payable on or before the March dance each year. Dues must be current to attend dances. Failure to comply with this rule will cause member to be dropped from the rolls. A sabbatical leave may be granted to any member's request at the discretion of the Board.

Section 2 The Board will set the price of each dinner/dance based on relevant costs for each venue. Members are required to have said amount in the hands of the

Treasurer at least ten (10) days prior to the date of the next regular dance. Members are expected to pay for reservations made, but not kept.

ARTICLE VIII

TIME AND PLACE OF DANCES AND MEETINGS

Section 1 For purpose of clarification, the regular Club meeting dates will be the dinner dance dates.

Section 2 Regular dinner dances for the Club shall take place on the third Saturday of the odd month. The first dance of the New Year will be held in the month of March. The Arrangements Chairperson will determine the place of said dances. The mode of dress and theme of each dance will be determined by the Executive Board, and will consist of two formal, two semi-formal, and two dressy casual or themed dances each year. The mode of dress and place of each dance will be announced at each preceding dance. In addition, written invitations will be sent to each member couple twenty (20) days in advance of said dance.

Section 3 A regular meeting of the Executive Board shall be held within the first ten (10) days of the month following the regular dinner dance of the Club. Board meetings shall be open to the general membership.

ARTICLE IX

GUESTS

Section 1 No guest shall be invited more than twice by any member, it being the duty of that member to ascertain whether said guest has attended previous dances as a guest of any other member. Sections 2 through 4 specify exceptions to this by-law.

Section 2 Guests who live out of state, country, and /or live just too far to want to be considered for membership may be invited by a member and may attend as often as they wish by paying the dance fee plus a prorated share of the membership fee, when accompanied by a member.

Section 3 Guests who are in-state residents and who are out of the country regularly for two or more months, and do not want to be considered for membership, may be invited by a member and may attend as often as they are in town by paying the dance fee plus a prorated share of the membership fee, when accompanied by a member.

Section 4 Guests who are in-state residents who are unable to attend two or more dances because of a regularly conflicting work schedule, may be invited by a member

and may attend as often as they wish/ or are able, by paying the dance fee plus a prorated share of the membership fee, when accompanied by a member.

ARTICLE X

ELECTIONS

Section 1 The current President will poll the general membership and the existing Board to identify individuals who have a desire to participate in governing the club for the upcoming dance year. A slate of candidates, one for each Board office, shall then be assembled by the current President each year prior to the November formal dance from this list of individuals, subject to the provisions noted below. If there are two individuals who are candidates for the same position, the current Board shall vote to select one or other of the individuals to appear on the slate of candidates for the position.

Section 2 The slate of candidates shall be presented to the general membership at the November formal and shall be elected by a majority vote of those in attendance at that dance. The newly elected Board shall be installed at the January dinner dance.

Section 3 There are no specific requirements for any Board position except that the candidate for President is required to have served at least one year on the Board in any capacity and at any time in the past. In addition, the current President will, by default, become the Parliamentarian. If the current President cannot or will not serve as a Parliamentarian, he can fill the position by appointment from the ranks of past Presidents.

Section 4 No officer shall upon expiration of his term be eligible to the same office for a period of more than one (1) additional year, except by unanimous approval of the Board.

Section 5 No member shall serve on the Executive Board for more than three (3) years consecutively with the exception of Immediate Past President, except by unanimous approval of the Board.

Section 6 No husband and wife shall be elected to any two positions simultaneously, so that no couple shall have double representation on the Executive Board at any one time, except by unanimous approval of the Board. Even then, one of the couple shall recuse him or herself from any vote so that the couple, despite having two positions, retains only one vote.

ARTICLE XI

AMENDMENTS

SECTION 1 These By-Laws may be repealed, or amended by new By-Laws adopted at any regular meeting of the Executive Board by a unanimous vote of the Board members present, provided that at least five (5) members of the Board are present.