

Northwoods Figure Skating Club  
PO Box 754  
Cumberland, WI 54729

# Northwoods Figure Skating Club

## Bylaws

### Article I: Organization

#### Section 1. Name

The Organization shall be known as the Northwoods Figure Skating Club. (Incorporated)

#### Section 2.

This Club shall have its headquarters in the Rice Lake Ice Arena, Rice Lake, Wisconsin.

#### Section 3.

The Northwoods Figure Skating Club is a non-profit, non-stock incorporated organization.

### Article II: Purpose

#### Section 1. The purpose shall be:

- A. To encourage the instruction, practice and advancement of the Club members in Free Skating, Moves in the Field, Synchronized Skating, all types of figure skating and basic hockey.
- B. To foster and promote local, regional, national and international amateur figure skating skills and competition in conjunction with such organizations as the United States Figure Skating Association and the International Skating Union.
- C. To generally do and perform such other acts as may be necessary, advisable, proper or incidental in the realization of the objectives and purposes of the organization.

### Article III: Officers

#### Section 1. Officers

The officers shall be President, Vice President, Secretary and Treasurer. The past President shall act in an advisory capacity to the officers.

### Article IV: Election of the Officers

#### Section 1. Method of Election:

Candidates for all offices, ~~except President~~ shall be nominated by ~~a Nomination Committee selected by the Board of Directors and also by nomination petition~~ in the spring meeting of the membership. Such officers shall be elected by the membership at the spring meeting by ballot and shall hold office for their designated term until successors are chosen.

## Article V: Duties of the Officers

### Section 1. Duties of the President:

It shall be the duty of the President to take charge of the Club; to preside at all meetings of the general membership and the Board of Directors. He/She shall have the entire supervision and management of the Club and its property pending the approval of the Board of Directors; the power to suspend any member for violating the Bylaws or Regulations of the Club, pending the approval of the Board; to call special meetings and Club meetings. The President, together with the Secretary, shall sign all agreements and contracts made by the Club, upon the approval of the Board of Directors.

### Section 2. Duties of the Vice President:

It shall be the duty of the Vice President to assist the President in the discharge of his/her duties and in his/her absence assume his/her duties and officiate in his/her stead.

### Section 3. Duties of the Secretary:

It shall be the duty of the Secretary to keep the minutes of the meetings of the Club and the Board of Directors and to supervise all the reports and documents connected with the business of the Club; to keep a roll of membership together with the dates of their admission and a record of all members admitted, deceased, suspended or expelled. He/She shall supervise the correspondence of the Club, prepare and issue notices of all meetings of the Club and Board of Directors. The Board of Directors shall have the power whenever they deem necessary to appoint an acting Secretary.

### Section 4. Duties of the Treasurer:

It shall be the duty of the Treasurer to have charge of the funds of the Club and shall keep a record of all receipts and ~~disbursement's~~ disbursements and shall render a written report when requested by the President or the Board of Directors. The Board of Directors shall have the power whenever they deem it necessary to appoint an acting Treasurer. The funds shall be deposited in an FDIC insured institution agreed up-on by the Board of Directors. All ~~disbursement's~~ disbursements by check shall be signed by the Treasurer or the President or another designated officer or member of the Board of Directors.

### Section 5. Removal/Temporary Appointment of Officers:

Any officer may be removed by the Board of Directors whenever in its judgement ~~the best interest. Of the~~ the best interest of the organization will be served thereby. Election or appointment of an officer shall not in itself constitute contract rights. A vacancy in any principal office because of death, resignation, removal, disqualification or otherwise shall be filled by the Board of Directors for the unexpired portion of the term.

## Article VI. Board of Directors

### Section 1. Members:

There shall be a Board of Directors composed of the President, Vice President, Secretary, Treasurer, and six additional directors representing all rinks and members. ~~two board members and one rink coordinator representing each rink that the Club regularly contracts ice with and skates at, and a membership chairperson.~~

Section 2. Method of Election:

The candidates for the Board shall be nominated by ~~petition a nomination committee selected by the Board of Directors~~ and also by nomination ~~from the floor during in~~ the Spring meeting of the membership. The President shall serve a two year term and be elected every ~~other~~ odd year; the Vice President shall serve a two year term and be elected every ~~other~~ even year; the Secretary and ~~the Board members~~ three (3) directors shall be elected in the Spring of even numbered years; the Treasurer and ~~one Board member from each rink~~ three (3) directors shall be elected in the Spring of odd numbered years. If a Directorship becomes vacant, the Board shall appoint a Club member as a Director for the balance of the year. At the next regular meeting of the membership, a Director shall be elected for the unexpired term. ~~in in any~~

Section 3. ~~If a quorum is not present at the spring meeting,~~ Election of officers and directors shall be by ballot. If a position is uncontested, vote will be determined by hand.

Section 4. Removal of Directors:

A Director may be removed from the office by an affirmative vote of a majority of the members taken at a meeting of the membership called for that purpose.

Section 5. Vacancy:

A vacancy in the Board of Directors caused by death, resignation, removal, disqualification or otherwise shall be ~~filled~~ appointed by the Board of Directors for the unexpired portion of the term of such Director.

Section 6. Past President:

The outgoing Past President ~~shall~~ may serve as a non-voting advisor to the Board for the year following his/ her presidency. The Past President ~~shall~~ may attend and participate in all Board meetings.

## Article VII. Power and Duties of the Board of Directors

Section 1. Meetings:

The Board of Directors shall meet at least once in every month. ~~during the skating season.~~ The date of such meeting shall be set by the President or in his/her absence, the Vice President.

Section 2. Quorum:

Five members shall constitute a quorum.

Section 3. Authority:

They shall have the entire authority in the management of affairs and finance of the Club and shall have general control of all its property. All rights and powers connected therein shall be vested in them.

Section 4. Rules:

They shall make such rules as they deem proper respecting the use of the Club's property, prescribe rules for the admission of strangers, fix penalties for offenses against the rules and make rules for their own government of the committees appointed by them.

Section 5. Appropriations:

All appropriations from the funds of the Club shall be approved by the Board of Directors.

Section 6. Audits:

They shall audit records of the Treasurer and of the Committees annually.

Section 7. Indebtedness:

They shall have the power to limit the indebtedness of a member of the Club.

Section 8. Standing Committees:

They shall appoint all standing committees with full authority over them except as hereinafter provided and shall appoint such other committees as shall seem to them necessary.

Section 9. Expenditures and Revenue:

They shall prepare and submit to the ~~fall Annual m~~Meeting a program of anticipated expenditures for the coming year, together with proposals of sources of revenue to meet the same.

## Article VIII. Committees

Section 1. Names:

The Standing Committees ~~shall be~~ may have up to (1) Membership ~~– 2 members~~, (2) Fund Raising ~~– 2 members~~, (3) Rules & Ice ~~– 2 members~~, (4) Show ~~– 5 members~~, (5) ~~Program, Camp – 4 members~~ (6) ~~Costume and (7) Advertising. SafeSport – 2 members~~

Section 2. Board Meeting:

The Chairman of the Standing Committees may be requested by the President to attend special meetings of the Board of Directors. They may enter into and take part in all discussions, but may not vote.

Section 3. Standing Committee Participation

In order to include any and all members that are interested in assisting on the club's Standing Committees, there will be rotating members on each Standing Committee. Each year there will be one membership position opening on each Standing Committee for a new member. Notification of openings to all membership will be emailed and posted 30 days prior to forming each Committee each year. If there is no interest from the membership in participating on a Standing Committee, the current Committee may stay as is.

## Article IX. Membership

Section 1. Geographical Scope - open

Section 2. Member in Good Standing:

~~A member in good standing is current with all financial obligations in conjunction with USFS regulations. Any member not in good standing will not be allowed any ice time and no ice show participation. NFSC may limit indebtedness.~~

~~Amendment Article IX. Membership, Section 2. Member in Good Standing:~~

A member in good standing is current with all financial obligations in conjunction with USFS regulations, is paid current with all USFS coaches and all USFS clubs, full or associated. Any member not in good standing will not be allowed any NFSC club ice time or events in conjunction with NFSC club, ~~and no ice show participation. NFSC may limit indebtedness. (2007)~~

### Section 3. Application for Membership:

Each candidate for membership must be proposed in writing. Application for membership must be subscribed by the candidate, must state his/her name, address, date of birth, age, telephone number, and include an agreement to comply with the Constitution of NFSC.

### Section 4. Suspend or Expel:

The Board of Directors shall have the power to suspend or expel any member for violations of the Constitution and Bylaws of NFSC, or for conduct which they shall deem improper, but no member shall be expelled or suspended for longer than 30 days without warning.

### Section 5. Responsibilities for Guests:

Members shall be ~~responsibility~~ held responsible for the conduct and indebtedness of all persons admitted to the ~~Club's~~ property contracted by the club. ~~at their request.~~

### Section 6: Voting Privileges:

~~At the time of registration, it shall be decided who shall have the voting privileges for the single membership and the family membership. If the member is not of legal age, the parent or guardian assumes voting privileges as so desired. Each family with one skater or multiple minor skaters will be allowed one vote. If a skater is of legal age (18), they may cast a vote.~~

## Article X. Club Meetings

### Section 1. Time:

There shall be ~~two~~ one annual stated Club membership meetings each year: ~~One stated meeting shall be held within one month after skating season opens in the fall; the other shall be held on~~ the first night of full Ice Show rehearsal in the Spring.

### Section 2. Special Meetings:

The Secretary shall call special meetings at the direction of the President.

### Section 3. Quorum:

Ten percent of all active members of the Club shall constitute a quorum for the transaction of business.

### Section 4. Notices:

Notices of stated and special meetings shall be emailed by the Secretary to every member at least five days in advance thereof, and/or shall be posted by the Secretary for same length of time on the Club ~~bulletin board on the NFSC website.~~

### Section 5. Conduct of Meeting:

A. Order of business sequence. At stated and special meetings, the following order of business shall be observed:

1. Roll Call
2. Reading of the minutes of the previous meeting
3. Reports of the Officers
4. Reports of Committee
5. Election of Officers
6. Old Business
7. New Business
8. Adjournment

- B. Rules of Order. Order of Motions: when a question is before the meeting, no motion shall be entertained except:
  - 1. To Adjourn
  - 2. To lay on the table
  - 3. The previous question
  - 4. To postpone
  - 5. To commit
  - 6. To amend
- C. Majority Vote: Except as otherwise provided, all questions shall be determined by majority vote.
- D. The ~~Chairman~~ President shall have the casting vote in case of a tie. If the result be then a tie, the motion shall be declared lost.
- E. Roberts Rule of Order: All questions of parliamentary practice not herein provided for shall be determined in accordance with Roberts Rule of Order.

## Article XI. Fees, Dues and Assessments

Section 1. Registration fees, dues and assessments shall be set forth each fiscal year by the Board of Directors.

Section 2. A yearly subscription to Skating Magazine will be included in the yearly dues.

Section 3. The family of all registered skaters is required to volunteer for a minimum of 1 hour during the session by which the skater(s) are registered. ~~Fall session of skating lessons and 1 hour during the Winter session of skating lessons.~~ If a family should be unable, or choose not to fulfill this requirement, a buyout will be accepted for each session, according to the current buyout policy of NFSC. The buyout per family per session is \$~~40~~50.00.  
Examples of this 1-hour volunteer time may include, but not limited to: rink monitor, music player, stapling, addressing, copying, compiling, folding, checking in skaters, collecting forms, arranging club property (i.e. storage unit), being a board member or handing out badges/forms.

~~Amendment Article XI. Fees, Dues and Assessments, Section 3: All NFSC members are required to participate in one or more of the seasons fundraisers (excluding the show sponsor fundraiser). (2007)~~

## Article XII. Conflict Resolution

If any Club member(s) has a complaint against another member(s) for an infraction of any Bylaw or rule other than skating rules, they may file such a complaint in writing to the Board of Directors. Such complaint will then be investigated and resolved according to the Club's conflict resolution policy that the Club is required to adopt and have in effect in accordance with the Bylaws of US Figure Skating.

Each Club has the flexibility to create and adopt their own conflict resolution policy.

~~The P~~policy to filing a grievance through US Figure Skating (USFS), you must prove that resolution at the local level was attempted. , and a The-fee to be paid by the member filing the grievance, of \$125 is now which is determined by USFS, is required to file a grievance through USFS. ~~with US Figure Skating.~~

Article XIII. Amendments

These Bylaws may be altered, amended or repealed and new Bylaws may be adopted by affirmative vote of not less than a majority of the members at any annual or special meeting of the membership at which a quorum is in attendance and which there has been a previous notice to all members setting forth proposed changes to the Bylaws.

Adopted this 31st day of December, 1991	Amended this 23rd day of October, 2000
Amended this 31st day of August, 1993	Amended this 29th day of March, 2001
Amended this 22nd day of September, 1994	Amended this 14th day of April, 2002
Amended this 11th day of November, 1995	Amended this 10th day of April, 2003
Amended this 18th day of March, 1999	Amended this 27th day of March, 2012
Amended this 10th day of March, 2000	<u>Amended this 20<sup>th</sup> day of March, 2018</u>