

BYLAWS FOR OMAHA WEST COAST SWING DANCE CLUB

ADOPTED MAY 30, 2026

Article I – Name

The name of this dance club will be Omaha West Coast Swing Dance Club (OWCSDC). It is found and headquartered in Omaha, Nebraska. Hereafter, it will be referring to simply as the Club.

Article II – Purpose

Section 201 - Provide an organized social forum where members may regularly meet to dance the West Coast Swing (WCS) dance. Other dance music to provide a break may be played.

Section 202 - Join with other dance groups, studios, or instructors to promote the dance known as West Coast Swing by attending conventions, exchanging different styles of WCS, and providing opportunities to dance West Coast Swing and other night club dances.

Section 203 - To avoid potential conflicts of interest in Club governance, the Club will not be associated or affiliated exclusively with any particular dance studio or professional dance instructor. Professional dance instructors are ones whose primary occupation is dance instruction, or who teach for a professional dance studio. Professional dance instructors may join the Club as members and serve on committees and vote at general elections; however, they cannot serve as any Executive Board position with voting privileges over Club direction and affairs.

Article III – Membership

Section 301 - Membership in the Club will be open to individuals who want to dance the West Coast Swing and who are interested in promotion of this Club as outlined in Article II.

Section 302 - Regular members are entitled to be nominated for office, to hold committee positions and vote at elections.

Section 303 - Annual dues are determined by the Executive Board, payable in advance, nontransferable and nonrefundable.

Section 304 - Non-voting club memberships may be granted at no cost, to any instructor, dance club, or others that are deemed beneficial to promotion of this Club. The membership will be granted by a majority vote of the Executive Board and will include instructors who perform workshops for our Club.

Section 305 - An individual's membership may be terminated at the discretion of the Executive Board at any time for any reason by a majority vote at an Executive Board meeting.

Section 306 - A Club President who has been elected president at least three (3) times and completed at least three (3) full terms as president, shall be awarded a lifetime Club membership.

Article IV – Officers

Section 401 - Elected Executive Board Members with Voting Privileges

These officers are elected by the general membership and will assume their offices on the first day of the month following their elections.

– **President**

– **Vice President**

– **Secretary**

– **Treasurer**

Section 402 - Appointed Executive Board Member with Voting Privileges

– **Membership Chairman** - The Membership Chairman is appointed by the President, after being approved by the majority of the Executive Board.

Section 403 - Non-Voting Executive Board Members

Non-Voting Executive Board Members will be appointed as the need and volunteers arise. Their appointment must be approved by a majority vote of the Executive Board Members with voting privileges. They may attend scheduled Executive Board Meetings but will have no voting privileges. These appointed positions may include, but are not limited to the following:

- **Past Presidents** - The Past Presidents are advisory only.
- **Music** - Maintains the club computer and sound equipment, maintains and updates club music, and is available at club dances and functions.
- **Website** - Maintains and updates the club website and oversees the payment of fees to assure the website remains current.
- **Newsletter** - Maintains a subscriber and membership contact list in coordination with the Membership Chairman, creates and sends a newsletter to subscribers on a regular basis. Also sends special messages and information to the membership when directed by the Executive Board.
- **Social Media** - Creates, maintains, and posts updates on the club's social media sites (such as Facebook) in coordination with the Website and Newsletter Directors.
- **Club Historian** - Keeps a history of the club events and activities.
- **Lead Instructor** - Arranges dance instructors for club events.
- **Special Events** - Coordinates any special events.

Section 404 - Office Vacancies - Vacancies occurring in any Office by reason of death, resignation or otherwise may be appointed by the remaining Executive Board Officers at any meeting.

Section 405 - Duties of Voting Executive Board Members

Duties of President

- Presides at all meetings of the Club and Executive Board.
- Represents the club in its relationship with outside individuals and groups.
- Provides a written agenda for Executive Board meetings.

Duties of the Vice President

- Attend Executive Board meetings.
- Assume the office of President in case of the absence of the President.
- Carry out any duties assigned by the Executive Board.

Duties of the Secretary

- Attend Executive board meetings.
- Prepare, distribute, read and keep a record of all minutes of all club meetings.
- Write a summary and send to the Newsletter Director for dissemination to club members only.

Duties of the Treasurer

- Attend Executive board meetings.
- Oversee the filing of the Biennial Report in January of odd numbered years with the State of Nebraska Secretary's Office.
- Maintain checkbook, pay bills and account for all monies of club by maintaining a detailed ledger.
- Report the financial status of the club quarterly to the Executive Board, and make the report available to current membership upon request.
- Supervise the maintenance of a directory with the membership chairman.
- Oversee the payment of music licensing fees.

Membership Chairman

- To be appointed by President and confirmed by the Officers of the Executive Board.
- Attend Executive Board meetings.

- Maintenance of ongoing membership directory.
- Coordinate with Newsletter Director and Treasurer.

Section 406 - Officer Removal

An elected or appointed officer may be removed from office by a majority vote at a regular Executive Board meeting or at a special general membership meeting where the item was placed on the written agenda distributed at least seven (7) calendar days in advance.

Article V – Membership Meetings

Section 501 - The executive Board is required to schedule a General Membership business meeting within ninety days of assuming office.

Section 502 - Special General Membership meetings may be called by the President, by an Executive Board majority, or by the written request of ten members of the club, the purpose of the meeting shall be stated in the call. At least seven (7) days' notice shall be given.

Article VI – Executive Board

Section 601 - The Executive Board will consist of all officers and coordinators listed in Article IV.

Section 602 - The Executive Board will carry out the day to day operation of the club.

Section 603 - The Executive Board will meet on a regular basis.

Section 604 - A quorum is needed for the Executive Board to pass any proposal. A quorum is defined as more than half of the Executive Board Members with voting privileges.

Section 605 - At least two of the newly elected officers must sign signature cards at the bank annually following the election.

Article VII – Elections

Section 701 - The Officers shall be elected by Active Club Members on an annual basis. Each Officer shall hold office until such Officer's successor is elected or until such Officer's earlier death, resignation or removal.

Section 702 - In the event there is not a full ballot for elections to take place, elections may take place with a partial ballot, and those elected officers may continue operating the club until the vacant position is filled.

Article VIII – Amendments to Bylaws

Bylaws may be fine-tuned and added to, per the discretion, and by a two-thirds (2/3) vote of the Executive Board.

Article IX – Special Alerts

A Special Alert via email and/or social media platforms will be sent to advise of or update details for special events, including cancellations due to inclement weather or an unforeseen circumstance.

Article X – Cancellation of the Club

If this Club voluntarily surrenders its interest by a two-thirds (2/3) vote of the voting Club Members, all remaining funds, after they have met all obligations, will be distributed as the Executive Board determines, but only to organizations which qualify as an exempt organization under section 501(c)(3) of the Internal Revenue Code.