

Bylaws

Claddagh Irish Dance Association

ARTICLE I – NAME

The name of this organization shall be Claddagh Irish Dance Association.

ARTICLE II – FISCAL YEAR

The fiscal year of the Claddagh Irish Dance Association shall be September 1 to August 31.

ARTICLE III – OBJECTIVES

To promote, preserve and perpetuate Irish dance and Irish art, culture, and traditions through various charitable and educational activities.

To be non-sectarian and non-political.

To establish guidelines for all active members to abide by.

To establish a format for active members to voice opinions and resolve differences before a body of their peers in a congenial manner.

To set a standard for levying dues and raising capital for the advancement of the above ideas and principles.

ARTICLE IV – MEMBERSHIP

Voting Membership shall consist of registered students, family members of registered students at the McGrath Academy of Irish Dance, and also instructors at McGrath Academy of Irish Dance.

Non-voting membership shall consist of members of the public who wish to participate in and promote Irish cultural activities. Voting Membership confers voting privileges and any benefit

voted on by the membership including, but not limited to, participation in McGrath Academy of Irish Dance school events and in cultural outings arranged by Claddagh Irish Dance Association. Non-voting membership confers the same participation benefits as Voting membership except that it does not confer any voting privileges. Membership is contingent upon remittance of the annual dues. Members in good standing are current in membership dues. The Executive Board may set dues schedules for memberships.

ARTICLE V – VOTING RIGHTS

Any member in good standing and having Voting membership shall be entitled to nominate and vote for any candidate for office, or for any amendments to the Bylaws of the organization. The Executive Board shall have the authority to establish and define nonvoting categories of membership.

For the purpose of voting on issues subject to the approval of organization membership:

- Each member shall have one vote.
- Voting may take place by use of an electronic vote.
- In the case of an electronic vote, members will have a time limit of 24 hours to vote. The voting rights will close after 24 hours after the vote is opened.
- There may be times that a vote is required within 12 hours. In this case, the 12 hour rule will also be used.

ARTICLE VI – GOVERNING BODY

The governing body of this organization shall be the elected directors and shall be known as the Executive Board. The Executive Board shall be responsible to the members. It shall supervise all matters pertaining to this organization and perform any other activities to fulfill the purposes of this organization.

ARTICLE VII – OFFICERS

The officers of the Executive Board (“the Board”) will be as follows: President, Vice President, Secretary, and Treasurer. Officers shall be elected by secret ballot or electronic vote in the month of June for a two (2) year term commencing in the month of September 1st following the election. There shall be no preclusion from serving consecutive terms.

ARTICLE VIII – NOMINATIONS

A nomination committee will select the nominees. Nominations will also be accepted from the floor or via email. Nominees for the Board must be Voting members in good standing.

ARTICLE IX – DUTIES OF OFFICERS

President

1. Shall convene regularly scheduled Board meetings
2. Shall preside at all meetings of the organization or arrange for other members of the executive committee to preside
3. Shall set the agenda for the regularly scheduled meetings
4. Shall arbitrate, as necessary, disagreements and conflicts as they arise

Vice President

1. Shall preside at all meetings in the absence of the President
2. Shall act as liaison between committees appointed by the President

Treasurer

1. Shall serve on the Finance Committee
2. Shall have the responsibility of oversight of the Finance Committee
3. Shall render a report at each meeting on the financial transactions of the organization and such report shall be recorded in the minutes of the meeting
4. Shall collect and deposit all monies payable to the Claddagh Irish Dance Association including annual dues
5. Shall pay bills and reimburse members promptly upon receipt of appropriate bills or receipts
6. Shall maintain books reflecting the payment of dues and account for all income and disbursements

Secretary

1. Shall keep full and accurate minutes of proceedings of each meeting
2. Shall provide minutes to the general membership
3. Shall prepare and forward notices of regular and special meetings to all members
4. Shall maintain corporate records and correspondence belonging to the organization
5. Shall update By-laws as needed with the assistance of the President
6. Shall coordinate with the Treasurer and maintain an up-to-date list of paid members

ARTICLE X – RESIGNATIONS

Resignations of members of the Executive Board shall be in writing addressed to the President or Secretary. Resignations will be effective upon receipt and acceptance of the Executive Board.

ARTICLE XI – VACANCIES

Vacancies in any office arising from any cause may be filled by the Board at any regular or special meeting of the Board. New Board members will serve through the unexpired term of office.

ARTICLE XII – STANDING COMMITTEES

Standing Committees may be appointed by the President at the request of the general membership or as deemed necessary by the Executive Board. The Executive Board appoints all committee chairs. All chairpersons of these committees will report directly to the Executive Office assigned to that committee.

The Executive Board will create a Finance Committee. The Treasurer and the President will be members of the Finance Committee. The Finance Committee is responsible for developing and reviewing fiscal procedures, a fundraising plan and an annual budget with other Board members. The Board must approve the budget. The Board must approve any major change in the budget.

ARTICLE XIII – TRANSFER OF OFFICE

All outgoing officers are required to give a satisfactory summary of their duties and an account of all open items to the newly elected officers at the election meeting. An external audit of the financial records will also be conducted at the close of the fiscal year.

ARTICLE XIV – MEETINGS

Two meetings will be held from September through June. Due notice will be given to all members concerning time and place. Meetings will be conducted following the Roberts Rules of Order. Special meetings of the Board shall be called upon by request of the President. The Secretary shall send out notices of special meetings one week in advance of the meeting. The Executive Board authorizes the use of electronic voting for votes on matters arising between

meetings. The President shall preside over the electronic vote and such vote will be conducted following Roberts Rules of Order. All electronic votes shall be included in the corporate records.

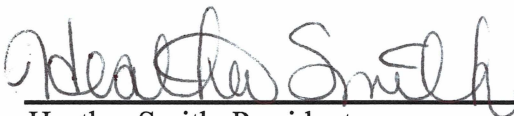
ARTICLE XV – GRIEVANCES

Any member in good standing may initiate a grievance against another member by submitting a signed statement to the President for review by the Executive Board. He/She shall have the right to request a hearing before the Executive Board members on the matter alleged in the complaint. The President must notify the member mentioned in the complaint in writing that a complaint has been lodged against him/her. The written notification must include a copy of the actual complaint. The member being complained against has the right to request a hearing before the Executive Board. Decisions regarding a grievance will be rendered by the Executive Board and will be forwarded in writing to all involved members.

ARTICLE XVI – AMENDMENTS

The Executive Board shall have power to make and amend the Bylaws of this corporation. Amendments to the Bylaws must receive a simple majority vote of the general membership present and voting with a quorum of at least five members.

Bylaws adopted and approved the 22nd of Oct 2014.



Heather Smith, President