



National Governing Body of DanceSport, Member
Organization of the US Olympic Committee, and the
World DanceSport Federation



ADDITIONAL EMAIL VOTES TAKEN IN 2017

7.11.2017 - GC

Motion to amend the By-Laws (Motion: Gary, 2nd: Ruth):

Replace the Current Bylaw:

ARTICLE XIX - NATIONAL GOVERNING BODY COMPLIANCE

c. The opportunity to represent the U.S. shall be offered in the numeric order of placement in the qualifying competition without regard to race, color, national origin, age, or place of residence until the representation slots for which that event is held are filled (i.e. first opportunity offered to the first placing competitors, second opportunity to the second placing competitors, and so on until all slots are filled).

With a new Proposed Bylaw:

ARTICLE XIX - NATIONAL GOVERNING BODY COMPLIANCE

c. The opportunity to represent the U.S. shall be offered in the numeric order of placement in the qualifying competition without regard to race, color, religion, national origin, age, sexual orientation, or place of residence until the representation slots for which that event is held are filled (i.e. first opportunity offered to the first placing competitors, second opportunity to the second placing competitors, and so on until all slots are filled).

Tally: Passed 13-0-0

Yeas: Ruth, Herb, Carole, Leland, Jack, Hannah, Giacomo, Inna, Glenn, Gary, Melissa, Roger, Kym

7.11.2017 - GC

Motion to amend the By-Laws (Motion: Gary, 2nd: Carole):

Replace the Current Bylaw:

ARTICLE XVIII – PROPERTY RIGHTS

All materials and documents developed by members of the Governing Council, DanceSport Council, Social Dance Council, Committee Chairs, Committee Members, employees, or other national volunteers on behalf of USA Dance is the sole property of USA Dance. All materials and documents and documents must state “Property of USA Dance”. All such materials and documents must be returned immediately upon departure of their position.

With a new Proposed Bylaw:

ARTICLE XVIII – PROPERTY RIGHTS

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Tally: Passed 11-0-0.

Yeas: Roger, Melissa, Kym, Gary, Ruth, Herb, Carole, Leland, Glenn, Inna, Giacomo

7.17.2017 - GC

Approve the minutes of 7.10.17 (Motion: Kym, 2nd: Melissa).

Tally: Passed 10-0-0

Yeas: Kym, Melissa, Leland, Ruth, Inna, Giacomo, Carole, Gary, Roger, Herb

7.31.2017 - GC

Motion to amend the bylaws (Motion: Gary, 2nd: Ruth) as follows:

Proposed changes to the Chapters section of the Bylaws (Article XII is the new number), in summary the changes are as follows:

Cleaned up and simplified wording

Allows the chapter to decide how many board members they may have as long as the minimum number is 7

Per the new election policies allows chapters to determine if the chapter officers will be elected by the chapter membership or by the directors elected by the membership

Removed election processes and placed them in the Policy Governing Elections

Reduced the required vote to remove board members from 75% to 2/3rds. This is in line with the new national bylaws and the standards used by the USOC National Governing Bodies.

Removed the use of the word ballroom.

Replaced references to regions with districts.

Added that chapters may not violate national policies or procedures.

Updated the chapter meeting policy regarding a quorum and votes to pass motions.

Replace the current Bylaw:

ARTICLE XII - CHAPTERS

- A. FORMATION AND RECOGNITION: A chapter may be formed within a specific geographic service area as a constituent body of USA Dance. Each chapter shall be autonomous in managing chapter affairs in its service area but shall abide by the rules and requirements of National USA Dance and its subordinate bodies. Chapters and their officers shall comply with the requirements for constituents as set forth in the Articles of these Bylaws. The chapter must have no fewer than twenty-five (25) USA Dance Voting Members in good standing in order to become or to remain a recognized chapter. At least fifty-one percent (51%) of a chapter’s board of directors must be comprised of eligible voting members.



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Chapters shall function under the following set of rules established in these bylaws. Additional policies or guidelines may be written to supplement the rules found in these bylaws.

1. The chapter shall be managed by a board of directors of not less than seven (7) and not more than nine (9) Voting Members of both USA Dance and the Chapter consisting of at least a President, Vice President, Secretary, and Treasurer and three to five (3 to 5) Directors-At-Large. Chapter boards that feel they need more than nine (9) members or fewer than seven (7) members may petition the Executive Committee of the Governing Council for an exception. The Executive Committee shall consider each exception on its merits.
 2. The Chapter's Officers shall be elected by the Chapter's Board of Directors for terms not to exceed two years and until their successors are elected. Chapter board members may resign at any time but such resignations shall not become effective until presented to and accepted by the Chapter Board of Directors. Prior to acceptance by the Board of Directors, a resignation may be withdrawn at any time. In cases of vacancies due to death, incapacity, or other emergencies, the chapter President may appoint an acting officer to fill the vacant positions pending election of a successor. A Chapter Treasurer's responsibilities shall not end until the funds and financial records of the Chapter are delivered to the new Treasurer.
 3. Board vacancies that occur between elections may be filled for the remainder of that term by majority vote of the remaining members of the board.
 4. The chapter seat shall be the address of the incumbent President unless otherwise directed by the managing board of the chapter.
 5. Any board member may be removed for cause by an assenting vote of a majority of the membership or by an affirmative vote of 75% of the Board of Directors. Any chapter officer may be removed for cause by an affirmative vote of 75% of the Board of Directors. Any board member who is absent for more than three consecutive board meetings or absent for more than 60% of the total meetings of the board during any six-month period may, upon a vote of 75% of the remaining board members, be considered to have Resigned by Absence.
 6. Each chapter may choose its name subject to national guidance and subsequent approval of the GC.
 7. Each chapter shall identify itself as a USA Dance chapter and include the chapter's identifying number in all correspondence, advertising, etc.
 8. Each chapter shall hold membership meetings for its members not less than once in each calendar year and shall keep its members informed.
 9. Chapters may publish and distribute newsletters in consonance with the rules of USA Dance.
 10. Chapters may assess and collect local dues which shall be separate from national or regional dues of USA Dance.
 11. All funds of the chapter must be maintained in bank accounts approved by the national treasurer and must include federal tax identification.
 12. Chapters shall not incur obligations in excess of funds on hand or that can reasonably be expected to be available when the obligations become due for payment.
 13. Chapters shall submit an Annual Report as well as periodic financial reports in the form and frequency specified by National USA Dance. The Annual Report shall include the chapter's plans and goals to promote ballroom dance in its service area during the next year.
 14. Chapters in highly populated areas shall, subject to guidance by applicable national officials, develop branch chapters and facilitate their growth into independent certified chapters.
 15. Chapters shall not bind National USA Dance officers or the GC legally by written documents or by financial expenditures.
 16. In the event of dissolution of a chapter, the net assets remaining after payment of chapter obligations shall be held in trust by USA Dance for a period of two (2) years. If the chapter is reactivated within the two-year (2) period, the funds in escrow will be returned to the chapter. Thereafter, the funds in escrow shall inure to and become the property of the national treasury of USA Dance.
- B. **AUTHORITY:** Each chapter shall have the powers:
1. to solicit members
 2. to assess and collect dues
 3. to organize chapter and other activities including, but not limited to, competitions, social dances, dance workshops, team matches, educational seminars, fund raisers, etc.



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4. to publish newsletters
 5. to create committees in furtherance of its purposes and functions
 6. to make and enforce such rules or policies for the chapter as are deemed appropriate, provided they do not contravene the rules or policies of National USA Dance
- C. **PURPOSES:** Chapters shall engage in activities that promote and support ballroom dance and DanceSport and shall act as a liaison between the chapter's members and National USA Dance as required.
- D. **MEMBERSHIP:** Membership in USA Dance is granted by the national organization and membership categories and privileges shall be determined and regulated by National USA Dance.
- E. **BOARD OF DIRECTORS:** Authority and management of a chapter shall be vested in the chapter's board of directors, who must be voting members of the chapter and USA Dance in good standing.
- F. **CHAPTER ELECTIONS:**
1. Board members shall be elected by the voting members of the chapter and USA Dance every two years.
 2. Requests for nominations shall be sent to each voting member by mail, electronically, or by a posting on the chapter's website at least one month in advance of the chapter election.
 3. Ballots shall be sent to all voting members, clearly indicating the return address and deadline for receipt of completed ballots.
 4. In the event an election is conducted at a general meeting, notice of the election shall be sent to all voting members by mail, electronically, or by a posting on the chapter's website at least one week in advance of the general meeting at which the election is to occur.
 5. The nominees with the largest number of votes shall be assigned Board positions sequentially.
 6. In the event that a tie vote occurs between the last nominees to be assigned board positions, then the board members who received a larger number of votes shall decide which shall be elected to the remaining board positions at the first board meeting following the general election.
 7. The board shall hold a general election within two months following the receipt of a petition signed by at least twenty voting members in good standing.
- G. **CHAPTER OFFICERS:** The officers of the chapter shall be the President, Vice President, Secretary, and Treasurer, who shall be current board members. They shall be elected by the board of directors from among the members of the board 1) at the first meeting of the board following a general election, 2) when an officer position is vacated for any reason, or 3) when one half of the total number of current board members call for an election at a board meeting. In the event that more than two candidates receive votes for an officer position, a runoff election will be held for the two nominees who receive the largest number of votes.
- H. **CHAPTER PRESIDENT:** The chapter president shall preside at all chapter board meetings, see that orders and resolutions of the board are carried out, serve as an ex-officio member of all chapter committees, and have other authorities and responsibilities as assigned by the board.
- I. **CHAPTER VICE PRESIDENT:** The chapter vice president shall act in the place and stead of the president in the president's absence or incapacity, succeed the president in the event of a vacancy in the office of the president until a new president is elected, and have other authorities and responsibilities as designated by the board.
- J. **CHAPTER SECRETARY:** The chapter secretary shall keep the minutes of all board meetings, record all votes at meetings and actions taken between meetings, distribute the minutes to board members at the next regular meeting, correspond with other individuals and organizations on behalf of the chapter, and have other authorities and responsibilities as designated by the board.
- K. **CHAPTER TREASURER:** The chapter treasurer shall be responsible for collecting and depositing all chapter monies; signing all chapter checks, drafts and notes; maintaining complete and accurate financial records; presenting financial statements at board meetings; performing any financial reporting requirements of National USA Dance; and fulfilling any other authorities and responsibilities as designated by the board.
- L. **DELEGATION:** Officers and Board members may delegate specific tasks to other individuals but shall retain the responsibility for those tasks.
- M. **COMMITTEES:** Standing or ad-hoc committees may be created or dissolved and given specific authorities, responsibilities and/or tasks by the board. Committees shall not incur indebtedness on behalf of the chapter or otherwise commit the chapter without the prior approval of the board, circumvent or alter rules, policies or procedures of the chapter or National USA Dance, or exceed their prescribed duties or functions. Chapter



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committee chairpersons shall preside over the committees' meetings; recruit, appoint and dismiss committee members under direction of the chapter's board; implement the authorities, responsibilities and/or tasks assigned the committees by the board; report on the committees' actions to the board in writing or in person at intervals determined by the board, and see that the committees abide by the policies established by the board and by National USA Dance.

N. MEETINGS:

1. **REGULAR MEETINGS:** Regular meetings of the board shall be held as determined by the board, but no less than four times each year, and all board members and committee chairpersons shall receive two weeks advance notice of regular meetings.
2. **SPECIAL MEETINGS:** Special board meetings may be called for any purpose by the president; or in his or her absence, inability, or refusal to act by the vice president; or by any three (3) board members. Notice of special board meetings must be communicated to all board members and committee chairpersons at least two days in advance.
3. **GENERAL MEETING:** A general meeting shall be held at least once each calendar year for the entire chapter membership. Notice of the meeting shall be made in writing or electronically to all chapter members or posted on the chapter's website at least two weeks in advance.
4. **VOTES:** Unless otherwise specified in these bylaws, all decisions of the board shall be reached by a simple majority of the board members present at a meeting, provided a quorum of two-thirds (2/3) of all current board members exists. Votes resulting in a tie shall be reconsidered at a later time. No proxy votes are allowed.
5. **MEETINGS IN THE ABSENCE OF A QUORUM:** In the absence of a quorum the board may hear reports and hold discussions; however, any decisions reached must be approved by the required number of board members at a later time before taking effect.
6. **VOTES BETWEEN MEETINGS:** In between meetings, decisions which cannot or should not be delayed until the next meeting may be made via teleconference or by electronic vote provided the requirements of a quorum are met.
7. **MEETING ATTENDANCE:** Board meetings shall be open to the following individuals, unless the board votes to hold a closed session: all chapter members without invitation, officers or committee members of National USA Dance without invitation, and other interested individuals upon invitation by a board member and concurrence of the board.

With the new proposed Bylaw:

ARTICLE XII - CHAPTERS

- A. **FORMATION AND RECOGNITION:** A chapter may be formed within a specific geographic service area as a constituent body of USA Dance. Each chapter shall be autonomous in managing chapter affairs in its service area but shall abide by the policies, procedures, rules and requirements of USA Dance and its subordinate bodies. Chapters and their officers shall comply with the requirements for constituents as set forth in the Articles of these Bylaws. The chapter must have no fewer than twenty-five (25) USA Dance voting members in good standing in order to become or to remain a recognized chapter. Chapters shall function under the following set of rules established in these bylaws. Additional policies or guidelines may be written to supplement the rules found in these bylaws.
1. The chapter is managed by a board of directors of not less than seven (7) voting members in good standing of both USA Dance and the Chapter consisting of the following officers: President, Vice President, Secretary, and Treasurer and an odd number of Directors-At-Large. Chapter board members may resign at any time but such resignations shall not become effective until presented to and accepted by the Chapter Board of Directors. Prior to acceptance by the Board of Directors, a resignation may be withdrawn at any time. In cases of vacancies due to death, incapacity, or other emergencies, the chapter President may appoint an acting officer to fill the vacant positions pending election of a successor. A Chapter Treasurer's responsibilities shall not end until the funds and financial records of the Chapter are delivered to the new



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- Treasurer.
2. The chapter seat shall be the address of the incumbent President unless otherwise directed by the managing board of the chapter.
 3. Any chapter board member or officer may be removed for cause by an affirmative vote of two-thirds of the Board of Directors. Any board member who is absent for more than three consecutive board meetings or absent for more than 60% of the total meetings of the board during any six-month period may, upon a vote of two-thirds of the remaining board members, be considered to have resigned by absence.
 4. Each chapter may choose its name subject to national guidance and subsequent approval of the GC.
 5. Each chapter must identify itself as a USA Dance chapter and include the chapter's identifying number in all correspondence, advertising, etc.
 6. Each chapter shall hold membership meetings for its members not less than once in each calendar year and shall keep its members informed of chapter activities.
 7. Chapters may publish and distribute newsletters in consonance with the rules of USA Dance.
 8. Chapters may assess and collect local dues which shall be separate from national or district dues of USA Dance.
 9. All funds of the chapter must be maintained in bank accounts approved by the national treasurer and must include federal tax identification.
 10. Chapters shall be self-sustaining and shall not incur obligations in excess of funds on hand or that can reasonably be expected to be available when the obligations become due for payment.
 11. Chapters shall submit an Annual Report as well as periodic financial reports in the form and frequency specified by USA Dance. The Annual Report shall include the chapter's plans and goals to promote dance in its service area during the next year.
 12. Chapters in highly populated areas shall, subject to guidance by applicable national representatives, develop branch chapters and facilitate their growth into independent certified chapters.
 13. Chapters shall not bind USA Dance, Inc., its officers, directors, or any committee or person acting under their direction or supervision legally by written documents or by financial expenditures.
 14. Chapters shall not violate any policies or procedures established by USA Dance.
 15. In the event of dissolution of a chapter, the net assets remaining after payment of chapter obligations shall be held in trust by USA Dance for a period of two (2) years. If the chapter is reactivated within the two-year (2) period, the funds in escrow will be returned to the chapter. Thereafter, the funds in escrow shall inure to and become the property of the national treasury of USA Dance. Upon dissolution the chapter must submit all financial records and documents to the USA Dance Secretary.
- B. **AUTHORITY**: Each chapter shall have the following powers:
1. to solicit members
 2. to assess and collect dues
 3. to organize chapter and other activities including, but not limited to, competitions, social dances, dance workshops, team matches, educational seminars, fund raisers, etc.
 4. to publish newsletters
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- I. DELEGATION: Officers and board members may delegate specific tasks to other individuals but shall retain the responsibility for those tasks.
- J. COMMITTEES: Standing or ad-hoc committees may be created or dissolved and given specific authorities, responsibilities and/or tasks by the board. Committees shall not incur indebtedness on behalf of the chapter or otherwise commit the chapter without the prior approval of the board, circumvent or alter rules, policies or procedures of the chapter or USA Dance, or exceed their prescribed duties or functions. Chapter committee chairpersons shall preside over the committees' meetings; recruit, appoint and dismiss committee members under direction of the chapter's board; implement the authorities, responsibilities and/or tasks assigned the committees by the board; report on the committees' actions to the board in writing or in person at intervals determined by the board, and see that the committees abide by the policies established by the board and by USA Dance.
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Tally: Passed 11-0-0.

Yeas: Carole, Melissa, Glenn, Kym, Hannah, Herb, Roger, Ruth, Leland, Giacomo, Gary.