

# NEW MEXICO SQUARE & ROUND DANCE ASSOCIATION

## SOUTHWEST DISTRICT

### CONSTITUTION & BYLAWS

June 7, 1986

(AMENDED Jul 7, 1986, Sept 1 1991, May 30, 1992, July 31 1993, July 30, 1994,  
Sept 30, 2000, Sept 14, 2002, and July 29, 2006)

#### **ARTICLE I - NAME**

The name of the association is the Southwest District of the New Mexico Square & Round Dance Association (NMSRDA) and includes the territory as designated by the State Association.

#### **ARTICLE II - PURPOSE**

The purpose of the Southwest District shall be to further square dancing in its district; to cooperate with and support the state association in every way, to distribute the information received from the state association; and to hold district dances.

#### **ARTICLE III - OFFICERS**

**SECTION I:** The officers of the Southwest District shall consist of a Chairman, Vice-Chairman, and Secretary-Treasurer (this may be two officers) and one representative from each club.

**SECTION II:** THE Chairman, Vice-Chairman, and Secretary-Treasurer are not entitled to vote except in the event of a tie, in which case the Chairman shall cast a vote, or in his absence, the Vice-Chairman shall vote.

**SECTION III:** Each member club shall have one vote for all district business, except the election of state officers. Said vote shall be cast by the representatives, or in case of his absence by an Alternate or by written absentee letter signed by the representative, an alternate, or the club president.

#### **ARTICLE IV - TERMS OF OFFICE**

**SECTION I:** Terms of Office shall be for one year, from May 1 through April 30 of the succeeding year.

**SECTION II:** The chairman shall be selected from sub-areas of the district in rotation: Truth or Consequences/Las Cruces area; Alamogordo area; and Silver City/Deming/White Signal area. Clubs of the sub-area shall elect the Chairman not later than January so the names of the Chairman-elect, Vice-Chairman and secretary-treasurer can be announced to the State President and District clubs on or before February 10.

**SECTION III:** The Vice-Chairman and the Secretary-Treasurer shall be appointed by the Chairman.

**SECTION IV:** Representatives shall be appointed by their club president or selected by their club membership.

#### **ARTICLE V - DUTIES OF OFFICERS**

**SECTION I:** The Chairman shall preside at all meetings; represent the district at State Association meetings; ensure dissemination with the district of information received from the state association; ensure the minutes of meetings, treasurer's reports, and other items of mutual interest are distributed in the district.

**SECTION II:** The Vice-Chairman shall preside at all meetings in the absence of the Chairman; Shall assume the office of Chairman for the balance of the term if that officer becomes vacant due to death, illness, resignation, or other reason.

Appointment of a new Vice-Chairman shall be at his discretion. The Vice-Chairman shall be the District Historian.

**SECTION III:** The Secretary-Treasurer shall record and distribute to district clubs minutes of all meetings; maintain the district treasury through accurate financial records, periodic reports to Representatives, including a closing report to transfer funds to the incoming Chairman; disburse funds as authorized, using the two-signature method of check signing; distribute NMSRDA membership cards to member clubs; maintain a stock of Southwest district constitutions for issuance to the Chairman-Elect, his appointed officers, and two copies to each new member club or to member clubs upon request; maintain files of correspondence between district and the State Association, and district and clubs, coordination with the Vice-Chairman periodically to ensure items of historical nature are dully recorded; and such other duties or action as assigned by the chairman.

**SECTION IV:** The club representative from each club shall act as liaison between club and district, cast the club vote at district meetings; advise club members of specifics of district meetings; coordinate with other club representatives in their sub-area on items of mutual concern. It shall be his duty, upon notification of a district meeting, to either attend in person or assure the attendance of an alternate, insofar as possible.

## **ARTICLE VI - GENERAL**

**SECTION I:** Each square dance club which has a constitution and duly elected officers, and has eight or more dancing couples who are members of the State Association (NMSRDA) shall be entitled to have a Distinct Representative.

- A. District membership can only be held through one club.
- B. A new club may make written application and be admitted into the Southwest District at any time it meets the requirements set forth in

Section I, above, and is approved for membership by majority vote of the District Representatives. Once a club has been voted into the district, it does not have to maintain eight dancing couples to continue its district membership and have a District Representative.

- C. Any new club admitted to the Southwest district six months prior to the State Festival shall be entitled to a District Representative.

**SECTION II:** There shall be at least two regular business meetings of the South West District each year. Other meetings may be called by the Chairman, or as requested by at least three District representatives.

- A. The first regular meeting shall be held as soon as possible after June 1, or in conjunction with the first district dance held after that date.
- B. The last regular meeting shall be held shortly before the State Festival or in conjunction with the last district dance before the State Festival.

**SECTION III:** The Southwest District shall promote one district dance in each sub-area each year, providing from district funds the sum of \$300.00 for each dance when an out-of-district caller is hired and ~~\$150.00~~ \$200.00 for each dance when an in-district caller is hired. (Amended July 29, 2006)

- A. District dances shall be held on the fifth Saturday of the calendar months, insofar as possible, to preclude conflict with regularly scheduled club dances. If this cannot be done, district dance dates shall be arranged so that no club dance date is used more than once each year.
- B. Dance level at all district dances shall be at the mainstream and Quarterly Selections level with optional Announced Plus tips.
- C. Admissions to district dances shall be up to \$5.00 per member per dance. All non-members shall pay from \$3.00 up to \$6.00 per person per dance. Actual fees shall be at the discretion of the dance sponsor and the district chairman and treasurer. (Amended September 14, 2002)

D. The money advanced by the Southwest District, to the club hosting the district dance, is to help defray the expense of the District Dance. The total expense shall be deducted from this advancement and the remainder shall be returned to the district Treasurer within 30 days. All door receipts shall also be returned to the district Treasurer. Such funds shall become a part of the district treasury general fund.

E. An NMSRDA card will be issued to Southwest district junior members for \$1.00.

**SECTION VI:** Roberts Rules of order shall be followed in the conduct of all meetings, and shall be used to settle all questions not covered in the Constitution and Bylaws.

#### **ARTICLE VII - FINANCE**

Money allocated to the Southwest District by the State Association, following a State Festival held in the district, shall be the basis of the Southwest District treasury general fund.

A. The district's share of the sale of State Association membership cards provides additional money to the general fund.

B. Money generated by the district dances, as outlined in **Article VI, Section III, Paragraph D**, adds to the general fund.

C. Money may be raised by holding special district dances to promote State Association membership card sales, with resultant district share for addition to the district treasury general fund. Such special dances shall be at the discretion of district officers, or when requested by a district Representative majority.

## **ARTICLE VIII - AMENDMENTS**

This Constitution and Bylaws may be amended, revised, or repealed and others adopted by the majority vote of district representatives attending a scheduled business meeting of the southwest district.

ADOPTED: June 7, 1986, at a regular business meeting held in conjunction with a District dance at Silver City.

Approved 7/18/2009