



## ECTA Square Dance Council Rules & Regulations

Version 01.09.2012

### Änderungshistorie

Report of the conducted change(s)	Change(s) raised by	Approval accorded by/ date
Adjustment to the ECTA Constitution, Chapter V. Voting, F.	ECTA SD Coordinator Thorsten Dudziak	Square Dance Council, 13.03.2010
Adjustment to the ECTA Rules & Regulations, Chapter III. Membership	ECTA SD Coordinator Thorsten Dudziak	Square Dance Council, 12.03.2011
Cancellation of point VIII. D.	ECTA SD Coordinator Thorsten Dudziak	Square Dance Council, 25.06.2011
Changes in points VI. A. 6., VI. A. 8. and VIII. A.	ECTA SD Coordinator Thorsten Dudziak	Square Dance Council, 01.09.2012

## I. NAME AND PURPOSE

- A. The Square Dance Council is a section of ECTA created by the Board. Hereafter the Square Dance Council may be referred to as "SDC".
- B. The SDC is made up of all square dance callers including the Active, Trainee, Subscriber and Honorary members who have met the requirements for being an ECTA member.
- C. The purpose of the SDC is to promote square dancing by:
  - 1. electing a SD Coordinator to represent the SDC to the ECTA Board;
  - 2. establishing evaluation criteria and procedures for the acceptance of new SDC members in accordance with established ECTA policy;
  - 3. evaluating and critiquing SDC members or prospective members;
  - 4. establishing and maintaining the Callerlab Square Dance programs;
  - 5. organizing the ECTA Student Jamboree;
  - 6. supporting Square Dance activities in particular and other forms of dance recognized by ECTA when possible.

## II. GENERAL

- A. The English version of these Rules & Regulations is the binding version. Translations for better understanding for non-English speaking members of the SDC can be made.
- B. These Rules & Regulations can at any SDC Meeting be changed by simple majority of the Active SDC Members. Motions for changing the SDC Rules & Regulations have to be announced in the invitation for the SDC Meeting, this shall be at least 4 weeks prior to the SDC Meeting; if at an SDC Meeting a motion for changing the SDC Rules & Regulations is made the vote can only be taken at the next SDC Meeting. Besides this the ECTA Extended Board can by simple majority at any time make modifications to these SDC Rules & Regulations when necessary.
- C. The Rules & Regulations will be approved yearly at the ECTA Convention by the ECTA Extended Board. Changes will only become effective after approval by the ECTA Extended Board.
- D. The official, signed copy of this document will be kept with the designated ECTA Board member.
- E. A copy of these Rules & Regulations, with attachments, will be kept in the ECTA library and on the ECTA website and will be available to any ECTA member.

## III. MEMBERSHIP

### Membership in the SDC

- A. The requirements for Trainee, Subscriber & Honorary membership are stated in the ECTA Rules & Regulations.
- B. Active Membership (Caller).

Active Caller Membership in ECTA will be granted to Square Dance Callers who have met the minimum requirements listed below.

  - 1. The applicant must have been an active square dancer for the 18-month period immediately preceding the application for active membership.

2. The applicant must have demonstrated the ability to teach square dance figures.
3. The applicant must have been calling on a regular basis for a minimum of at least the last 12 consecutive months. This requirement will not normally apply to single guest tips.
4. The applicant must have demonstrated the desire and willingness to abide by all ECTA Rules & Regulations as stipulated in the ECTA Constitution and Bylaws.
5. Applicants are required to obtain the signature from three different Active Caller Members of ECTA who have personal knowledge of the requirements listed above and who may verify that the applicant meets these requirements. To become an Active Member (Caller) of ECTA the applicant has to attend an SDC Meeting and hand in the application form to the SD Coordinator at this meeting.

#### **IV. MEETINGS**

- A. The SDC will meet during each joint ECTA/EAASDC function and during the ECTA Convention. An invitation for these meetings is not required. For other meetings an invitation will be sent out at least 14 days before the date of the meeting.
- B. The agenda for any meeting will be sent to the council members at least 10 days before the meeting.
- C. The SDC meeting is planned and coordinated by the SDC Coordinator.

#### **V. VOTING**

- A. General
  1. Only active SDC members may vote.
  2. Each voting member has one vote.
  3. An abstention is not counted as a vote.
  4. All business requiring a vote must be on the published agenda.
  5. Decisions requiring a vote are decided by a simple majority of those voting.
- B. All decisions by the SDC are subject to the approval of the ECTA Extended Board.
- C. All decisions of the SDC must be in accordance with the ECTA Constitution.
- D. The SDC Members vote on all matters of the ECTA Square Dance Programs and give recommendations of how the programs shall be transmitted to the dancers.
- E. The SDC can give advice about the technical part of the Callers' Training Programs in ECTA.
- F. The Active and Honorary SDC Members will at the ECTA General Membership Meeting in the odd years elect an Active Caller Member as the SD Coordinator for a two year period (unrestricted reelection is possible). On early resignation or death of the SD Coordinator the Executive Board of ECTA may appoint an Active Member of the SDC to temporarily take over the official duties of the SD Coordinator. At the next coming SDC meeting a new SD Coordinator shall be elected for the rest of the regular term of office. The announcement of elections shall be at least four weeks prior to the election.
- G. The SDC Members vote on the requirements for becoming a member of the SDC.

- H. Votings in written form are authorized, at the discretion of the SD Coordinator, for all decisions excluding the election of the SD Coordinator.
- I. Revoking a SDC decision: If within the stated time limit on the minutes of the meeting, usually 4 weeks after the minutes are sent out by ECTA, more than 50% of the Active Members and the Honorary Members, who fulfill the requirements of Active Membership, send in a written statement to the SD Coordinator that they disagree with the decision made by those present at the SDC meeting, the decision will be revoked. This does not apply to the election of the SD Coordinator!

## **VI. COMMITTEES**

- A. SDC Committees will be set up and dissolved by the SD Coordinator. The Chairperson may be appointed by the Coordinator or selected by the Active SDC Members, at the SDC Coordinator's discretion. Proposals for setting up a Committee can be made at any time at the SDC meeting. Each SDC Committee will have a responsible Chairperson. Committee Chairpersons have to be Active SDC Members.
  - 1. Committees shall be established to allow Active SDC Members and SDC Trainee members the opportunity to express opinions and exchange ideas.
  - 2. Only active ECTA Caller Members are eligible to hold office in Committees within the SDC.
  - 3. At the SD Coordinator's discretion, the Committee Chairpersons will be elected annually at the SDC Meeting at the EAASDC/ECTA Fall Round Up. Unrestricted reelection is possible.
  - 4. Each Committee will be responsible for establishing and promoting the exchange of information and ideas between the SDC Members who have expressed interest in being on the Committee.
  - 5. Any Active SDC Member, SDC Trainee Member or Honorary SDC Member, who fulfills the requirements of Active Caller Member, is eligible to be a member of one or more Committees within the SDC. A member's request needs only to be sent to the respective Committee Chairperson for inclusion. Members of the Committees, who fail to respond to two consecutive mail-outs which require a response, will be dropped from the Committee roster. This rule does not apply to members of the ECTA Extended Board, who also are Active Members of the SD Council, and Chairpersons of other SD Council Committees – these persons may for informal reasons be members of any SD Council without the need to answer all mail-outs that require an answer. A membership roster for each Committee will be maintained and reported to the SD Coordinator by the respective Committee Chairperson.
  - 6. Committees will correspond with their members in the most expedient and cost effective manner, i.e. General Post, E-Mail, Fax, ECTA-Forum etc. Topics for discussion will be collected by the Committee Chairpersons and then forwarded to all Committee Members for discussion/voting. Final decisions and/or recommendations by a Committee will be forwarded thru the SD Coordinator to the entire SDC for discussion and/or voting.
  - 7. Committee Chairpersons will provide input from their respective Committee to the SD Coordinator for the SDC Notes.

8. Work and discussion in SD Council Committees is confidential! Contents and results are not to be discussed in public (also Internet Forums count to that. Excluded from this is the members area at the ECTA forum).
- B. Standing Committees
1. Mainstream Committee
  2. Plus Committee
  3. Advanced/Challenge Committee
  4. ECTA Educational Program (EEP) Committee  
The task and purpose of the SDC-EEP Committee are as written in the ECTA-EEP Committee Rules & Regulations.
- C. Non-standing Committees
1. The Active SDC Members can, on a motion of an Active SDC Member, at the SDC Meeting by simple majority direct the SD Coordinator to set up a temporary, Non-Standing Committee for a specific purpose. When setting up a Committee, a date for its automatic dissolving can be appointed.
  2. The Non-Standing Committee will either be dissolved when the appointed task is completed or at the date appointed when being set up or by the SD Coordinator. The Active SDC members can at a SDC Meeting on motion by an Active SDC Member by simple majority advise the SD Coordinator to dissolve a Non-Standing Committee

## **VII. DUTIES AND RESPONSIBILITIES OF THE SQUARE DANCE COORDINATOR**

- A. Represents the SDC.
- B. Is the liaison between the SDC and the ECTA Board.
- C. May appoint someone to act in his/her behalf for a function he/she is unable to attend, at ECTA Board meetings without voting rights.
- D. Works with the ECTA Board on all matters related to Square Dancing and SD leader education. Along with the SDC and in coordination with the Vice-President he/she plans the program for the ECTA Convention.
- E. Is responsible for arranging ECTA caller training including caller critiques at Jamborees.
- F. Chairs SDC Meetings.
- G. Prepares, and/or delegates to write, the SDC agenda and minutes and send it out to the designated ECTA Board member for proper and timely distribution.
- H. Maintains the SDC policy file.
- I. Works in close cooperation with the designated ECTA Board member in updating lists and definitions as they pertain to SD.
- J. Prepares articles for submission to appropriate publications that are of interest to square dancers and leaders.
- K. Is responsible, along with the SDC, for planning and organizing the annual Student Jamboree, including coordinating with any hosting club(s) and the Executive Board.
- L. Appoints committees within the SDC and supervises the work of the various committees and compiles informations from the various committees for the SDC Notes to be mailed to the appropriate membership.

- M. Informs the SDC of new information from CALLERLAB. If the SD Coordinator is not a member of CALLERLAB, they should ask the designated ECTA Board member to let them know when they receive new information from CALLERLAB.
- N. Sends SD information to the ECTA Webmaster for publication on the website.
- O. Coordinates the SD workshop(s) on ECTA/EAASDC events.
- P. Works in close cooperation with the ECTA Librarian in the update of lists, definitions and standardized procedures as they pertain to Square Dance.

## **VIII. STUDENT JAMBOREE**

- A. The SD Coordinator is responsible for the coordination of the annual ECTA Student Jamboree. This will be held at the last Saturday in March, unless that is Easter weekend. Then the Student Jamboree will move to the 1st Saturday in April.
  - B. The rules governing the Student Jamboree ("ECTA Student Jamboree Guidelines") will be worked out and updated by the ECTA Council Coordinators and have to be approved by the ECTA Extended Board.
  - C. Bids of EAASDC member clubs who want to co-host the Student Jamboree will be accepted by the ECTA President and must be approved by the Extended Board.
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## **ATTACHMENTS**

These are part of this document. When the Extended Board approves these Rules & Regulations, they are at the same time approving these attachments.