

This copy belongs to: «Club»

**PROPOSED CHANGES TO THE
MIAMI VALLEY DANCE COUNCIL
CONSTITUTION AND BYLAWS
September – November, 2001**

Attachments:

1. WHITE – Current MVDC Constitution, Bylaws, Standing Policies, January, 1997
2. BLUE – Proposal 1 – Changes regarding the City of Dayton
3. PINK – Proposal 2 – General Committee Changes
4. GREEN – Proposal 3 – Club Leadership to Awards Committee
5. PEACH – Proposal 4 – Michael Solomon Support Committee

The rules for changing the Constitution (Constitution, Article IX):

“This constitution can be amended at any regular Council meeting by a **two-thirds** vote of the eligible voters present at the meeting. Amendments must be submitted in writing and read to all club representatives at least one meeting prior to voting. . . .”

The rules for changing the Bylaws (Bylaws, Article VIII):

“These bylaws can be amended at any regular Council meeting by a **majority** vote of the eligible voters present at the meeting. Amendments must be submitted in writing and read to the club representatives at least one meeting prior to voting. . . .”

Who can vote (Bylaws, Article III, Section 1):

“Members of the executive board (see BYLAWS, ARTICLE VI, SECTION 1), and one representative from each club shall have one vote at Council meetings. Each representative shall represent one club only. No individual shall have more than one vote.”

- The attached proposals will be **submitted in writing and read** to the club representatives during the **September, 2001**, MVDC meeting. **There will be no discussion at this time.**
- The attached proposals will be **voted** on at the **November, 2001**, MVDC meeting. **Discussion will be allowed for each proposal. There will be no changes to the proposals. Please limit your comments to why we should vote for or against each proposal.**
- **Proposal 1** requires a **two-thirds** vote of the eligible voters present at the November, 2001 meeting to pass.
- **Proposals 2, 3, 4** require a **majority** vote of the eligible voters present at the November, 2001 meeting to pass.
- **Eligible voters present** will be determined from the **sign in sheet** at the November, 2001 meeting.

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- **Each proposal will be voted on separately. Approved changes will be accumulative unless otherwise noted in the proposal.**
- Additional changes to the Consitution and Bylaws will be presented at the January, 2001, MVDC meeting.

These proposals may be viewed on the web at:

http://www.geocities.com/leslie_hyll/mvdc

Thank you for your kind attention and cooperation.

The Constitution and Bylaws Review Committee:

Leslie Hyll, Chair, leslie_hyll@ameritech.net
Iris Maloney
Neal Morrisey
Fay Samborsky

Proposal 1 – Changes regarding the City of Dayton

- Text that has been deleted is shown with a line through it.
- Text that has been added is shown underlined.
- Sections with changes have a change bar next to the paragraph on the left side.
- A minimum of other text and sections has been included so that the changes may be understood where they fit in the overall structure of the document. This proposal does not recommend any changes other than the text lined through or underlined.
- If this proposal and Proposal 4 (on the MSSC) are both approved, the changes to the section on the MSSC in this proposal will be overridden by Proposal 4.

Background:

Leslie Hyll spoke with Peggy Collins by telephone on August 2, 2001, at 10:00 am. Ms. Collins is the City of Dayton representative that the Council considers to be the City's trustee to the council.

During this conversation, Ms. Hyll and Ms. Collins reviewed each reference to the City of Dayton in the Constitution and Bylaws. The changes proposed here reflect Ms. Collins direction.

Ms. Collins feels that the role of the City with regard to the Council is that of landlord. She and the City are primarily concerned with the City facilities the Council uses, i.e. the Michael Solomon Pavilion. She does receive minutes of Council meetings and reports from the MSSC. She is interested in finances concerning the Pavilion, but is not interested in general finances of the Council or any Club. She is not interested in having to attend any meetings. She does not see any need for the City to have a representative to the Council or any club.

**CONSTITUTION
of the
MIAMI VALLEY DANCE COUNCIL, INC.**

ARTICLE I. NAME

The name of the organization shall be the MIAMI VALLEY DANCE COUNCIL, INC., a non-profit organization in the State of Ohio sponsored by the ~~Division of Leisure Services of the City of Dayton, Ohio~~ City of Dayton, Department of Parks, Recreation, and Culture. The term *Council* as it appears in this document shall refer to Miami Valley Dance Council, Inc. The term *City* as it appears in this document shall refer to the City of Dayton, Department of Parks, Recreation, and Culture.

ARTICLE II. PURPOSE . . .

ARTICLE III. INCORPORATION . . .

ARTICLE IV. OPERATION . . .

ARTICLE V. MEMBERSHIP . . .

ARTICLE VI. OFFICERS . . .

ARTICLE VII. MEETINGS . . .

ARTICLE VIII. DISSOLUTION

In the event the Council is dissolved, any funds in the Council treasury or equipment owned by the Council itself shall become the property of the City ~~of Dayton, Division of Leisure Services~~. Such funds shall be deposited ~~in the Bureau of Cultural Affairs with the Division of Recreation~~.

ARTICLE IX. AMENDMENTS . . .

**BY-LAWS
of the
MIAMI VALLEY DANCE COUNCIL, INC.**

ARTICLE I. DUTIES OF THE OFFICERS . . .

- Section 1. Trustees (4 elected) . . .
- Section 2. President . . .
- Section 3. Vice President . . .
- Section 4. Secretary
 - A. Records minutes and attendance of all business proceedings; keeps a list of all committee members and a copy of the constitution.
 - B. Processes business correspondence for the Council as required.
 - ~~C. Provides the City of Dayton, Division of Leisure Services, a copy of the minutes of each Council meeting within one week of the meeting.~~
- Section 5. Treasurer . . .
- Section 6. Editor of Miami Valley Dance News . . .
- Section 7. State Representatives (2) . . .

ARTICLE II. ELECTION OF OFFICERS . . .

- Section 1. . . .
- Section 2. . . .
- Section 3. . . .
- Section 4. . . .
- Section 5. Terms of Office
 - A. An elected officer, except the trustees and treasurer, shall serve a one-year term and may be re-elected for one additional term in that office.~~The representative of the City of Dayton, Division of Leisure Services, is a permanent trustee.~~
 - 1. The trustees shall be elected for a two-year term and may be reelected for one additional term.
 - 2. The treasurer shall be elected for a one-year term and may be reelected for an unspecified number of terms.
 - B. . . .
 - C. . . .
 - D. . . .
 - E. . . .
 - F. . . .

ARTICLE III. MEMBERSHIP . . .

ARTICLE IV. MEMBERSHIP GUIDELINES

- Section 1. The Miami Valley Dance Council, Inc. shall
 - A. . . .
 - B. . . .
 - C. . . .
 - D. . . .
 - E. Support ~~the e~~City of Dayton recreation programs whenever possible.
- Section 2. Council member clubs shall

**BY-LAWS
of the
MIAMI VALLEY DANCE COUNCIL, INC.**

- A. . . .
- B. . . .
- C. . . .
- D. . . .
- E. . . .
- F. . . .

G. In the event of dissolution of clubs ~~s not using facilities owned by the city of Dayton~~, disburse remaining funds as agreed by club members or donate to the Miami Valley Dance Council, Inc. if desired.

H. ~~For those clubs using facilities owned by the city of Dayton, a~~Assist whenever possible in the maintenance and improvement of said facilities.

~~I. For those clubs using facilities owned by the city of Dayton, adhere to all regulations specified in ARTICLE VII, BYLAWS.~~

I. For those clubs using facilities owned by the City:

- 1. Operate the organization within the framework of the general laws, ordinances, rules and regulations of the City.
- 2. Conduct the organization such that any person shall have equal opportunity to join and continue as a member.

ARTICLE V. OPERATIONAL PROCEDURES . . .

ARTICLE VI. COMMITTEES

Section 1. Executive Board

This committee serves a one-year term and consists of elected and appointed Council officers (see CONSTITUTION, ARTICLE VI), and immediate past president, ~~and the representative from the Division of Leisure Services of the city of Dayton~~

- A. Functions for emergency action only between regular Council meetings.
- B. Has powers of the Council, except to reverse any action of the Council.
- C. Provides minutes of special meetings at the next regular Council meeting.

Section 2. Executive Committee . . .

Section 3. Standing Committees

These committees serve a one-year term. Chairpersons need not be Council representatives but must be ratified by the Council.

- A. Community Relations Committee . . .
- B. Publicity Committee . . .
- C. Membership Committee . . .
- D. Schedule-Printing Committee . . .
- E. Club Leadership-Operation Committee . . .
- F. Sewing Committee . . .
- G. Special Events Committee . . .
- H. Historical Committee . . .
- I. Michael Solomon Support Committee

**BY-LAWS
of the
MIAMI VALLEY DANCE COUNCIL, INC.**

1. Consists of a representative from each club organization regularly dancing in Michael Solomon Pavilion. The chairperson is selected by that group and is the contact person between the clubs, Council, and ~~Division of Leisure Services~~ the City in matters of decorating and maintenance
2. Maintains a Michael Solomon support fund separate from Council monies but subject to audit by the Council and the City. ~~of Dayton~~
3. Holds at least four (4) meetings of the full committee per year (one each quarter)
4. Submits a financial report to the Council Executive Board immediately after each quarterly meeting and presents a financial report at the next regularly scheduled Council meeting

Section 4. Ad Hoc Committees . . .

~~ARTICLE VII.~~ CITY OF DAYTON GUIDELINES

~~These guidelines apply only to clubs provided a place to dance by the City of Dayton.~~

~~Section 1. All such organizations must operate within the framework of the general laws, ordinances, rules and regulations of the City of Dayton.~~

~~Section 2. All such organizations must be so conducted that any Dayton citizen shall have equal opportunity to join and continue as a member.~~

~~Section 3. A member of the Division of Leisure Services shall at all times be an ex-officiomember of the Executive Committee, Governing Board or Council of the organization. The representative of the Division shall be notified of all business meetings of the organization as a whole or of the governing authority so this representative can be in attendance.~~

~~Section 4. The financial accounts of these organizations shall be audited annually, and a statement of such audit plus yearly attendance data shall be submitted to the Division of Leisure Services. All expenditures shall be for the benefit of the organization or club in general.~~

~~Section 5. If for any reason any of these organizations is disbanded, any funds in the treasury or equipment owned by the organizations shall become the property of the Division of Leisure Services with such funds to be deposited in the Recreation Trust Fund, the equipment to be used by the Division.~~

~~ARTICLE VIII.~~ ARTICLE VII. ADMENDMENTS . . .

<u>PROPOSED CHANGES</u>	<u>RATIONAL FOR CHANGE</u>
<p>ARTICLE VI. COMMITTEES & REPRESENTATIVES</p>	<p>Better describes content of article because we are now defining individual roles in addition to committees.</p>
<p>Section 1. Executive Board</p>	
<p>A. This committee serves a one-year term and eConsists of elected and appointed Council officers (see CONSTITUTION, ARTICLE VI), immediate past president, and the representative from the Division of Leisure Services of the Ccity of Dayton .</p>	<p>The board does not have a term associated with it. It exists forever. Each member of the board has a term (president – one year; trustee – two years; etc.). These terms are defined elsewhere.</p> <p>If Proposal 1 is approved, the City representative clause will be deleted.</p>
<p>B. A.Functions for emergency action only between regular Council meetings.</p> <p>C. B.Has powers of the Council, except to reverse any action of the Council.</p> <p>D. C.Provides minutes of special meetings at the next regular Council meeting.</p> <p>Section 2. Executive Committee</p>	
<p>A. This committee eConsists of the Executive Board plus the chairpersons of all committees.</p>	<p>Minor change for format consistency</p>
<p>B. A.Assists in the management of and makes recommendations to the Council.</p>	
<p>Section 3. Standing Committees & Representatives</p>	<p>Better describes content of section</p>
<p>These committees <u>and representatives</u> serve a one-year term <u>unless otherwise indicated</u>. Chairpersons need not be Council representatives but must be ratified by the Council <u>unless otherwise indicated</u>.</p>	<p>There are a couple of chairs/ reps who serve longer than 1 year. These are indicated in the specific subsections.</p> <p>There is at least one instance where the chair is not ratified by the council.</p>
<p>A. Community Relations / <u>Publicity</u> Committee</p> <ol style="list-style-type: none"> 1. Develops and implements a public relations program <u>including community service activities</u>. 2. <u>Creates publicity for Council-wide activities</u>. 	<p>Combined 2 committees</p> <p>Clarifies that public relations includes things like food drives.</p> <p>Clarifies that the committee is to create publicity not just process it.</p>

<u>PROPOSED CHANGES</u>	<u>RATIONAL FOR CHANGE</u>
<p>3. <u>Arranges public demonstrations of all forms of recreational dance available through the Council.</u></p>	<p>Current C&B does not specify who is responsible for demos. This places responsibility. It also encourages demos to be more than just square dancing. The intent is not to require all forms of dance at every demo – but that demos may be for other forms besides squares, and should sometimes represent as many forms as possible.</p>
<p>B. Publicity Committee</p> <p>1. Processes publicity for Council-wide activities</p>	<p>Combined with Community Relations</p>
<p>C. Membership Committee</p> <p>1. Investigates the legitimacy of club applications for membership</p> <p>2. Presents recommendations to Council</p>	<p>Moved to Ad hoc committees and discussed there.</p>
<p>B. D. Schedule-Printing Committee</p> <p>1. Receives dance schedules for semi-annual printing (See BYLAWS, ARTICLE IV, Section 2F)</p> <p>2. Prepares, submits, and proofs material for printing</p> <p>3. Distributes printed schedules</p> <p><u>1. Requests club dance schedules and consolidates them into a Council-wide schedule.</u></p> <p><u>2. Prints and distributes Council-wide schedule at an interval determined by the Council.</u></p>	<p>Schedules are no longer produced twice a year</p> <p>Unnecessary detail</p> <p>Clarifies the purpose of the committee</p> <p>Leaves the details to the committee and the council.</p>
<p>C. E. Club Leadership-Operation Committee</p> <p>1. Coordinates Council-sponsored club leadership-operation clinic(s)</p> <p>2. Processes Council badge orders</p>	<p>Changes to this committee are being presented as a separate proposal.</p>
<p>F. Sewing Committee</p> <p>1. Coordinates sewing clinic(s)</p>	<p>Deleted. If needed in future, it may be organized as an ad hoc committee.</p>
<p>G. Special Events Committee</p> <p>1. Selects chairmen for and oversees events sponsored by the Council</p>	<p>Deleted.</p> <p>Responsibility for specific special events have been or are being defined in other committees.</p>

<u>PROPOSED CHANGES</u>	<u>RATIONAL FOR CHANGE</u>
<p>D. H. Historical Committee <u>Historian</u></p> <ol style="list-style-type: none"> 1. Maintains a pictorial and narrative chronological history of the Council. 2. <u>Maintains and keeps Council quilt and banner.</u> 	<p>History is not always chronological</p> <p>Places responsibility not formally defined otherwise.</p>
<p>E. I. Michael Solomon Support Committee</p> <ol style="list-style-type: none"> 1. Consists of a representative from each club organization regularly dancing in Michael Solomon Pavilion. The chairperson is selected by that group and is the contact person between the clubs, Council and Division of Leisure Services in matters of decorating and maintenance 2. Maintains a Michael Solomon support fund separate from Council monies but subject to audit by the Council and the City of Dayton 3. Holds at least four (4) meetings of the full committee per year (one each quarter) 4. Submits a financial report to the Council Executive Board immediately after each quarterly meeting and presents a financial report at the next regularly scheduled Council meeting 	<p>Changes for this committee are being submitted as a separate proposal.</p>
<p>Section 4. Ad Hoc Committees</p> <p>These committees do not serve a set term but are for a specific purpose only.</p>	
<p>A. Nominating Committee</p> <ol style="list-style-type: none"> 1. Consists of three Council members <u>individuals</u> who are not current Council officers. 2. Presents slate of officers at the September Council meeting. 	<p>Individuals are not members of the Council, only clubs are members of the council.</p>
<p>B. Ohio State Convention Committee</p> <ol style="list-style-type: none"> 1. The chairperson shall be appointed following the last Dayton-hosted convention. All other members of this committee shall be appointed by the chairperson. 2. Plans, organizes and coordinates the Ohio State Square and Round Dance convention for the year it is held in Dayton. 3. Serves until the completion of the convention for which it was originally assembled. 	<p>No changes to this committee</p>

<u>PROPOSED CHANGES</u>	<u>RATIONAL FOR CHANGE</u>
<p>C. Audit Committee</p> <ol style="list-style-type: none"> 1. Annually audits the financial records of the Council, and member clubs subject to the provisions of ARTICLE VII, BYLAWS 2. Presents audit reports to the Council president at no later than the March meeting. 	<p>The Council has no business looking at the financial records of individual clubs.</p> <p>Why wait until March if the report is ready before that?</p>
<p>D. Constitution Committee</p> <ol style="list-style-type: none"> 1. Proposes revisions and/or amendments to the eConstitution, and bBy-laws, and Standing Policies. 2. This committee shall be created no less than once every five (5) years. 	<p>Clarifies the responsibilities of the committee.</p>
<p>E. <u>Membership Committee</u></p> <ol style="list-style-type: none"> 1. <u>Investigates the legitimacy of club applications for Council membership.</u> 2. <u>Presents recommendations to Council.</u> 	<p>Moved from standing committees.</p> <p>The council does not receive so many requests for membership that this committee needs to exist every year. It makes more sense to appoint the committee whenever a request is received, and let the committee live until the membership has been voted on.</p> <p>As for keeping attendance at Council meetings, that activity has never been formally defined for this committee, and in fact, is officially defined as the responsibility of the secretary (see bylaws article I, section 4.A).</p>
<p>F. E. Other Committees</p> <ol style="list-style-type: none"> 1. Formed by the president for purposes not specifically stated in this document. 	

As of 9/3/2001

This proposal seeks to replace the Club Leadership-Operation Committee with a new Awards Committee. Presently, the primary job of the Club Leadership-Operation Committee seems to be the management of the Honor Raider program. The proposal changes the name of the committee and makes it responsible for managing all of the Council award programs.

Current:

	Rational
E. Club Leadership-Operation Committee	
1. Coordinates Council-sponsored club leadership-operation clinic(s)	We haven't had a clinic for several years. However, deletion of this clause doesn't mean you can't have a clinic. You would do it as an ad-hoc activity.
2. Processes Council badge orders	Don't understand what this had to do with leadership or operations of clubs.

Proposed:

Delete lines above and Add these lines	Rational
E. Awards Committee	
1. Implements Council-wide award programs including but not limited to Honor Roll Dancers program, club anniversary recognition, and banner raid program.	Places responsibility for all Council award programs with a committee. Currently, neither the constitution, bylaws, nor standing policies, indicate WHO is responsible for each award program. Definition of responsibility has been informal. This formalizes and centralizes it.
2. Recommends guidelines for implementation of awards programs to the Council for its approval.	
3. Publishes and distributes Council approved guidelines for award programs.	Formalizes and centralizes information about award programs. Currently it is not clear who to ask about each program.
4. Maintains award displays including but not limited to banner raid board, club anniversary plaques, honor roll dancers, Council past presidents, and plaques awarded to the Council. Maintenance of award displays at the Michael Solomon Pavilion will be in cooperation with the Michael Solomon Support Committee.	Again, places responsibility that has not previously been formally defined.
5. Plans and implements an annual Honor event to recognize award recipients.	Again, places responsibility that has not previously been formally defined.

This proposal would replace the existing section on the MSSC with a section that more thoroughly and clearly defines the MSSC. The proposed wording accurately reflects how the MSSC is currently working.

Current wording:

- I. Michael Solomon Support Committee
 1. Consists of a representative from each club organization regularly dancing in Michael Solomon Pavilion. The chairperson is selected by that group and is the contact person between the clubs, Council and Division of Leisure Services in matters of decorating and maintenance
 2. Maintains a Michael Solomon support fund separate from Council monies but subject to audit by the Council and the City of Dayton
 3. Holds at least four (4) meetings of the full committee per year (one each quarter)
 4. Submits a financial report to the Council Executive Board immediately after each quarterly meeting and presents a financial report at the next regularly scheduled Council meeting

Proposed wording:

- I. Michael Solomon Support Committee (MSSC)
 1. Management - The MSSC shall manage the Michael Solomon Pavilion by
 - a. performing building and yard maintenance and improvements with the permission of the City,
 - b. planning expenditures through the use of a Council approved budget,
 - c. providing a schedule function,
 - d. recommending usage fees for approval by the Council, and
 - e. publishing schedule information, usage guidelines, and approved usage fees.
 2. Chair - The Chair of the MSSC
 - a. shall be selected by the membership of MSSC,
 - b. shall serve for a term to be determined by the MSSC membership,
 - c. shall act as liaison between the Pavilion users, the Council, and the City in matters concerning the Pavilion, and
 - d. shall report status of MSSC activities and finances to the City.
 3. Membership - The membership of the MSSC shall consist of one representative from each organization that meets regularly (at least 6 meetings a year) in the Michael Solomon Pavilion. The Council shall be represented by a Trustee. The President of the Council shall be an ex-officio member of the MSSC.
 4. Monies
 - a. The MSSC shall prepare and submit a budget for Council approval each year.
 - b. The MSSC shall maintain a support fund separate from Council monies.
 - c. Usage fees shall be deposited into the support fund.
 - d. The support fund shall be used only for the management (as defined above) of the Michael Solomon Pavilion.
 - e. The MSSC shall submit a financial report for each regularly scheduled Council meeting.
 - f. MSSC finances shall be subject to audit by the Council and the City.
 5. Meetings - The MSSC shall hold at least four (4) meetings per year.
 6. Operating Procedures – The MSSC may create and approve internal operating procedures without the further approval of the Council as long as such operating procedures are not in conflict with the Council Constitution and By-Laws.

Ballot «No» for
«Club»«Next Record»

Ballot «No» for
«Club»«Next Record»

Ballot «No» for
«Club»

Ballot for MVDC Constitution and Bylaws

Ballot for MVDC Constitution and Bylaws

Ballot for MVDC Constitution and Bylaws

	FOR	AGAINST		FOR	AGAINST		FOR	AGAINST
Proposal 1 Changes regarding the City of Dayton			Proposal 1 Changes regarding the City of Dayton			Proposal 1 Changes regarding the City of Dayton		
Proposal 2 General Committee Changes			Proposal 2 General Committee Changes			Proposal 2 General Committee Changes		
Proposal 3 Club Leadership to Awards Committee			Proposal 3 Club Leadership to Awards Committee			Proposal 3 Club Leadership to Awards Committee		
Proposal 4 Michael Solomon Support Committee			Proposal 4 Michael Solomon Support Committee			Proposal 4 Michael Solomon Support Committee		