

CONSTITUTION
SOUTHEAST DISTRICT
NEW MEXICO SQUARE DANCE ASSOCIATION

ARTICLE I - NAME

The name shall be known as SOUTHEAST DISTRICT...NMSRDA, hereinafter called the District.

ARTICLE II - PURPOSE

The purpose of the District shall be to encourage, promote and coordinate square, round dancing and related activities within the District.

ARTICLE III - MEMBERSHIP

Membership shall be open to all square dancers without regard to race, creed, color, religion or ethnic background.

ARTICLE IV - OFFICERS

Section 1: Officers of the District shall be Chairman & dance partner, Vice Chairman & dance partner. At the discretion of the Chairman, there shall be either a Secretary/Treasurer and dance partner or Secretary and Treasurer and their dance partners.

Section 2: All officers of the District shall serve for one year.

Section 3: Election of and duties for each office shall be set forth in the bylaws of the District.

ARTICLE V - BOARD OF DIRECTORS

Section 1: The Board of Directors shall consist of the District Officers, two delegates from each member club and the Board of Trustees.

Section 2: Delegates from clubs to serve on the Board of Directors shall be chosen as set forth in the bylaws.

ARTICLE VI - BOARD OF TRUSTEES

Section 1: The Board of Trustees shall be comprised of five members, one from each of the following areas: Roswell, Hobbs, Carlsbad, Clovis/Portales and Ruidoso.

Section 2: The members shall be elected to serve for a term of four years. The election shall be held in July in the year the District hosts the NMSRDA Festival.

Section 3: It shall be the duty of this Board to be the custodian of all monies designated for the Southeast District's use in hosting the State Festival for which they are responsible. These monies will be invested to accumulate interest and will only be used for the designated purpose.

ARTICLE VII - MEETINGS

Section 1: A meeting of the Board of Directors shall be held at each District Jamboree as set forth in the bylaws.

Section 2: Special meetings shall be called as stated in the bylaws.

ARTICLE VIII - DUES

Annual dues shall be set by the New Mexico Square and Round Dance Association Board of Directors.

ARTICLE IX - TRAVELING BANNER

A Traveling Banner shall be awarded to the District member club in accordance with Rules set forth in the bylaws.

ARTICLE X - AMENDMENT OF CONSTITUTION

Any change in, or amendment to, this Constitution, shall require a majority vote of the club representatives present at a meeting called for such purpose, or at any regular meeting, provided at least 30 days written notice is given of intention to change or amend this Constitution. The 30 day written notice should include the specific change requested. This notice shall be inclusive of changes to any other related amendment.

Revised October 2, 2004

BYLAWS
SOUTHEAST DISTRICT
NEW MEXICO SQUARE & ROUND DANCE ASSOCIATION

ARTICLE I - OFFICES

The District may have offices within the Southeast District as the Board of Directors may establish.

ARTICLE II - MEMBERSHIP

Section 1: Any square or round dance club within the District, with at least one square of paid members in the NMSRDA may join the District.

Section 2: Any club desiring to become a member of the District shall submit proof of eligibility at any regular meeting. The Board of Directors shall then approve the club for membership.

Section 3: All member clubs shall annually furnish the District Chairman the club name, dance location, days of regular dances, names of club representatives and names and addresses of club officers.

Section 4: Dancers who have reached the age of seventy (70) and who have held membership in a club for five (5) continuous years prior to reaching age seventy (70) may be voted LIFE MEMBERSHIP. Life Membership and the cost of the special badge identifying these members (and their spouse) shall be paid by the individual club or the Life Member.

ARTICLE III - OFFICERS

Section 1: At the regular business meeting each April, an election shall be held for District Chairman and Vice Chairman. The District Chairman and Vice Chairman shall be selected from the club specified in the Rotation Schedule annually approved by the Board of Directors.

Section 2: The District Secretary/Treasurer (or Secretary and Treasurer) shall be appointed by the District Chairman.

Section 3: New district officers shall assume their duties on July 1.

Section 4: An NMSRDA President Elect shall be elected every 4th year, preceding the Southeast District sponsorship of the State Festival. This officer shall serve exclusively on the State Board and is therefore not a member of the Southeast District's Board of Directors.

ARTICLE IV - DUTIES OF OFFICERS

Section 1: District Chairman

- A. Preside at all meetings of the District.
- B. Appoint all committees.
- C. Attend all meetings of NMSRDA. Out of pocket expenses to attend all NMSRDA meetings, except annual State Festival meeting, shall be reimbursed by the District, up to an amount set by the Board of Directors.
- D. In July of each year, appoint a committee to perform an audit on the previous year's books.
- E. In July of each year, appoint a District Historian who will maintain archived minutes, financial reports and any other pertinent information pertaining to the district business.

Section 2: Vice Chairman

- A. Act for the Chairman in his/her absence.
- B. Perform such duties as may be assigned by the Chairman.
- C. Assume the office of Chairman in the event the Chairman is unable to complete his/her term of office.

Section 3. Secretary

- A. Record attendance by name at all meetings of the District.
- B. Record, maintain and distribute as required minutes of all District meetings.
- C. Notify all members of the Board of Directors and other persons as necessary of all regular and special meetings of the District.
- D. Maintain records of all clubs, club officers, Life Members and all members of NMSRDA in the District.
- E. At the July business meeting, pass on to the incoming Secretary all records and documents pertaining to the affairs of the District conducted during his/her term of office.

Section 4: Treasurer

- A. Pay all bills properly presented to the District.
- B. Present a financial statement at each regular meeting of the District.
- C. At the July district meeting, pass on to the incoming Treasurer all records and documents pertaining to the affairs of the District conducted during his/her term of office.
- D. Outgoing treasurer must complete and forward to the CPA for the NMSRDA, the District fiscal financial statement, as of June 30.
- E. Provide an IRS form 1099 to callers and cuers who are paid in excess of \$600 during the calendar year.

ARTICLE V - BOARD OF DIRECTORS

Section 1: The Board of Directors shall consist of the District Officers, the Board of Trustees and two delegates from each member club.

Section 2: The choice and term of the delegates shall be at the discretion of the member club. Each delegate will have one vote.

Section 3: The Board of Directors shall annually approve the Rotation Schedule for District Officers and District Dances.

Section 4: At the July District meeting, the Board of Directors shall set the admission fee for the Jamborees for the year in which they are officers.

ARTICLE VI - BOARD OF TRUSTEES

Section 1: The Board of Trustees shall be comprised of five (5) members, one from each of the following areas; Roswell, Hobbs, Carlsbad, Clovis/Portales, and Ruidoso.

Section 2: The members of the Board of Trustees shall be elected for a term of four years. The election shall be held in July in the year the District hosts the NMSRDA State Festival. Should any member be unable to complete the four (4) year term, the Board of Directors shall appoint a replacement.

Section 3: It shall be the duty of this Board to be the custodian of all monies designated for the Southeast District's use in hosting the State Festival for which they are responsible. These monies will be invested to accumulate interest and will only be used for the designated purpose.

ARTICLE VII - JAMBOREES

Section 1: There shall be a District Jamboree held on the second Saturday of January, April, July and October of each year. The Jamborees shall be hosted by the clubs of the District, rotating in the manner designated by the Board of Directors.

Section 2: The place and type of dance shall be at the discretion of the host club.

ARTICLE VIII - MEETINGS

Section 1: There shall be a business meeting of the Board of Directors held at each Jamboree.

Section 2: Special meetings of the Board of Directors may be called by the District Chairman.

Section 3: Board of Directors meetings shall be open to all members of the district, but only the Board of Directors shall be allowed to vote.

ARTICLE IX – FINANCES

Section 1: Income

A. Dues for NMSRDA memberships returned to the District by the state treasurer will be placed in the District's operating account.

B. Money paid for admission to Jamborees, honey pots, fund raisers or any other monies not previously designated shall be placed in the District's operating account.

C. Annual raffle income from the NMSRDA State Festival shall be placed in the District's operating account.

Section 2: Proceeds from NMSRDA State Festival

All proceeds from the NMSRDA State Festival shall be held in the fund controlled by the Board of Trustees for the following state festival that the district hosts.

Section 3: Designated Funds

Any monies received for designated purposes (such as the Northeast District Dissolution Fund) shall be placed in a fund controlled by the Board of Trustees and used only for the designated purpose.

Section 4: Expense of Jamborees

A. Each club will be reimbursed for the actual expense of the Jamboree, not to exceed an amount determined by the Board of Directors each year.

ARTICLE X - TRAVELING BANNER

A Traveling Banner shall be awarded to the club having the most accumulative points at each Jamboree. Each member of a club in good standing in the District is eligible to register for the Traveling Banner. One point will be awarded for each member registering for each mile from their city to the location of the current Jamboree. The official New Mexico highway map will be used. Each person is entitled to register for any one club as shown on the official NMSRDA membership roster.

ARTICLE XI - AMENDMENT OF BYLAWS

Any change in, or amendment to, these Bylaws shall require a majority vote of the club representatives present at a meeting called for such purpose, or at any regular meeting, provided at least 30 days written notice is given of intention to change or amend these Bylaws. The 30 day written notice should include the specific change requested. This notice shall be inclusive of changes to any other related amendment.

Revised October 2, 2004