

**BY LAWS OF ROCKY MOUNTAIN HIGHLAND DANCERS
OF THE ST. ANDREW SOCIETY OF COLORADO**

ARTICLE I

Name and Place of Business

- Section 1. **Name:** The Rocky Mountain Highland Dancers of the St. Andrew Society of Colorado.
- Section 2. **Place of Business:** The principal office shall be located in the State of Colorado at the residence of the current Secretary.
- Section 3. **Affiliations:** The Rocky Mountain Highland Dancers are an Auxiliary Group of the St. Andrew Society of Colorado, and as such must meet the requirements set forth in the Constitution and Bylaws of the St. Andrew Society of Colorado, Article IX - Auxiliary Groups.

ARTICLE II

Objectives

- Section 1. **Purpose:** The purpose and objectives of the Rocky Mountain Highland Dancers shall be to create and encourage the expression of the ethnic history and dance of Scotland, through performances, workshops and competitions.

ARTICLE III

Membership

- Section 1. **Active Membership:** Active membership is open to persons interested in Scottish Highland Dancing. Membership shall continue as long as annual dues are paid and shall include the right to vote. Dues for family and individual membership are payable on October 1. Delinquent dues will result in termination of membership after December 1.

ARTICLE IV

Meetings, Performances and Workshops

- Section 1. **Meetings:** A minimum of one general meeting will be held within the time period from September to November of each year and all members are encouraged to attend.
- Section 2. **Performances:** Once a member has given a commitment to the Dance Coordinator(s) to participate in a performance, the member will be expected to fulfill that commitment.
- Section 3. **Workshops:** (1) All RMHD workshops should be offered to members at a fee less than that offered to non-RMHD members. (2) RMHD considers it desirable to offer a free or substantially reduced fee workshop annually, should funds permit.

ARTICLE V

Officers

- Section 1. **Officers:** The officers of the Rocky Mountain Highland Dancers shall consist of the President, Vice-President, Secretary, Treasurer, Ways and Means Coordinator(s), Dance Coordinator(s), Competition Coordinator, Web Master, Membership Liaison, Newsletter Chairman, Marketing Coordinator and Special Events Coordinator. No individual shall hold more than one said office.
- Section 2. **Dance Coordinator(s) and Ways and Means Coordinator(s):** There may be more than one Dance Coordinator and/or Ways and Means Coordinator elected to the Council.
- Section 3. **Council:** The governing Council shall consist of the presiding officers, as described in Section 1, plus the immediate past President. The past President shall be an ex-officio member of the Council, and shall have voting privileges.

The specific organizational makeup of the Council and its organizational guidelines shall be such that the objectives and future well-being of the Highland Dancers are suitably promoted and safeguarded.

Any Council member, having completed his/her tenure of office, shall be eligible for re-election. No person shall hold the same office for more than two consecutive terms, except the Treasurer, the Web Master and the Special Events Coordinator who may hold the same office for four consecutive terms. A term of office is equal to one year.

- Section 4. **Election:** Election of officers shall take place at the Annual Meeting each year. Officers shall be elected by a majority of those members in good standing present at the meeting. All members voting at the Annual Meeting must be at least 16 years of age or older.
- Section 5. **Eligibility:** A prospective officer must be 18 years of age or older and an active member.
- Section 6. **Dancers-at-Large:** To promote the involvement of youth in the organization, two or more elected positions exist on the Council for Highland Dancers under the age of 25. The Dancers-At-Large help coordinate social activities for the organization. The Dancers-At-Large must be over the age of 18 in order to vote. Dancers can be family members of other board members, but if both are of voting age, there is only one vote allowed per family.

ARTICLE VI

Duties

- Section 1. **President:** The President presides over the administration and operation of the Council.
- Section 2. **Vice-President:** The Vice-President organizes workshops and performs special functions at the request of the President. The Vice-President acts in the absence of the President.

- Section 3. **Secretary:** The Secretary is responsible for all official correspondence, including emailed communication and maintenance of the RMHD email account, and takes minutes at meetings.
- Section 4. **Treasurer:** The Treasurer is responsible for management of finances and property. He/she will provide an annual financial statement, covering the preceding fiscal year, to the Treasurer of the St. Andrew Society of Colorado in September of each year. In addition, he/she shall maintain all membership records.
- Section 5. **Ways and Means Coordinator(s):** The Ways and Means Coordinator(s) is responsible for organizing any fundraising efforts for the Rocky Mountain Highland Dancers.
- Section 6. **Dance Coordinator(s):** The Dance Coordinator(s) shall be responsible for the scheduling of performances and the keeping of attendance records for all official performances, workshops and official functions.
- Section 7. **Newsletter Chairman:** The Newsletter Chairman will be responsible for the coordination, publishing and distribution of the newsletter.
- Section 8. **Competition Coordinator:** The Competition Coordinator(s) is responsible for the planning and operation of the Colorado Celtic Indoor Competition, Southwest Regional Championship (when required) and any other competitions funded by RMHD. They will furnish the following to the Council for approval in advance of the Competition: budget, prospective judges, date location, dances to be performed and entry form.
- Section 9. **Webmaster:** The Webmaster is responsible for maintaining the RMHD Website.
- Section 10. **Membership Liaison:** The Membership Liaison is responsible for our membership directory, and keeping RMHD's membership database up to date.
- Section 11. **Marketing Coordinator:** The Marketing Coordinator supports the board by actively seeking new performances by marketing our organization to potential businesses and organizations in Colorado. This position is the contact person for all performances, leaving the Dance Coordinator to focus on organizing dancers for performances. Marketing Coordinator works closely together with the Dance Coordinator and Ways & Means.
- Section 12. **Special Events Coordinator:** The Special Events Coordinator is responsible for the planning and operation of the annual highland tea and the fall dance show. They will furnish the following to the Council for approval in advance of the event: budget, date, location, and proposed schedule of events.

ARTICLE VII

Assets

- Section 1. **Annual Audit:** The books shall be audited annually at the end of each fiscal year (following the Annual Meeting) by the Treasurer.
- Section 2. **Deposit and Withdrawal of Funds:** The funds of the Rocky Mountain Highland Dancers shall be the responsibility of the Treasurer. Withdrawals shall be made by check issued and signed by the Treasurer or any other designated Council member.
- Section 3. **Fiscal Year and Membership Year:** The fiscal year and membership year shall be from October 1 to September 30.

ARTICLE VIII

Bylaws

- Section 1. **Bylaws:** The Bylaws may be altered or amended by a majority vote of the members in good standing present at the meeting, provided that 10 days written notice of the proposed amendment(s) has been given, and providing that the proposed amendment(s) has been considered by the Council at a previous meeting.