

**NEW MEXICO SQUARE DANCE CALLERS' ASSOCIATION
BY-LAWS**

Article I

Membership

There shall be two classifications of membership in this association. An applicant may apply for the classification of membership for which he or she is qualified.

A. Full membership.

A full member is a caller who is qualified to call a full dance and is capable of teaching beginner classes through the mainstream program. A full member may or may not be capable of calling and teaching the plus, advanced or challenge programs. The basic qualification deals with the mainstream program.

A full member shall receive all benefits of the association, including the right to vote, hold office, serve on any committee and to participate in calling engagements sponsored by the association.

1. To obtain full membership:

a. With the establishment of this association, any caller who is presently calling for one or more clubs or who is a member of any callers' association (with full membership classification equivalent to full membership defined above) or who is a member of or subscriber to Callerlab or is Callerlab accredited will be accepted in this association as a full member.

b. For those who are not accepted as original full members in accordance with Article I Section A Sub-section 1 Item a above, the following procedures shall apply:

(1) For callers who move into the area, or apply from another state, and are members of another association or are Callerlab or American Callers Association members or are Callerlab or American Callers Association accredited, application shall be made to the executive secretary-treasurer providing proof of membership in another association, or Callerlab or American Callers Association affiliation as a member, or proof of Callerlab or American Callers Association accreditation. The executive secretary-treasurer shall forward the application to members of the executive board. The executive board shall act as the accreditation committee, and shall act on the application. At least one member should hear the applicant call and make recommendations to the remainder of the board. If no board member is able to hear the applicant call due to distance involved, efforts should be made to have an association member hear the applicant. If an applicant is Callerlab or American Callers Association accredited, the requirement to have a member hear the applicant call is waived. If the executive board approves the application, then the executive secretary-treasurer shall be notified by the executive board. The executive secretary-treasurer shall forward the application to the general membership by email. Members shall have three (3) days to vote either yes or no to the application by replying to the executive secretary-treasurer. A majority of votes cast is required. The executive board and the applicant shall be notified of the acceptance or not of the application.

(2) For apprentice members who desire to become full members, the apprentice may apply for full membership after one full year as an apprentice. The apprentice shall obtain a letter of recommendation from his or her sponsor and from at least one other full member attesting to his or her qualifications. The apprentice member shall submit his or her application to the executive secretary-treasurer who will forward the application to the other members of the executive board. The executive board will make their recommendation to the membership at the next regular business meeting. The applicant may be asked to call a tip for the membership. The membership will vote on the application at the business meeting. A 2/3 majority shall be required for acceptance as a full member.

2. To maintain full membership:

a. A full member should be calling regularly (at least twice per month) in order to maintain proficiency.

b. A full member should follow, as closely as possible, the teaching order and teaching practices outlined by Callerlab. Classes should be taught movements by definition and in as much depth as possible.

c. A full member should subscribe to and adhere to the Callerlab Code of Ethics which are appended hereto and are officially adopted as the Code of Ethics for this association.

d. A full member should be willing to devote time to assisting new callers'.

B. Apprentice Membership.

An apprentice member shall receive all benefits of this association, including the right to vote (except on membership applications or on the evaluation of full members) and to serve on committees but are not allowed to hold office nor to chair committees. Apprentice members are not permitted to participate in calling engagements sponsored by the association unless their sponsor and the executive board approves.

1. To obtain apprentice membership, a prospective member must meet the following requirements:
 - a. Should have a minimum of six months dancing experience after completion of a beginner's class (the mainstream program).
 - b. Must attend any new callers' class sponsored by this association or by another callers' association or must attend a recognized callers school or college (agreement to attend is acceptable for being accepted as an apprentice member).
 - c. Must be sponsored by a full member who agrees to carry out the duties of the sponsor.
 - d. The applicant shall forward an application to the executive secretary-treasurer along with a letter from the sponsor stating that the applicant meets the requirements for apprentice membership and stating that the sponsor will fulfill the duties of the sponsor.
 - e. If there is no callers' school in session at the time of application, the applicant must state that he or she will attend either the association school or a recognized callers' school or college before the apprentice period ends.
 - f. The executive secretary-treasurer shall forward all applications to the executive board. The executive board shall act on the applications. If approved by the executive board, the membership will vote on the applicant at the next general business meeting. A majority vote is required.
 - g. Duties of the sponsor. The sponsor shall advise the apprentice member on all aspects of calling, shall recommend reference books, listen to the apprentice call, provide microphone time to the apprentice, shall critique the apprentice and shall advise the executive secretary-treasurer when the apprentice member is ready to apply for full membership.
2. To maintain apprentice membership:
 - a. An apprentice member must subscribe and adhere to the Callerlab Code of Ethics.
 - b. An apprentice member must satisfy his or her sponsor that he or she is studying and trying to progress, an apprentice is expected to attend the sponsor's dances and classes to observe and learn. It is expected that the sponsor will provide the apprentice with "mike time" and will evaluate the apprentice on a continuing basis.
 - c. When the apprentice member applies for full membership, the executive board may request that an evaluation committee be formed to evaluate the apprentice member's readiness for full membership.

Article II

Membership Evaluation

All evaluations are done by an evaluation committee established by the executive board. If the evaluation committee recommends, the member in question may be evaluated at the next business meeting. All voting is by secret ballot.

- A. Any full member may request an evaluation of any member (full or apprentice). This evaluation shall be requested only for good cause, such as a violation of the Code of Ethics, lack of proficiency, etc. The request for evaluation shall be forwarded to the executive secretary-treasurer who shall forward it to all members of the executive board. The request for evaluation must be made in writing, citing the alleged violations. The executive board shall establish a membership and evaluation committee to investigate the allegations. If the committee recommends, the membership shall be apprised of the circumstances at the next business meeting. If the membership is voting on termination of membership, a two-thirds majority is required to terminate.

Article III

Dues

The dues for membership in this association shall be twenty dollars (\$20.00) per year. Annual dues will be established by a membership vote at each regular business meeting at the State Festival. Dues are payable at that meeting. Dues for new members shall be for the full amount, no matter when the member joins. Members not attending the business meeting should mail their dues to the executive secretary-treasurer as soon as possible after the State Festival. Members shall be considered delinquent one month after the State Festival.

Article IV

Association Badges

There is no official association badge. If desired, members may purchase a dangle with "NMSDCA" engraved on it, or, if they desire, may purchase a tastefully designed badge with the words "New Mexico Square Dance Callers' Association" engraved upon it. Apprentice members must also have the word "Apprentice" either engraved on the badge or on a shingle affixed to the badge.

Article V

Duties of Officers

- A. President. The duties of the president shall be to guide, direct, control and coordinate all functions and activities of the association, it's officers and it's committees. He/she shall be member pro tem of all committees and shall appoint the chairman of these committees. He/she shall work closely with the other officers of the New Mexico Square and Round Dance Association in preparing for and presenting the State Festival, offering the assistance of this association when warranted. He/she shall serve as Vice President for Squares of that association.
- B. Vice President. The duties of the vice president shall be assisting the president in routine matters and shall act in the place of the president in case of the president's absence or if the president becomes incapacitated and can no longer carry out his/her duties. The vice president acts as parliamentarian.
- C. Executive Secretary-Treasurer. The executive secretary-treasurer shall be responsible for the financial and fiscal affairs of the association and shall keep complete and accurate records of such affairs. He/she shall maintain an up-to-date roster of all members and forward a listing to each member as changes occur. He/she shall prepare and distribute the association newsletter at least once per quarter and shall see that all members who are not Callerlab members, subscribers or apprentices receive pertinent Callerlab correspondence. He/she shall be the point of contact for Callerlab. Once per year, the executive secretary-treasurer shall see that a listing of all members is published in the Southwest Dancer. He/she shall keep minutes of all business meetings and shall act as corresponding secretary. As treasurer, he/she is authorized to expend funds for postage, printing, office supplies, the listing in Southwest Dancer. The executive board is authorized to approve other major expenditures.

Article VI

Committees

Because of the long distances involved, there are no permanent committees in this association. When the need for committees arise, the president shall appoint them for a specific purpose and term.

Article VII

Newsletter

A newsletter shall be prepared and mailed whenever deemed appropriate by the executive secretary-treasurer. The newsletter shall be prepared at least quarterly but a monthly newsletter is desired. Members are encouraged to submit material for publication to the executive secretary-treasurer.

Article VIII

Visitation by the President

Because of the long distances involved, the president is not required to visit the various districts during his/her term, however, if a district has a callers' association, it might be possible for that association to book a dance for the president to call and combine it with a meeting. This would help defray the costs for the visit and would help other district callers' learn what is going on around the state.

Article IX

Amendments and supplements to the By-Laws

These by-laws may be revised or supplemented by a majority vote of voting members present at any regular business meeting provided written notice of the proposed revision, amendment or supplement is mailed to all members at least thirty (30) days prior to the meeting.

Article X

Parliamentary Procedures

Any matters pertaining to parliamentary procedures not covered by these by-laws shall be governed by "Robert's Rules of Order."