



TEXAS STATE CALLERS ASSOCIATION CONSTITUTION & BY-LAWS

LAST REVISION - DECEMBER 2009

CONSTITUTION

ARTICLE I - Name

The name of the organization shall be the Texas State Callers Association (TSCA).

ARTICLE II - Purpose

The purpose of the Texas State Callers Association shall be to provide a professionally oriented organization that will promote the exchange of ideas, and to provide education and information about the square dance activity to its members, dancer organizations, and the general public. In this document, the term "square dance" is intended to include squares, rounds, traditional, contra, and clogging.

ARTICLE III - Objectives

The objectives of the Texas State Callers Association are:

1. to encourage active membership by all callers within the state of Texas;
2. to promote the growth of the square dance activity;
3. to promote cooperation between all organizations within the square dance activity;
4. to support the concepts of CALLERLAB;
5. to provide at least one educational seminar per year.

ARTICLE IV - Membership

1. Membership shall be limited to square dance callers/cuers (callers) in accordance with the following classification of membership:
 - a. Full Member - A Full Member shall be a person who has been calling on a regular basis for a period of not less than one year, and whose membership has been sponsored by a Full Member. He/she shall receive all benefits of the Association. Here, regular basis means at least 24 dances per year.
 - b. Associate Member - An Associate Member shall be a caller not actively calling on a regular basis. An Associate member may be a beginner caller, or a caller who has chosen not to call on a regular basis. A candidate for Associate membership must be sponsored by one Full

Member. The sponsor shall verify that the potential member is (in his/her opinion) a qualified candidate for membership in the Texas State Callers Association.

1. An Associate Member may apply to become a Full Member upon meeting the criteria for Full membership.
 2. An Associate Member shall receive all benefits of the Association except the right to hold office, propose formal motions, vote, or to chair a committee of the Association.
 3. An Associate Member's badge shall read, "ASSOCIATE MEMBER".
- c. Honorary Member - An Honorary Member shall be a person who the Association desires to honor for his/her contribution to square dancing in the state of Texas.
 1. An Honorary Member's badge shall read "HONORARY MEMBER".
 - d. Life Member - A Life Member shall be a caller or teacher who the Association desires to honor for exceptional contributions to square dancing in the state of Texas.
 1. A Life Member's badge shall read "LIFE MEMBER".
 2. Life membership shall be the highest honor that this Association may bestow.
2. Only Full and Life Members shall be eligible to hold Association offices, to vote on its affairs, to propose formal motions, and to chair committees.
 3. Application for Membership:
 - a. Application for all classes of membership and for changes of classification shall be made to the Executive Board on forms provided by that Board. The Executive Board has the power to reject or change the classification of any applicant and/or member.
 - b. All applications for membership must be accompanied with monies for initiation fee and annual dues.
 - c. Membership shall not be denied on the basis of race, creed, color, sex, or national origin.
 4. The Association fiscal year shall be July 1 through June 30.

ARTICLE V - Officers

1. The elected Association officers shall be President, Vice President, Secretary, Treasurer, and two Trustees. These elected officers, along with the immediate past President, shall be known as the Executive Board.
 - a. The terms of the elected officers shall be concurrent with the Association fiscal year.
 - b. All elected officers may succeed themselves in office.
2. The election of officers shall be conducted by a secret mail and/or electronic ballot made available to all Full and Life Members as specified in TSCA By-Laws, Section II – Election of Officers. The results must be announced at least 14 days prior to the annual TSCA meeting held in conjunction with the Texas State Square and Round Dance Festival.
3. If an elected office becomes vacant, the office shall be filled by vote of the Executive Board without vote of the membership. The person(s) so chosen will serve only to the end of the current term, but will be eligible for the same office at the next election.

ARTICLE VI - Meetings

1. There shall be a minimum of two Association meetings each year. One shall be held in conjunction with the Texas State Square and Round Dance Festival, and the other shall be held in the fall. Members will be given notice of the time and location of the fall meeting.
2. Any other Association meeting may be called, with the written consent of the Executive Board, with at least 30 day's notice of such meeting given to the members.

ARTICLE VII - Amendments

1. Any Association Full or Life member may propose amendments to this Constitution. Copies of proposed amendments shall be sent to all Full and Life members at least 45 days prior to the annual meeting. Notice shall be given that the amendment will be acted upon at such meeting. Mail ballot shall be provided with such notice for those members who are unable to attend the meeting. To be valid, mail ballots must be returned to the Secretary 10 days prior to the meeting.
2. If the Executive Board decides that it is in the interest of the Association to secure an immediate response on a proposed amendment, the Board may authorize by majority vote of its members, a mail ballot on the question of amending the Constitution. Such mail ballot shall state in full, the proposed amendment, contain any summary statement of its purpose, and include any arguments both pro and con. The name

or names of the amendment sponsor(s) shall be indicated. Members shall be given at least 45 days from the date of mailing to respond.

3. Amendments to this Constitution shall require a two-thirds majority of the votes cast.

BY-LAWS

SECTION I - Duties of Officers

1. The President shall preside over all meetings and coordinate the activities of the Association. The President shall represent the organization to all external organizations conducting business with TSCA. The President is responsible for appointing members to standing committees and creating ad-hoc committees as needed for TSCA projects, special requests and activities.
2. The Vice President shall be responsible for the coordination of communications and interaction between the TSCA and all other caller associations within the state of Texas. The Vice President shall serve as directed by the President or the Executive Board. The Vice President shall also be responsible for setting up and organizing the up coming years TSCA Caller Seminar.
3. The Secretary shall maintain a record of meetings, membership, and other records as directed. The Secretary shall notify the members of Association meetings through the official publication, or by letter.
4. The Treasurer shall have custody of the Association funds, and shall deposit same in a bank authorized to do business under the laws of Texas, and insured by the FDIC. The Treasurer shall render full financial reports at each Association meeting. The account shall be audited once per year, and a report shall be filed at the annual Association meeting. No funds shall be dispersed without the approval of at least one other authorized Executive Board officer and the signature of the Treasurer. The Treasurer shall provide a directory of all members to the membership annually.
5. The Trustees shall be responsible for the promotion of new membership, and serve as otherwise directed.

SECTION II – Election of Officers

1. The election of officers shall be conducted by a secret mail and/or electronic ballot made available to all Full and Life Members whose dues are current. The election will be complete and results announced no later than 14 Days prior to the Annual TSCA meeting in June.
2. The President will appoint a Nominating Committee no later than October 1st of the Election Year consisting of Chair Person and two other committee members.

3. The Nominating Committee will prepare and distribute an announcement (thru the TSCA Secretary) to all voting members of open nominations. Notification will be through electronic mail and postal mail where required. The announcement will be printed in the October TSCA Newsletter and then sent to members in November by the TSCA Secretary.
4. Members will have from December 1st to January 15th to have their name placed in nomination for any office. They may nominate themselves or other members for an office. They will be required to provide biographical information for election ballots.
5. The Nominating Committee will meet and certify a list of candidates for each office and present it to the Executive Board no later than March 15th. They will insure the nominee is willing and qualified to hold office.
6. The Executive Board will have the Secretary or other designated person prepare the ballots and distribute to all eligible voting members via electronic mail and/or postal mail. Ballots will be distributed no later than April 1st.
7. Members will have until May 1 to return their ballots via postal mail in unmarked envelopes or to vote electronically if it is available. Only one vote will be allowed per member. The Secretary will collect all paper ballots and validate that a valid vote has been cast. Electronic votes will also be validated.
8. The Secretary will open and count all ballots and certify the election results to the Executive Board no later than May 15th. The person receiving a simple majority of the votes cast for each office will be declared the winner.
9. In the event there is a tie in the voting for an office, the Executive Board is empowered to designate the winning candidate for that office.
10. The Executive Board will announce the election results at least 14 days prior to the TSCA Annual meeting in June. New officers will be installed at that meeting.

SECTION III - Meetings

1. At least two Association meetings shall be held each year at the times required by the Constitution. Notice shall be given as required by the Constitution.
2. A quorum at such meetings shall consist of 10% of the active Full and Life Members.
3. Only Association Full and Life Members may submit proposals, sit on discussion panels, or hold office.

SECTION IV - Rules of Procedures

The rules of parliamentary procedure shall be Robert's Rules of Order, which shall be enforced by the Parliamentarian, who shall be appointed by the President.

SECTION V - Dues

1. At the beginning of the fiscal year, the Executive Board shall establish an initiation fee for new members, which will be sufficient to cover the cost of badges and/or material required at the time of initiation. The membership shall be advised of any changes in the initiation fee through the official publication.
2. Annual dues for Full and Associate Members shall be \$15.00.
3. Reinstatement fee for membership shall be the same as for new members.
4. Honorary and Life Members shall pay no dues.
5. Dues shall be payable at the beginning of the fiscal year, or upon assumption of membership.
6. The Treasurer shall give notice each year that dues are payable at the beginning of the fiscal year. One further notice shall be sent to individuals whose dues are 30 days in arrears. 30 days after the second notice has been sent, delinquent members shall be dropped from membership to be reinstated only by approval of the Executive Board.
7. Dues may be changed by a majority vote of the membership. For the purpose of this clause, By-Laws Section X shall not apply.
8. There shall be no pro-ration of dues.

SECTION VI - Committees

1. The following committees shall be appointed by the President:
 - a. Auditing - to provide an audit and report of the books of the Treasurer.
 - b. Nominating - to select a slate of proposed Association officers. Only Full or Life Members may serve on this committee.
 - c. Scholarship - to solicit and select recipients for TSCA Caller/Cuer School scholarships. Only Full or Life Members may serve on this committee.
 - d. Such other committees as he/she may deem necessary.
2. All committee chairmen shall be Association Full or Life Members.

SECTION VII - Ethical Practices

1. Code of Ethics - When a membership application is accepted, the applicant shall pledge to accept and practice the following CALLERLAB Code of Ethics as adopted by the TSCA. Each applicant shall be provided with a copy of the Code of Ethics which will read as follows:

I acknowledge:

- a. That I have an obligation to the dancers; therefore, I shall provide information, instruction, and leadership to enable and encourage the dancer to develop to his/her full potential so that he/she may derive the maximum satisfaction and pleasure from the activity.
- b. That I have an obligation to club organizations; therefore I shall participate in the development and maintenance of a sound and respected club organization, and shall endeavor to discharge this obligation to the best of my ability, and to advise them wisely and honestly.
- c. That I have an obligation to the profession; therefore I shall respect the dignity of the leaders, teachers, and callers as persons, and shall maintain a good reputation for personal integrity.
- d. That I have an obligation to the activity as a whole; therefore, in my personal business and social contacts, I shall be conscious of its heritage and its future, and conduct myself accordingly.
- e. That I have an obligation to work for professional growth, to adhere to uniform nomenclature, to learn, to lead, and to contribute to the total square dance movement to the maximum of my ability.
- f. That I have an obligation to all associations dealing with the activity; therefore, I shall promote a spirit of cooperation between the various elements of the Association.
- g. I will conduct myself at dances in a responsible manner that would not shame other callers in the profession. This includes: 1) making every reasonable effort to arrive at calling engagements early enough that the dance will begin on time; 2) refraining from using language in bad taste or telling jokes that may be embarrassing to the dancers, or calling under the influence of alcohol; 3) staying within the guidelines of the advertised dance program without variance.
- h. Except in extreme emergencies, I will honor all contracts I sign, meaning: 1) I will fulfill all items in the contract; 2) I will not cancel any contract if that cancellation causes a hardship on the sponsoring group. This includes giving sufficient and adequate notice of any cancellation that may be absolutely necessary. 3) I will not send a replacement caller unless this is first approved with the contracting group; 4) I will conduct my financial affairs within the square dance activity in a responsible manner. This includes paying my debts on time, or

making acceptable arrangements if unable to pay on time.

- i. I will only perform music which has been obtained in a manner which properly and completely compensates the artists and producers responsible for its creation. I will not enable others to use copies of my music while I still retain my ownership.
2. Non adherence to the Code of Ethics.
 - a. Charges involving unethical practices shall be submitted in writing to the President, who shall refer the matter to the Executive Board. Notice that charges have been made shall be given to the individual affected, and that person shall be given the benefit of review of such charges with the Executive Board. Notification shall be made no less than 30 days prior to the meeting with the Executive Board, and that person shall have the right to question those who submitted the charges.
 - b. The Executive Board may dismiss the charges or issue a formal warning in writing to the individual, that further non-adherence to the Code of Ethics will result in further action being taken. A copy of their action shall be kept as a permanent record.
 - c. Permanent dismissal from the Association shall require a two-thirds vote of the membership present at the meeting, a quorum being present. Notice of such vote shall be included on the agenda of the coming meeting. The individual shall have the right to make a statement to the members of the Association. If dismissed, no refund of dues shall be made.

SECTION VIII - Publication

The payment of dues shall include a subscription to the official publication.

SECTION IX - Mail Ballots

Unless otherwise provided by the Constitution or By-Laws, the Executive Board may authorize mail ballots in deciding matters of pressing importance to the Association. This includes motions which have been officially made, seconded, and opened to debate before an Association meeting that has adjourned without voting on the motion. In no event shall mail ballots be held on charges of unethical practices.

SECTION X - Dissolution

In the event of the dissolution, disbanding, or other termination of this Association, the Executive Board may convert into cash any assets remaining over and above all liabilities. Such cash or assets shall be disbursed to charitable organizations as shall, in the opinion of the Executive Board, be best qualified to use the funds for the

furtherance of the square and round dance movement in the state of Texas.

SECTION XI - Amendments

These By-Laws shall be subject to amendment in the same form and process as for the amendment of the Association Constitution.

Approved June, 1990
Revised June, 1991
Revised August, 1994
Revised September, 1998
Revised June 2006
Revised October 2008
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