



Sugarfoot Shag Club

Charter, Constitution, and By-Laws

Preamble

The Sugarfoot Shag Club is a corporation established to promote and preserve "the shag dance" and "shagging music" by providing classes, activities, and socials for its members, members of other shag clubs, and all interested non-members.

Membership:

Charter memberships were closed on August 31, 1993. All others seeking membership after this date will apply by returning a completed Sugarfoot Shag Club Membership Application to the Sugarfoot Shag Club Board of Directors. All prospective members must have a Sugarfoot Shag Club member as sponsor and be approved by the Board of Directors before final admittance to the Sugarfoot Shag Club.

Governing Body:

The Sugarfoot Shag Club is governed by a Board of Directors. In this case, the number of Board members will be twelve. Four of the said twelve will serve a one-year term; four will serve a two-year term; and four will serve a three-year term.

Staggering the term of office for Board Members will ensure having experienced Board Members at all times, while giving the new Board members valuable experience for leading the Club in the future.

In December of each year, the four Board Members' seats for one-year terms will be up for election; Board Members holding two-year terms will drop to one-year terms; Board Members holding three-year terms will drop to two-year terms.

Nominations for new Board Members will be accepted by a Nominating Committee, which will be appointed by the Board of Directors. Qualified members of the club can also be nominated from the floor. Voting will be in the form of a ballot if there are more nominees than available Board seats. The Board of Directors may call for acceptance of the nominees by the general membership by a "show of hands" if the nominees are the same number as the available Board seats. Either result will determine the four new Board Members who will be serving a three-year term. Should a board member who is rotating off desire to be considered for another term, he or she must convey that information to the Nominating Committee. The Board of Directors will elect officers of the Sugarfoot Shag Club from the twelve Board Members. The officer election will be held immediately after the conclusion of the General Membership meeting or at the next regularly scheduled meeting of the Board of Directors.

Officers:

The Sugarfoot Shag Club Officers will consist of a President, Vice-President, Secretary, and Treasurer. The President shall call and preside over all meetings. The Vice-President will serve in the absence of the President. The Secretary shall keep all records of membership and any notes of importance to the Sugarfoot Shag Club. The Treasurer shall receive, disburse, and account for all monies collected by the Club.

Operations:

All active members will be encouraged to voice opinions, make suggestions, work for the benefit of the Club, its functions and its fund raisers, and aid in recruitment of new members. Any discussions or recommendations from members shall be brought before the Board of Directors.

Participation in the promotion and support of “shagging” and its music shall be the goal of every member.

Newsletters will be posted on the Club’s web page and transmitted by email. Any information that members wish to include can be discussed with the President. An open, informal, and informative newsletter is the key to the success of the Sugarfoot Shag Club. The President will approve the newsletter for publication to the membership.

General:

On April 14, 1993, this Charter was adopted by the General Membership of the Sugarfoot Shag Club. The contents, herein, and any future amendments are the Charter, Constitution and By-Laws of the Club. Wherever the term “The Club” is mentioned throughout the entirety of this document, it is intended and will be considered to mean “The Sugarfoot Shag Club”.

ARTICLES:

The Charter, Constitution and By-Laws, as written, are intended to be the operating instructions for the Club and will be the governing rules unless changed by Amendment heretofore.

The Charter, Constitution and By-Laws may be amended by a simple majority vote of the attending General Membership. Proposed changes will be published in the Newsletter and e-mailed for membership information. Amendments will be made a part of this Charter and distributed to each of the Club members.

ARTICLE I: Name:

Section 1: The name of the Club shall be “The Sugarfoot Shag Club”.

ARTICLE II: Objectives:

Section 1: The objectives of the Club shall be to bring people together with the mutual interest in dancing, socializing, developing friendships, promoting "the shag dance" and "shag music", to preserve the heritage of shagging, and communicate our purpose to the public.

ARTICLE III: Membership:

Section 1: Membership in the Club shall consist of all duly qualified active members of the Club.

Section 2: Only active members, in good standing, shall vote, hold office, or serve on a committee or serve as the chairperson of a committee.

Section 3: The Board of Directors may censure, suspend, or expel a member for cause after an appropriate hearing and a simple majority vote of the Board at any regularly constituted meeting of the Board of Directors.

Section 4: On written request, signed by a former suspended or expelled member and filed with the Secretary, the Board of Directors by affirmative vote of a majority of the members present at any regularly constituted meeting of the Board of Directors may reinstate such former member to the membership on such terms as the Board may deem appropriate.

Section 5: Membership in this Club is not transferable or assignable.

Section 6: Club membership will be limited to individuals twenty-one (21) years of age or older.

ARTICLE IV: Club Dues:

Section 1: All dues shall be recommended by the Board of Directors and must be approved by a simple majority vote at any scheduled membership meeting.

Section 2: Dues are payable by December 31st each calendar year. In an effort to gain Club members, new members may join at the current annual membership rate at any of our regular socials and receive FREE entry into that social. For clarity, any special functions hosted by the Club are not eligible for free entry.

Section 3: Any member whose club dues are not paid by February 1st, the Membership Committee Chair will send out written notice of such non-payment. If dues remain unpaid for thirty consecutive days thereafter, membership in the Club shall be automatically terminated. All rights associated with the membership shall not be retroactive, including Charter Membership.

Section 4: Effective November 24, 2012, no new Life-Time Memberships will be given.

ARTICLE V: Directors (Election, Authority, and Meetings):

Section 1: The Board of Directors shall consist of twelve (12) members, four of which shall be elected by the membership at the annual meeting, each for a three-year term replacing the four members whose terms expired. No member shall be elected or appointed to the Board of Directors until they have been a member in good standing for at least one year.

Section 2: Should a vacancy occur by death, expulsion, or resignation, then said vacancy shall be filled from the membership by majority vote of the general membership at the next regularly scheduled meeting.

Section 3: The eight carry-over Directors and the four newly elected Directors shall meet and elect officers immediately after the conclusion of the General Membership meeting or at the next regularly scheduled meeting of the Board of Directors. The officers and newly elected Directors shall be presumed to take office on the first day of January following.

Section 4: The Board shall have the power to censure, suspend, or expel any member for any action deemed inappropriate. The Board shall have the power to censure, reprimand, or expel any Board member for non-attendance at scheduled membership meetings, Board meetings, or for any other actions deemed inappropriate for a Board member.

Section 5: The Board shall not have the power to enter any loan agreements or expenditures requiring financing without the approval of the general membership. Routine Club expenses are within the power of the Board.

Section 6: The Board shall conduct all business of the Club and, except as limited by other Sections or Articles of the Charter, Constitution and By-Laws, shall have the complete authority to operate the Club. If the Board shall take any action not satisfactory to the general membership, upon a written petition of 15% of the general membership in good standing, the President shall call a special meeting of the general membership to consider the question and the action of either approving or denying the action of the Board by the general membership shall be final.

Section 7: Voting authority at the board meetings shall be vested in all twelve elected Board Members and only in those twelve persons.

Section 8: The Board of Directors shall conduct a regular scheduled monthly meeting to conduct Club business and to receive committee reports.

Section 9: A special called meeting of the Board of Directors will require at least three Board members' concurrence in writing. This written request will include the issue to come before the Board and be signed by the requesting Board members. The

President has the authority to call special meetings of the Board.

ARTICLE VI: Officers (Election and Authority):

Section 1: The officers of the Club shall be a President, Vice-President, Secretary, and Treasurer.

Section 2: The President, Vice-President, Secretary, and Treasurer will be elected annually from and by the Board of Directors.

Section 3: Should a vacancy occur by death, expulsion, or resignation, then said vacancy shall be appointed by the President for the remainder of the term.

Section 4: The President, or in his or her absence, the Vice-President, shall preside at all meetings of the Club and shall exercise supervision and control over all of the affairs of the Club.

Section 5: The Secretary shall keep the minutes of all Board of Directors meetings and General Membership meetings. The Secretary shall give notice of all meetings of the Board to all members thereof. The Secretary shall conduct the general correspondence of the Club except as performed by the Communications Committee and attend all other duties inherent to the Secretary's position.

Section 6: The Treasurer shall receive all monies of the Club and keep an accurate accounting. The Treasurer shall deposit all money in the Club's designated depository, pay all bills and accounts against the Club when properly certified by the Board of Directors and the President, keep accurate records of all income and expenses, make reconciled monthly report to the Board showing all transactions and the current reconciled bank balance, and make any other financial reports to the Board of Directors as requested. The bank account balance shall be recorded and shared with the general membership.

ARTICLE VII: Committees (Appointments and Duties):

Section 1: The President shall appoint the following committees as soon as practical after his/her election and approval by the Board:

Newsletter

Ways and Means

Communications

By-Laws

Hospitality

Social

Membership

Decorations

Food

50/50 Sales

Special Committees as Deemed Necessary by The Board:

Annual Charity Event

New Year's Eve Committee

CSA Contest & Party Committee

Halloween Party Committee

Section 2: Committee members are appointed to serve for a period of one year and may succeed themselves.

Section 3: The President, and in his absence, the Vice-President, shall be ex-officio members of all committees.

Section 4: Committee Meetings: Meetings of the standing committees shall be held on call of the respective chairperson thereof or by the President.

Duties of Committees

Section 5: **Newsletter Committee:** The purpose of this committee is to publish a newsletter to keep the general membership, other shag clubs, and other non-members informed of upcoming events, membership news, photos, and other items related to shagging.

The newsletter shall be published, at a minimum, every other month. The newsletter may be published more often if requested by the President.

Section 6: Ways and Means Committee: The purpose of this committee is to develop and propose projects to generate funds for the Club, to organize and conduct fund raising events, to collect and transfer all funds to the Treasurer, to be responsible for maintaining any merchandise inventory that is sold by the Club, to report inventory balances to the Treasurer, and to provide the Board with a monthly report.

Section 7: **Communications Committee:** The purpose of this committee is to notify the club membership of parties, other events, and other important items relating to the members. This committee shall also use these functions to relay our shag club information to other shag clubs and non-members. This may be done by providing the information and select photos to the newsletter editor, by maintaining and keeping the Club web site current, by maintaining and posting Club information on the Club Facebook page, by posting Club photos of accomplishments and events on the web site and on the Club Facebook page. The Communications Committee may coordinate the advertising of the Club's events by placing Club information in

free-media; it may develop flyers advertising socials and special events; it would ensure party flyers are given to the newsletter editor and placed on the web site. This committee may also secure advertisers for the Club; the committee may recommend from time to time "paid" advertising to the Board, which would require a vote by the Board of Directors. This committee shall also use these functions to relay our shag club information to other shag clubs and other non-members. The Club broadcasting email system is to only be used to distribute the newsletter, social flyers, fund raising events, communications regarding shag club members, and other approved broadcasts by the President.

Section 8: **By-Laws Committee:** The purpose of this committee is to develop, refine, and publish the Charter, Constitution and By-Laws to the Club, to receive all recommendations for changes (amendments) to these By-Laws and submit them to the Board and the General Membership for approval, and to maintain the official record set of the Charter, Constitution and By-Laws and all future changes.

Section 9: **Hospitality Committee:** The purpose of this committee is to send cards or a \$25 memorial gift to active members who have lost a family member, to send cards to active members who are sick, to welcome people to our socials ensuring that guests feel welcome, and to be a true representative of the club and exemplify a member in good standing. Family members are spouse, parent, stepparent, children or stepchildren. The committee may reach outside the active membership for regular guests or others at its discretion.

Section 10: **Social Committee:** The purpose of this committee is to determine and schedule dates for the Club's socials (giving consideration to other shag clubs' events and ACSC events), to determine and negotiate fees, and to schedule the locations of all socials, to negotiate fees, schedule, and secure contracts for all DJ's, to decide on the type of socials being planned, to work closely with the Food and Decorations Committees on the planning for each social, and to work with non-profit organizations to promote and participate in their events.

Section 11: **Membership Committee:** The purpose of this committee is the responsibility of recruiting new members, keeping membership records and providing the Secretary with up-to-date Membership Roster, advising the Board of people to be voted on as Club members, distributing membership cards, and reporting to the Board each month.

All names, addresses, phone numbers, and email information listed on each and every membership application and the Sugarfoot Membership Roster shall be deemed the property of Sugarfoot Shag Club and are not to be shared or used in any manner except specifically for Sugarfoot Shag Club business.

Section 12: **Decorations Committee:** To provide decorations for socials and other special events to display an inviting, fun, and warm atmosphere.

Section 13: **Food Committee:** The purpose of this committee is to coordinate food and paper products for socials and other special events. This committee is also to ensure adequate servers and/or food monitors are in place.

Section 14: **50/50 Sales Committee:** The purpose of this committee is to conduct the 50/50 raffle at each Sugarfoot party by having a committee member bring the sales bucket with tickets to the party and sell tickets at each table. The DJ will announce the raffle and also announce the winning ticket. The committee member handling the ticket sales will draw the winning ticket (or ask someone to do so). One half of the proceeds go to the winning member or guest and one half goes to the Club.

Section 15: **Annual Charity Event Committee:** The purpose of this committee is to coordinate the charitable event and to make it profitable to support our Club's local charities, at the same time ensuring for a fun event for all members and guests. Following the charitable event, this committee will meet and formulate a suggested distribution of charity funds and present the Club's donations to the local charities.

Section 16: **New Year's Eve Committee:** The purpose of this committee is to plan all aspects of the party, which includes locating and reserving a venue, hiring a DJ, hiring a caterer to provide the meal and midnight breakfast, purchasing decorations for the venue, decorating on the day of the event, providing champagne for the midnight toast, and being available to assist with any other needs as they may arise.

Section 17: **CSA Contest Committee:** The purpose of this committee is to plan and manage the Competitive Shaggers Association Dance Contest Event, sponsored by Sugarfoot Shag Club, to be held during the month of June each year as long as there are available committee members and volunteers to conduct the event. The Chairman along with committee members will be responsible for booking the venue, D.J., and determining the date of the event. All funds to support and/or pay for the event will be obtained through sponsorships, door entry fees, reserved seating fees, raffle ticket sales and any other fund-raising efforts to be determined by the committee. All correspondence including flyers, notifications to members, as well as preparations for the event will be the responsibility of the committee. Proceeds (income over expenses) from this event are to be distributed to various Junior Shag Organizations that will be determined by the committee and voted on by the board before final distribution. The committee chairperson will be responsible for reporting and conveying any necessary information to the board of directors during the process of planning for this event.

Section 18: **Halloween Party Committee:** The purpose of this committee is to plan the costume contest for this party. This includes contacting volunteers to judge the contest, having table and chairs available for the judges, providing forms for the judges indicating the criteria on which the contestants are to be judged, providing

numbered cards for each of the contestants, providing sign up forms for the contestants, contacting the club treasurer in advance of the event to obtain prize money, to divide prize money into separate envelopes for each of the winning contestants, and being available to assist with any other needs as they may arise.

ARTICLE VIII: Membership Meetings (Time and Purpose):

Section 1: The annual meeting of the membership of the Club shall be held in the month of December at a time and place as scheduled by the Board of Directors.

Section 2: At the annual meeting, the election of members to the Board of Directors may be by voting in the form of a ballot if there are more nominees than available Board seats. The Board of Directors may call for acceptance of the nominees by the general membership by a "show of hands" if the nominees are the same number as the available Board seats. Either result will determine the four new Board Members who will be serving a three-year term.

Section 3: At the regular annual meeting of the Club, the members attending will constitute a quorum. A vote shall consist of a two-thirds majority at any such meeting, including a special or called meeting of the membership.

Section 4: The Club will conduct regular scheduled quarterly General Membership Meetings to conduct club business. These meetings will be held at a time and place as determined by the Board of Directors.

Section 5: Order of Business for Board of Directors Meetings:

Reading of minutes of last meeting and all special meetings held subsequently thereto, unless minutes have been previously emailed or distributed to the Board of Directors.

1. Report of Secretary
2. Report of Treasurer
3. Committee Reports
4. Unfinished Business
5. New Business
6. Election of Board of Director Members (if annual meeting)
7. Adjournment

ARTICLE IX: FISCAL YEAR

Section 1: The fiscal year of the Club shall be from July 1 through June 30 each year.

This Charter, Constitution and By-Laws was amended on April 11, 2021, by the General Membership

This Charter, Constitution and By-Laws was amended on February 21, 2020, by the General Membership

This Charter, Constitution and By-Laws was amended on December 11, 2017, by the General Membership.

This Charter, Constitution and By-Laws was amended on December 20, 2016, by the General Membership.

This Charter, Constitution and By-Laws was amended on November 24, 2012, by the General Membership.

This Charter, Constitution and By-Laws was amended on August 20, 2005, by the General Membership.