

*BYLAWS for
BALLET WOMEN'S COMMITTEE, INC.
(Rewritten March 2008)*

ARTICLE I – NAME

The name of this organization shall be BALLET WOMEN'S COMMITTEE, INC. It is referred to in these bylaws as BWC.

ARTICLE II- PURPOSE

The purposes of the BWC are to foster interest in and promote the development of ballet in Alabama by educational, charitable and cultural projects.

ARTICLE III – MEMBERSHIP

Section 1. Eligibility – Any person who embraces the purpose of the BWC shall be eligible for membership.

Section 2. There shall be three (3) types of Membership

A. Active Membership – Upon the payment of current annual dues, members in good standing shall be eligible to vote and hold office and nominate new members and young ladies as debutantes. They shall receive all regular communications from BWC and are expected at all general meetings and/or functions. Functions would include the annual Auction/Luncheon, the Poinsettia Debutante Mother/Daughter Tea, or the Poinsettia Debutante Ball.

1. Obligations - To remain an Active Member in good standing, each year members are required to pay their dues, donate one (1) auction item or give a monetary donation (amount to be set by the Executive Committee), attend at least three (3) general meetings or BWC functions, help provide food for one general meeting and serve on at least one committee. It is the responsibility of the Active Member to contact the Placement Committee for a committee assignment. If the afore stated obligations are not met, an active member will automatically be dropped from membership the following year.

2. All first year members are required to serve on the annual Auction Committee and attend the set-up or the clean-up hours for the annual Auction/Luncheon as well as meeting the obligations in number one (1) above.

B. Associate Membership – Active Members may chose to become Associate Members after three (3) years of Active Membership in good standing. Associate Members are required to pay their monetary obligation. They are not eligible to vote, hold office or nominate new members or young ladies for Poinsettia Debutante. They are not required to serve on a committee, but may choose to serve on a committee. Associate members shall receive all mailings and are urged to attend all general meetings and/or functions of the BWC. An Active Member who chooses to become an Associate Member after five (5) years of Active Membership in good standing will be able to nominate young ladies for Poinsettia Debutante. An Associate Member in good standing may ask to become an Active Member again the next year by written notification to the Membership Chairman. The Associate Member will be moved to Active Membership when an opening is available. If the monetary obligation is not met, the Associate Member will be dropped from membership the following year.

C. Honorary Membership - The Executive Committee has the authority to nominate a member in good standing for this designation. The Active Membership shall vote on the nominees.

Section 3. Limit – The membership roll of Active Members shall not exceed one hundred seventy-five (175) members. The Associate Membership will be unlimited.

Section 4. Procedure for Membership

A. Any Active Member may nominate two (2) persons per club year for Active Membership.

B. Each nomination for membership shall be endorsed by at least two (2) additional Active Members.

- C. Nominations shall be made in writing, addressed and sent to the Membership Chairman, and shall be considered in the order received.
- D. As vacancies become available, a vote shall be taken at the April general meeting of the membership. A majority of those present and voting shall constitute a quorum provided that at least three (3) elected officers are present.
- E. The Membership Chairman shall send invitations and a copy of the Bylaws, highlighting the obligations to each selected nominee. Upon their written acceptance they will be accepted into the membership and will be introduced at the May general meeting and will be eligible to vote the following club year.

ARTICLE IV – FINANCIAL

Section 1. Notice of payment for dues shall be issued in the April newsletter (TUTU).

Section 2. Dues for Active members shall be \$ 75.00. Dues for Associate Members shall be \$50.00 per year.

- A. A change in the amount of dues will not constitute as an amendment to the Bylaws

Section 3. Dues shall be payable by the May general meeting of each club year and delinquent at the end of July. One (1) notice of non-payment shall be sent at the end of June. Delinquent Active and Associate Members will be dropped from membership on August 1st.

Section 4. The fiscal year shall begin immediately following the May general meeting and conclude at the end of the May general meeting the following year.

Section 5. All checks shall be signed by two (2) persons. One shall be the Treasurer and the other shall be the President.

ARTICLE V – EXECUTIVE COMMITTEE and DUTIES

Section 1. The elected officers of the BWC shall serve as the Executive Committee and shall be designated as: President, Vice President, Recording Secretary, Corresponding Secretary, Treasurer, Assistant Treasurer, and Advisor (immediate past President). No member shall serve on the Executive Committee unless she has been a member of the BWC for at least two (2) years and meets the qualifications in Article X, Section 3. The Executive Committee shall have the authority to conduct the business of the BWC during the intervals between general and called meetings. Each officer shall provide a written updated report of the duties and responsibilities of her office upon the end of her term. These are to be given to the incoming President at the May general meeting.

A. President – Presides over all Board of Directors meetings, general meetings, sets the Agenda, and attends the Alabama Ballet Board Meetings. The President shall appoint Chairman of Standing Committees and any Special Committees. The President shall be elected to a one (1) year term and is eligible for re-election.

B. Vice President – Secures all general meetings places and speakers (programs). She is to assist the President and preside in the President's absence. She also purchases all hostess gifts and the end of the year remembrance gift for the outgoing President. The Vice President shall be elected to a one (1) year term and have the option to move up to President the following year and is eligible for re-election.

C. Recording Secretary – Records minutes of all Executive Committee, Board of Directors and general meetings and presents them for approval to the Board of Directors and Membership at general meetings. She is also responsible for keeping the attendance records of the members. The Recording Secretary shall be elected to a one (1) year term and is eligible for re-election.

D. Corresponding Secretary – Conducts correspondence of the Ballet Women's Committee and is responsible for the Call Tree. The Corresponding Secretary shall be elected to a one (1) year term and is eligible for re-election.

E. Treasurer – Shall be responsible for the recording and expenditure of all funds as instructed by the Board of Directors and membership for the conduct of BWC business and its fundraisers (Auction/Luncheon and Poinsettia Debutante Ball). She will be responsible for any financial reports

concerning BWC expenditures and submit the reports to the Board of Directors and membership at each general meeting for ratification. The Treasurer shall regularly supply an up to date list of paid members to the Membership, Directory and Newsletter Chairmen. She also is the Chairman of the Budget Committee. The Treasurer shall be elected to a two (2) year term and is eligible for re-election.

F. Assistant Treasurer – Shall be responsible for recording the income and expenditure of funds for the Annual Auction/Luncheon and provide a report to the Board of Directors and the Membership at the November general meeting. She will be responsible for the checkout at the annual Auction/Luncheon and have the option to move up to Treasurer. The Assistant Treasurer shall be elected to a one (1) year term and is eligible for re-election.

G. Advisor – The immediate past President shall be versed in the Bylaws of the BWC and act as the Parliamentarian. The Advisor shall be elected to a one (1) year term.

ARTICLE VI – STANDING and OTHER COMMITTEES

Section 1. Standing Committees – The Standing Committees of BWC shall be: Auction/Luncheon, Chaplain, Call Tree, Directory, Hospitality, Members at Large, Membership, Newsletter, Nominating, Placement, Poinsettia Debutante Ball, Pointe Society Liaison, Publicity, State of Alabama Ballet Board Liaison.

Section 2. The Budget Committee shall consist of the Treasurer, Assistant Treasurer, President, immediate past President and the Vice President. The Treasurer will serve as Chairman of the committee. A budget for the coming fiscal year will be submitted to the board for approval at the April general meeting each year.

Section 3. Special Committees – The President may appoint Special Committees as the need arises.

ARTICLE VII - BOARD OF DIRECTORS

Section 1. The Board of Directors shall serve without pay.

Section 2. The Board of Directors shall consist of the Executive Committee, Chairmen of Standing and Special Committees.

Section 3. The Board of Directors shall meet before each general meeting of the BWC.

ARTICLE VIII – DUTIES OF CHAIRMAN OF COMMITTEES

Section 1. Chairmen shall select members to serve on their committees. They may contact the Placement Committee for assistance.

Section 2. Chairmen of committees shall serve on the Board of Directors.

Section 3. Chairmen must submit in writing an updated report detailing the duties of the committee. This report is due at the May general meeting each club year.

ARTICLE IX – ELECTION OF OFFICERS

Section 1. Nominating Committee - The President will offer a slate of five (5) members, who have agreed to serve if elected. The slate must be presented to the Membership at the May general meeting. Two (2) members shall be selected from the members of the outgoing Board of Directors, two (2) members shall be selected from the Membership and one (1) member shall be selected from the Poinsettia Debutante Ball Board. All members of the Nominating Committee must be present to elect a Chairman. A majority of the Nominating Committee must be present for decisions to be made. No member of a Nominating Committee may serve two consecutive years.

A. Qualifications for Nominating Committee - Shall be an Active Member in good standing of BWC for at least two (2) years.

B. Nominations from the floor shall be in order at the May general meeting providing the consent of the nominee has been given. A majority of those present and voting shall constitute a quorum provided that at least three (3) elected Executive Committee members are present.

Section 2. Poinsettia Debutante Ball Chairman and Vice Chairman - The Chairman of the Nominating Committee shall offer the nominees for Poinsettia Debutante Ball Chairman and Vice Chairman from members who have agreed to serve, if elected. These nominees must be presented to the Membership at the February general meeting.

The nominee for Vice Chairman of the Poinsettia Debutante Ball may have the option to move up as Ball Chairman the following year.

A. Qualifications for Poinsettia Ball Chairman and Vice Chairman – Shall have been an Active Member in good standing of BWC for at least three (3) years or have knowledge of the traditions of the Poinsettia Ball. (See other qualifications under Article X – Section 3).

B. Nominations from the floor shall be in order at the February general meeting providing the consent of the nominee has been given. A majority of those present and voting shall constitute a quorum provided that at least three (3) elected Executive Committee members are present.

Section 3. Officers - The Chairman of the Nominating Committee shall offer a single slate of officers from members who have agreed to serve, if elected. The slate must be presented to the Membership at the March general meeting following the publication of the proposed slate in the February newsletter (TuTu).

A. Qualifications for officers – Shall have been a member in good standing of BWC for at least two (2) years. (See other qualifications under Article X, Section 3).

B. Nominations from the floor shall be in order at the March general meeting providing the consent of the nominee has been given.

C. Elections shall be held at the April general meeting. A majority of those present and voting shall constitute a quorum provided that at least three (3) elected officers are present.

Section 4. The elected officers shall serve out their term until their successors are elected.

Section 5. Vacancies – The Vice President shall become the President in the event of a vacancy in that office. In the event any other officer is unable to complete her term, the Executive Committee shall appoint an Active Member to complete the term. (See qualifications under Article X, Section 3).

ARTICLE X – POINSETTIA DEBUTANTE BALL

Section 1. The Poinsettia Debutante Ball Board - To provide continuity in the planning and execution of the annual Poinsettia Debutante Ball, there shall be a Board comprised of eleven (11) members. The Ball Board members shall serve from February to January on a rotating basis. Members of the Ball Board shall consist of: the President of BWC, the immediate past President of BWC, the Vice President of BWC, the Treasurer of BWC, the Ball Chairman, the immediate past Ball Chairman, the Social Secretary of the Ball (2 year term), and four (4) members of the membership for one (1) year terms.

A. The Poinsettia Debutante Ball Board shall nominate the four (4) members for the one (1) year terms and they shall be voted on at the February general meeting.

1. Nominations from the floor shall be in order at the February general meeting providing the consent of the nominee has been given.

2. Elections shall be held at the February general meeting. A majority of those present and voting shall constitute a quorum provided that at least three (3) elected officers are present.

B. The President of BWC selects the Poinsettia Debutante Ball Board Chairman and the Social Secretary.

Section 2. Any member who would like to serve in one of the four one year terms and meets the qualifications listed below may submit their name in writing to the Chairman of the Poinsettia Debutante Ball Board for consideration.

Section 3. Eligibility - To be eligible to serve on the Poinsettia Debutante Ball Board a member must have been in BWC for at least two (2) years and be a member in good standing. The member must also have served as the head of at least one Committee for the BWC Auction/Luncheon and as the Chairman of at least one BWC Poinsettia Debutante Ball Committee (or have knowledge of the traditions of the Poinsettia Ball.)

Section 4. The Poinsettia Debutante Ball Board shall meet each month from September to May. One member present shall be asked to record the minutes and provide a copy of the minutes to the Board of Directors. They are responsible for selection of the Debutantes, mailing of invitations to the girls selected,

Mother's meetings, invitations to the Poinsettia Debutante Ball, and the Poinsettia Debutante Mother/Daughter Tea. The Poinsettia Debutante Ball Board is responsible for providing updated information in writing to the Poinsettia Ball Chairman as to the duties of each committee.

Section 5. The Poinsettia Debutante Ball Chairman shall appoint the following Poinsettia Debutante Ball Chairmanships from the members: Benefactors Dinner, Decorations, Invitations, Photographer Assistant, Program Book, Publicity, Rehearsal, and Reserved Seating. Each Chairman is responsible for providing a written report to the Poinsettia Advisory Board which details their area of responsibility. This report is due at the February general meeting.

ARTICLE XI – MEETINGS AND QUORUMS

Section 1. General meetings: There shall be a minimum of seven (7) general meetings of the membership. A majority of those present and voting shall constitute a quorum provided that at least three (3) elected Executive Committee members are present.

Section 2. A Board of Directors meeting shall be held prior to each general meeting. A majority of those present and voting shall constitute a quorum provided that at least three (3) elected Executive Committee members are present, along with six (6) Chairmen of Committees.

Section 3. Executive Committee Meetings: These may be called when there is a need to transact business, which cannot wait until the next regularly scheduled Board of Directors or general meeting. All actions taken must be ratified by the membership. Four (4) elected Executive Committee members shall constitute a quorum.

Section 4. Called Meetings (General or Board of Directors): Called meetings may be called by the President. A majority of the Board of Directors, or 1/3 of the Active members constitute a quorum provided the call is given to all members at least seven (7) days prior to the called meeting date.

ARTICLE XII – PROJECTS

Section 1. Fundraiser proposals shall first be presented to the Board of Directors for recommendation to the membership.

Section 2. The Annual Fall Auction/Luncheon and the Poinsettia Debutante Ball, as projects, are subject to review each year at which time approval is determined for the next year. If projects are changed or added it will not constitute as an amendment to the bylaws.

ARTICLE XIII - DISSOLUTION

Section 1. In the event of dissolution of the Ballet Women's Committee, Inc. all Funds derived from the various projects, dues, etc., shall be used to aid the performing arts in Alabama. Such a disbursement is to be ratified by the then existing membership. No funds shall insure to the benefit of any member.

ARTICLE XIV – AMMENDMENTS

Section 1. The Bylaws are subject to reviewing every three (3) years. They can be amended at that time by a majority of members present and voting provided notification of the proposed change(s) is given prior to the meeting and three (3) Executive Committee Members are present.

ARTICLE XV – PARLIAMENTARY AUTHORITY

Section 1. The Parliamentary Authority for this Committee shall be the current edition of "Robert's Rules of Order Newly Revised" and shall govern the Committee in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any Standing Rules the BWC may adopt.