

# SWINGING SQUARES

## BY-LAWS

As amended April 21, 2025

### 1.0 CLASS

- (a) One (a) admission will be free to any for their first workshop night.

### 2.0 FISCAL YEAR

- (a) The fiscal year shall run from January 1 to December 31.
- (b) The Treasurer's Annual Report will cover the period from January 1 to December 31.

### 3.0 CLUB AFFILIATIONS

Membership must be maintained in the following organization for insurance purposes.

- (a) EDSARDA (Eastern District Square and Round Dance Association)

### 4.0 ALCOHOL, ILLEGAL DRUGS AND SMOKING

NOT permitted in the building at any Swinging Squares event.

### 5.0 BOARD MEETINGS

- (a) An approved copy of the minutes of the Board meetings will be available in a binder, maintained by the Secretary, for review by the membership at workshops.
- (b) Board meetings will not be held during Club functions such as class, workshops, dances, etc.

## 6.0 BADGES AND TITLE BARS

- (a) Members of the Board are entitled to wear a title bar attached to the Club badge indicating they are members of the Board. It shall read “Board Member” and be supplied by the Club.
- (b) Officers of the Board, elected by the members of the Board, shall be entitled to wear only the following title bars—Chairperson, Vice-Chairperson, Secretary, Treasurer. The Club will supply these bars. Board members are encouraged to wear their Club badges with appropriate Title Bars to all Club functions.
- (c) Only members in good standing are entitled to wear the Swinging Squares badge and are encouraged to wear them at all Club functions.
- (d) Upon graduation, class members joining the Club will be provided a permanent Swinging Squares badge.

## 7.0 PROGRAM

- (a) Is responsible for negotiating and signing contracts with the halls, callers and cuers.
- (b) Program scheduling should be completed two (2) years in advance, when possible.
- (c) Callers and cuers should be contacted and confirmed one (1) week prior to the dance.

## 8.0 PUBLICITY

Will be responsible for publicizing all Club events by announcement in:

- (a) Newspapers, flyers, and social media.
- (b) Monitor square dance websites for information and schedules for accuracy.

## 9.0 SUNSHINE

The Board will be responsible for sending a:

- (a) Floral arrangement, a fruit basket, or appropriate donation from the Club on the passing of a Club member.
- (b) Card on the passing of a member's family.
- (c) Card to a Club member in the event of an illness or special occasion.

## 10.0 DOOR PRIZES

Treasurer will be responsible for the handling of door prizes.

- (a) Free admission - one single at a workshop and one couple at a dance.
- (b) If the door prizes are donated, adjustments will be made accordingly.

## 11.0 ACTIVITIES

Will be responsible for outside Club activities such as:

- (a) Any activities planned to fulfill the social aspect of the Club activities.  
Costs are to be borne by the Club members unless otherwise stated.

## 12.0 CLASS CO-ORDINATOR

Will be responsible to:

- (a) Contact a class member who is absent for two (2) weeks.
- (b) Keep class members notified of our own Club's events as well as other Clubs.
- (c) Listen to class members problems pertaining to the Club and dancing and help find a solution to the problems.

## 13.0 EXEMPTIONS

The Treasurer and his/her partner or persons designated by the Treasurer to act on his/her behalf are exempt from paying fees for the dances and workshops.