

BY-LAWS OF CHAPTER _____ of the
Number

THE NATIONAL SQUARE DANCE CAMPERS ASSOCIATION, INC.

ARTICLE I

Section 1.

The name of this organization shall be _____
Chapter of the National Square Dance Campers Association, Inc., (non-profit,
non-stock).

Section 2. (Optional)

The home base of this Association shall be _____,
(City and/or State)

ARTICLE II
Colors

The Color(s) of this chapter shall be _____

ARTICLE III
Object

The object of the Chapter shall be to provide an opportunity for, and to encourage those interested in both square dancing and camping to combine these two activities for mutual enjoyment; to permit each member the opportunity of sharing the responsibility of membership in this Chapter and Association; to promote more interest in the advantages of square dancing and camping; to promote such State/Provincial square dance camporees as may be decided upon from time to time by the membership.

ARTICLE IV
Membership

Section 1.

Membership is open to couples (their families) and single, adult individuals who are square dancers and campers. They shall have completed a prescribed course in square dancing or shall have clearly demonstrated an equivalent in an established square dance club and camp in a trailer, motorhome, tent, foldup or other camping vehicle(s).

Section 2.

All person(s) applying for membership as charter member(s) shall be listed on the form issued in the Chapter Formation Kit. Those person(s) desiring to join a Chapter after its formation shall complete an official membership application duly signed by a member of that chapter. Application(s) for membership in a chapter shall include annual NSDCA, Inc. dues, appropriate monies for name badges, and applicable chapter dues.

Section 3.

Membership shall be indicated by a currently-dated NSDCA membership card.

Section 4.

No member of this organization shall use or involve his membership therein in any form of advertisement or in the solicitation of business.

ARTICLE V
Expenses and Dues

Section 1.

Chapter annual dues may be established, if deemed necessary, on a recommendation of the Chapter's Board of Directors and upon approval of the membership in attendance at the chapter's annual meeting.

Section 2.

NSDCA, Inc. dues will be paid for the calendar year and are payable in advance.

ARTICLE VI
Officers

Section 1.

The officers of _____ shall be a President,

(Chapter Name)

Vice-President, Treasurer and Secretary. Other chapter officers may be elected or appointed as prescribed in the Chapter Standing Rules. Such officers will be recognized by the NSDCA, Inc. as bona-fide officers.

Section 2.

All officers of this Chapter (singles or couples) shall be NSDCA, Inc. members in good standing. Any couple (whether married or singles) will be elected as a couple and SHALL NOT hold separate individual offices. Each individual member shall have one vote on all matters pertaining to the chapter.

Section 3.

- a. Each officer shall be elected for _____ year term.
- b. Each term of office shall coincide with the date of the Chapter fiscal year.

Section 4.

Continuity should be maintained on the Board of Directors (officers) as much as possible.

Section 5.

The administration of the affairs of the Chapter shall be the responsibility of the Board of Directors.

Section 6.

The duties of the officers:

- (a) **PRESIDENT** - preside at all meetings, Chairman of the Board of Directors, ex-officio member of all committees, appoint committees subject to the approval of the Board, appoint auditors (two or more couples) to examine the records of the treasurer. The President shall not vote on issues before the Board except to break a tie vote.
- (b) **VICE-PRESIDENT** - perform the duties of the President in his/her absence, perform such other duties as designated by the Board and maintain all necessary records of his office.

- (c) **TREASURER** - has custody of all property and funds of the Chapter, makes all deposits (all withdrawals are signed by the Treasurer or the President). Prepares a statement of the financial condition of the Chapter and submits this report to the annual meeting.
- (d) **SECRETARY** - shall keep a record of the complete proceedings of all meetings of the Chapter and meetings of the Board of Directors, be responsible for the mailing of all notices of meetings, etc., and be responsible for all correspondence pertinent to the affairs of the chapter.

Section 7.

If and when a vacancy occurs in any one or more of the offices specified by these By-Laws, the successor or successors will be selected by the Board of Directors to fill the unexpired term or terms.

**ARTICLE VII
Quorum**

The presence of a majority of the Directors shall constitute a quorum for the transaction of business. The members present at any regularly scheduled meeting of the Chapter as a whole, shall constitute a quorum for the purpose of transacting the business of the Chapter.

**ARTICLE VIII
Meetings**

Section 1.

Meetings of the Board of Directors may be called by the President of the Board or by any three members of the Board. It shall be the duty of the Board of Directors to establish rules of procedure in accordance with Robert's Rules of Order (Newly-Revised Edition).

Section 2.

There shall be an annual meeting of the membership, held not earlier than September 1; nor later than December 1, at an exact time and place as selected by the Board. This meeting shall call for a detailed report from all officers, nomination and election of all officers (method of election to be decided by the Chapter membership). Other business should be discussed, settled, tabled or dispensed in whatever manner the majority wishes.

Section 3.

Special meeting(s) may be called at the request of the Board of Directors with the members being given due and adequate notice, ___ days (As determined by the Chapter).

The only issue to be discussed at this meeting will be the one for which this special meeting was called.

Section 4.

Any member has the privilege to correspond with the Secretary and request of the Board to place on the agenda any issue(s) or matter(s) to be brought up at the next meeting.

ARTICLE IX
Committees

The President, and in his/her absence the Vice-President, with the advice and consent of the Board, has the power to appoint any and all committees: auditing, nominating, dance and campout, membership and other committees required by the Chapter. The auditing and nominating committees must be appointed at least (90) days prior to the annual meeting in order that their functions are completed before the date of this meeting.

ARTICLE X
Standing Rules

Standing rules will be adopted by a Chapter to cover particular local situations and may include additional officer(s), participation of caller(s), list(s) of committee(s) and their duties, or other major points of organization as deemed necessary. Chapter standing rules must not conflict with NSDCA, Inc. By-Laws or with Standard Chapter By-Laws. Current Standing Rules must be filed with NSDCA, Inc. and notice given, in writing to this body if their deletion or amendments.

ARTICLE XI

Upon dissolution, all assets of the Chapter shall become the property of a charitable institution. If the Chapter incorporates, the charitable institution must be specifically stated and may be selected at the Chapter's option.

ARTICLE XII

Robert's Rules of Order (Newly-Revised Edition) shall govern this Chapter.

Chapters are requested to fill in all blank spaces of each page of the By-Laws. One copy of those By-Laws shall be signed by the officers of the Chapter and mailed to the National Square Dance Campers Association, Inc. Upon receipt of this signed copy, the National Board of Directors will mail a charter to the Chapter involved.

A second transcript of the By-Laws shall be made available to the membership (if possible, copies of the By-Laws should be made and distributed to all members) for study. After scrutiny by the members this copy of the By-Laws shall be placed in the permanent files of the Chapter.

PRESIDENT _____

VICE PRESIDENT _____

TREASURER _____

SECRETARY _____

Date _____