

**CONSTITUTION OF THE
CENTRAL CAROLINA SKATING CLUB, INC.**
Member Club of
The United States Figure Skating Association

ADOPTED: August 26, 1995
REVISED: May 28, 2005

**ARTICLE I
NAME AND CORPORATION**

Section 1. NAME: The Organization shall be known as The Central Carolina Skating Club Inc.

Section 2. HEADQUARTERS: This Club shall have its headquarters in the Triangle SportsPlex, One Dan Kidd Drive, Hillsborough, North Carolina 27278.

Section 3. RESPONSIBILITY: The Central Carolina Skating Club, or any of its officers, or any of its Board of Governors, shall not be held responsible for any injury or damages incurred during Club sessions.

**ARTICLE II
PURPOSE**

Section 1. PURPOSE: The purposes of the Club are: To encourage the instruction, practice, and advancement of the members in compulsory figures, free skating, pair skating, dancing, synchronized, moves in the field, and all types of figure skating; to encourage and cultivate a spirit of fraternal feeling among ice skaters; to sponsor, to produce, or cooperate in the production of amateur ice carnivals and shows; and generally to do and perform such other acts as may be necessary, advisable, proper or incidental in the realization of the objects and purposes of this organization; to carry out the general policies and objectives of the United States Figure Skating Association; and to help promote and assist in the continuation of the Triangle SportsPlex.

**ARTICLE III
OFFICERS**

Section 1. OFFICERS: The officers shall be President, Vice-President, Secretary, and Treasurer.

Section 2. ELECTION: The officers shall be elected during the annual spring meeting of the general membership by majority vote of a quorum of the voting membership present, including proxies. Nominations shall be from the floor with a second and consent of the nominee. The Board of Governors may select a nominating committee consisting of three (3) members made up from among one or more of the Senior or Honorary membership classes, which will provide said nominations as soon as possible or up to the start of the annual spring meeting.

Section 3. METHOD OF VOTING: Voting shall be by paper ballot.

Section 4. TERM: The term of each office shall be for one year. The effective date of the office shall be July 1st till June 30th of the following year, or until their successors are elected.

ARTICLE IV DUTIES OF OFFICERS

Section 1. DUTIES OF PRESIDENT: It shall be the duty of the president to take charge of the Club; to preside at all meetings of the Club and the Board of Governors. The president shall have the entire supervision and management of the Club and its property pending the action of the Board of Governors; the power to suspend any member for violating the By-Laws 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 Governors.

Section 2. DUTIES OF VICE-PRESIDENT: It shall be the duty of the Vice-President to assist the President in the discharge of the President's duties and in the President's absence to assume the President's duties and officiate in the President's stead.

Section 3. DUTIES OF TREASURER: The treasurer shall have charge of the funds of the Club and shall keep a record of all receipts and disbursements and shall render a written report when requested by the President or Board of Governors. Disbursements shall be made under the direction of the Board of Governors. The Board of Governors have the power whenever they deem it necessary to appoint an acting Treasurer. The funds shall be deposited in the name of the Club in a bank approved by the Board of Governors or in securities approved by the Board of Governors. All disbursements by check shall be signed by the Treasurer or another designated officer(s) or member(s) of the Board of Governors.

Section 4. DUTIES OF SECRETARY: It shall be the duty of the Secretary to keep the Minutes of the Meeting of the Club and of the Board of Governors and to supervise all reports and documents connected with the business of the Club; to supervise keeping of a roll of membership together with dates of their election and a record of all members elected, deceased, suspended or expelled. The secretary shall supervise the correspondence of the Club, prepare and issue notices of all meetings of the Club and Board of Governors.

ARTICLE V BOARD OF GOVERNORS

Section 1. NUMBER OF MEMBERS: There shall be a Board of Governors composed of 11 Senior home club or Honorary members of the Club. They shall include the President, Vice President, Secretary, Treasurer, immediate past

President, and six Senior home club members. Only one of the Senior non-officer Governors may be an ineligible, but may not be a restricted person.

Section 2. TERM OF OFFICE: Half of the six Senior Governors shall be elected each year at the annual spring meeting of the membership. In order to serve as a Governor, a candidate must be a Senior Home club member for at least one year. In order to serve as an officer on the Board of Governors, a candidate must serve on the board for at least one year. Term of service shall be two years. The immediate past president shall serve until the current president steps down. If the immediate past president is not able to serve or does not exist, the President shall appoint a person to fill that Governor's position. The appointee must be a Senior Home club member in good standing.

Section 3. METHOD OF ELECTION: The four officers shall be elected annually at the annual spring meeting of the general membership by majority vote, including proxies, of a quorum of the membership. Nominations shall be from the floor with a second and consent of the nominee. The Board of Governors may select a nominating committee consisting of three (3) members with voting privileges, which will provide said nominations as soon as possible and up to the annual spring meeting. The first year of the Club, the two Governors receiving the highest number of votes shall serve for two years and the two candidates receiving the next highest number of votes shall serve for one year. Each year thereafter, two Governors shall be elected each year for a term of office of two years to replace those whose terms expire. If the offices of Secretary and Treasurer are combined, the additional Governor's position that is open shall have a term of one year coinciding with the officers' term of office. If a governorship becomes vacant, the Board shall appoint a Club member as a Governor for the balance of the year. At the annual spring meeting of the membership, a governor shall be elected for the unexpired term, if any.

ARTICLE VI POWERS AND DUTIES OF THE BOARD OF GOVERNORS

Section 1. MEETINGS: The Board of Governors shall meet if needed, once in every month. The date of such meetings shall be stated by the President, or in the President's absence by the Vice President. Any four (4) members of the board may call a board meeting upon written notice to all the members of the Board of Governors at least ten (10) days prior to the meeting. The notice shall state the date of the meeting, purpose for which the meeting is called, and the names of the four (4) members requesting the meeting.

Section 2. QUORUM: Six (6) Governors of the board shall constitute a quorum.

Section 3. AUTHORITY: They shall have entire authority in the management of affairs and finances 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 non-members; fix penalties for offenses against the rules, and make rules for their own government and for the committees appointed by them.

Section 5. APPROPRIATIONS: All appropriations from the funds of the Club shall be made by the Board of Governors.

Section 6. AUDITS: They shall audit records of Secretary, Treasurer, and the Committees.

Section 7. INDEBTEDNESS: They shall have power to limit the indebtedness of a member of the Club.

Section 8. CANDIDATES FOR MEMBERSHIP: They shall elect to membership in the Club as hereinafter provided, such candidates as they consider acceptable. Such elections must be by majority vote at a regular meeting of the Board. No rejected candidate shall be eligible to membership within six (6) months after rejection. Rejection may not be discriminatory as to race, age or religious preference.

Section 9. SUSPEND OR EXPEL: The board shall have the power to suspend or expel any member for violations of the Constitution and By-Laws or for conduct which they shall deem improper, but no member shall be expelled or suspended without the right to a hearing.

Section 10. READMIT TO MEMBERSHIP: They may at a regular meeting readmit to membership, without the payment of Second initiation fee, any former member whose resignation has been fully accepted. Such readmission must be by ballot and two negative votes shall reject. No rejected candidate shall be again proposed for reinstatement within six months after rejection.

Section 11. DROP AND REINSTATE TO MEMBERSHIP: They may as hereinafter provided drop from the roll any delinquent member and also may reinstate such members as hereinafter provided.

Section 12. STANDING COMMITTEE: 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 13. USFSA DELEGATE: They shall appoint from among its registered eligible members, a number of delegates in proportion to the total number of registered members of such Member Club during the preceding fiscal year as specified in the USFSA By-Laws, Article XV. The delegate or Delegates shall be the representative(s) between the Club and the Association and shall attend the Governing Council meeting, either in person or by proxy. Said club shall file a certificate of such appointment with the Association and the certificate shall be provided by the Association.

Section 14. PUBLICATION ADVISORY COMMITTEE MEMBER: They should appoint an active member of the Club to act as Skating Magazine Representative. Said magazine is the official organ of the USFSA. It shall be the duty of this person to furnish news items of the Club's activities to Skating, and to encourage the writing of instructive articles of lasting interest for Skating. It is suggested that this member also manage the club's newsletter and public relations.

Section 15. CLERICAL ASSISTANCE: They shall have authority to make, in their discretion, appropriations for clerical assistance to the Secretary and/or Treasurer.

Section 16. EXPENDITURES AND REVENUE: They shall prepare and submit to the Stated Annual Meeting a program of anticipated expenditures for the coming year together with proposals of sources of revenue to meet same.

Section 17. BOARD MEMBER LIMITATION: The office of the Board Member shall be ipso facto vacated.

1. If they are found to be of unsound mind.
2. If they are convicted of a criminal offense.
3. If they are guilty of malfeasance or misfeasance of office as to their club position.
4. If by notice in writing to the Club they resign their office.
5. If they are no longer a Home Club member.

ARTICLE VII STANDING COMMITTEES

Section 1. NAMES: The Standing Committee shall be: (1) Membership Committee, (2) Music Committee, (3) Rules and Ice Committee, (4) Test and Competition Committee, (5) Junior Membership Committee, (6) Carnival Committee, and (7) Public Relations Committee, and such other committees as the Board of Governors may deem necessary. They shall be appointed annually by the Board of Governors at their regular meeting after the annual election.

Section 2. MEMBERSHIP COMMITTEE: The Membership Committee shall consist of the Board of Governors with one of the Governors being the Chairperson. They shall investigate the qualifications of all candidates presented by the membership chair and approve their membership. To deny a candidate, the membership chair must bring before the board just cause for denial. These include financial, criminal or conduct unbecoming.

Section 3. MUSIC COMMITTEE: The Music Committee shall consist of three (3) or more members. They shall select and make arrangements for the playing of all music at the Club sessions, entertainments, carnivals, dance sessions, etc.

Section 4. RULES AND ICE COMMITTEE: The Rules and Ice Committee shall consist of three (3) or more members. They shall make rules and arrangements

for the conduct of the club members during the regular skating sessions, and divide the ice time into sections corresponding to the requirements of the Club. Those rules and regulations shall be approved by the Board of Governors and then posted on the Club bulletin board.

Section 5. TEST AND COMPETITIONS COMMITTEE: The Test and Competitions Committee shall consist of one (1) or more members who shall have complete charge of giving USFSA tests, of setting dates and obtaining approved USFSA judges for the tests. They shall have complete charge of all Club and Inter-Club competitions. The decisions shall rest with this committee or the Test Chairperson(s) as to persons eligible to enter any such test and competition.

Section 6. JUNIOR MEMBERSHIP COMMITTEE: The Junior Membership Committee shall consist of two (2) or more members who shall have complete charge of the junior group sessions. They shall make rules and regulations governing membership, conduct on the ice and division of the ice time for all junior group sessions, pending approval of the Board of Governors. They may ask for and receive help and advice from the other Standing Committees of the Club.

Section 7. CARNIVAL COMMITTEE: The Carnival Committee shall consist of three (3) members who will act as chairperson(s) of such sub-committees as the Board of Governors may designate. The members of the sub-committee should be appointed by the chairperson of the sub-committee but approved by the Board of Governors.

Section 8. PUBLIC RELATIONS COMMITTEE: The Public Relations Committee shall consist of one or more members who will be responsible for coordinating all aspects of public relations for the club, including publicity and promotion. The primary goal of their public relations efforts will be to create awareness and encourage the growth and development of the club.

Section 9. BOARD MEETING: The Chairperson of the Standing Committees may be requested by the President to attend special meetings of the Board of Governors. They may enter into and take part in all discussions, but may not vote.

ARTICLE VIII MEMBERSHIP

Section 1. GEOGRAPHIC SCOPE: There shall be no restriction as to geographic location of residence for membership.

Section 2. CLASSES OF MEMBERS: Classes of membership shall include the following:

Senior Members: Senior members shall be at least eighteen (18) years of age. This class shall be further subdivided into Senior Eligible, Senior Ineligible, and Senior Restricted. The Senior Eligible member, in addition to the privileges authorized by the United States Figure Skating Association By-Laws, shall have the right to vote, hold office and shall enjoy all the privileges of the Club. In accordance with the USFSA By-Laws, a Senior Ineligible Member has the right to vote, but may not hold office. One Senior Ineligible Member may be a Governor with a vote on the Board of Governors. The Senior Restricted Member has a vote, but may not hold office, or be a Governor.

Junior with Parent or Guardian: Junior members shall be under the age of eighteen (18) years of age and shall not vote nor hold office, nor be a Governor. Parent or guardian is a Senior member with all rights and privileges of such. In order for a Junior member to receive monetary support from CCSC a Junior with Parent or Guardian membership must be maintained.

Junior Members: Junior members shall be under the age of eighteen (18) years of age and shall not vote nor hold office, nor be a Governor.

Associate Members: Associate members shall no have voting rights. They shall also be able to test at the Senior Member rate with no additional charge. They may skate in all carnivals and exhibitions hosted by the Club. During contracted ice time, if they skate, they will be required to pay an additional fee as set forth by the Rules and Ice Committee and approved by the Board of Governors.

Basic Skills Members: Basic Skills members shall not vote, nor hold office, nor be a governor. They shall only be able to test Basic Skills levels and must become a full USFSA member to test any Adult, Pre-Preliminary, or higher test. They may skate in all carnivals and exhibitions hosted by the club. During contracted ice time, if they skate, they will be required to pay an additional fee as set forth by the Rules and Ice Committee and approved by the Board of Governors.

Honorary Members: Honorary members shall not be required to pay an annual fee. They may vote, but may not hold office or be elected as a Governor. However, they may be appointed as a Governor as listed in this document.

Eligible, ineligible, and restricted shall be used in this document as defined by the current USFSA Rules, Regulations, Constitution, and By-Laws.

Section 3. MEMBERSHIP DUES: The fee schedule for membership dues shall be determined by the Membership Committee and may change.

Section 4. ARREARS FOR DUES: Any member in arrears for dues, or other indebtedness shall be notified by mail by the Secretary at the member's last known address. If the amount is not paid in full within one month thereafter, the name of the delinquent shall be reported by the Secretary to the Board of Governors at their next meeting. The Board of Governors may drop from the roll any name of such delinquent member. A member dropped from the roll for non-

payment of dues, or other indebtedness, may, upon payment of same, at the discretion of the Board of Governors, be reinstated to full membership.

Section 5. ARREARS FOR DUES RESTRICTIONS: No member in arrears for dues, or other indebtedness, shall be eligible to hold office, or entitled to vote, or to enter any club tests or competitions.

Section 6. RESIGNATION: Any member not in arrears for dues, or other indebtedness, may tender a written resignation of his or her membership to the Secretary, who shall report the same to the Board of Governors, at their next meeting for their action.

Section 7. HONORARY MEMBERS: Honorary members may be elected at any meeting of the Club after recommendations by the Board of Governors, by a two thirds majority vote.

An honorary member(s) shall be free from initiation fees, dues and/or assessments. They may represent the Club at exhibitions and attend ice skating sessions under the same rules governing active members. They shall not be nominated or elected to office or a member of the Board of Governors, but may be appointed by the Board to fill a vacancy, where, only, they shall have a vote. Honorary members have no vote unless otherwise provided. They shall have no claim on the assets or property of the Club. They shall not represent the Club in competitions.

Section 8. RESPONSIBILITIES FOR GUESTS: Members shall be responsible for the conduct and indebtedness of all persons admitted to the Club's property at their request.

Section 9. BOARD APPROVAL FOR COMPETITION AND EXHIBITION: No member or members of the club shall make entry in the name of the Club in competition or exhibition except with the approval of the Board of Governors, or the Test Chairperson.

ARTICLE IX CLUB MEETINGS

Section 1. TIME: There shall be at least two annual Stated Club Membership meetings each year. A Standard Meeting shall be held in the Spring and in Autumn. The Spring meeting shall be the annual meeting during which elections are held.

Section 2. SPECIAL MEETINGS: The secretary shall call special meetings at the direction of the President, or upon the written request of five Home Club Members in good standing.

Section 3. QUORUM: Twenty percent (20%) of all senior members in good standing shall constitute a quorum for the transaction of business.

Section 4. NOTICES: Notices of Stated and Special Meetings shall be mailed by the Secretary to every member at least ten (10) days in advance thereof, and/or shall be posted by the Secretary for the same length of time on the Club bulletin board.

Section 5. SPECIAL MEETING LIMITATION: No business shall be transacted at a special meeting except that of which notice was given.

ARTICLE X DISCIPLINE

Section 1. METHOD OF PROCEDURE: Any member or members having complaint against another member for the infraction of any law or rule, other than skating rules, as for conduct injurious to the welfare of the Club, may report the same in writing to the Board of Governors. Such complaint shall set forth the facts of the case, together with the names of witnesses, if any. After receiving such complaint, a meeting of the Board of Governors shall be held as soon as practicable to investigate same. The complainant or complainants, and the member complained of, shall receive at least seven (7) days notice, of such meeting, and may be heard with their witnesses. The statements and evidence shall be reduced to writing and filed with the Secretary, and to the member complained of. An appeal from the decision of the Board of Governors may be taken to the Club within seven (7) days thereafter, by serving upon the Secretary a written notice of such appeal. A special meeting shall thereupon be called for the consideration of the case and a two-thirds vote shall be necessary to reverse the decision of the Board of Governors.

ARTICLE XI FEES, DUES AND ASSESSMENTS

Section 1. SUBSCRIPTION TO SKATING MAGAZINE: One subscription per family living at the same address is included in the registration fees.

ARTICLE XII ADOPTION OF CONSTITUTION AND BY-LAWS

Section 1. EXISTING CLUB PROCEDURE: The President shall call the club together and request the adoption of the embodied Constitution and By-Laws.

ARTICLE XIII AMENDMENTS TO BY-LAWS

Section 1. These By-Laws may be amended by a two-thirds vote of the membership, in person or by proxy, at any regularly constituted meeting thereof as long as a quorum is present.

BY-LAWS

ARTICLE I ORDER OF BUSINESS

Section 1. SEQUENCE: At stated and special meetings, the following order of business shall be observed:

1. Roll Call
2. Reading of the Minutes of previous Meetings
3. Reports of Officers
4. Reports of Committees
5. Election of Officers
6. Unfinished Business
7. New Business
8. Adjournment

ARTICLE II RULES OF ORDER

Section 1. 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 the previous question
3. To postpone
4. To commit
5. To amend

Which several motions shall have precedence in the order above given, and the first three shall be decided without debate

Section 2. YEAS AND NAYS: If any two members shall request, the Yeas and Nays shall be called upon any question, whereupon each member present shall vote as his or her name is called or if requested, vote by paper ballot, without debate, unless excused from voting by the meetings, and the vote so taken shall be recorded in the Minutes.

Section 3. TO RECONSIDER: A motion to reconsider must be made by a member who voted with the majority, and at the same or succeeding meeting.

Section 4. MAJORITY VOTE: Except as otherwise provided, all questions shall be determined by a majority vote. The chairperson may vote only in case of a tie, except when the yeas and nays are ordered in which case he shall vote when his or her name is called. If the result be then a tie the motion shall be declared lost..

Section 5. ROBERT'S RULES OF ORDER NEWLY REVISED: All questions of parliamentary practice not herein provided for shall be determined in accordance with Robert's Rules of Order.

Section 6. GOVERNING AUTHORITY: This Club shall be governed by the Constitution, By-Laws, Rules, and Regulations (Current Editions) of the United States Figure Skating Association.

ARTICLE III CHARTER MEMBERSHIP

Section 1. CHARTER MEMBERSHIP: The Charter Membership of the Central Carolina Skating Club as of July 31, 1995 is as follows with 36 members: Ms. Jacque Beane, Ms. Bonnie Boaz, Dr. David Boaz, Ms. Alicia Boaz, Ms. Michelle Boaz, Ms. Mary Jo Bullin, Mr. Terry Bullin, Mr. Andy Bullin, Mr. Charlie Bullin, Ms. Carol Comeskey, Mr. Harry Comeskey, Ms. Kelly Cowan, Mr. Kevin Elvin, Ms. Susan Elvin, Ms. Mary Ann Hurych, Mr. Lawrence Hurych, Mr. Paul Hurych, Mr. Ken Killinger, Ms. Heather Lampe, Ms. Christie LeSesne, Ms. Harriet Lin, Ms. Wendy Lochridge, Ms. Trish Medalen, Ms. Amelia Ann Miller, Dr. Melinda Snyder, Ms. Donna Thaus, Dr. Kathleen Waite, Ms. Deyette Wall, Ms. Karen Walsh, Dr. Lynn Wegner, Dr. Steve Wegner, Ms. Amelia Wegner, Mr. Paul Whetstone III, Ms. Shannon Williamson, Ms. Amy Yeager, and Ms. Laura Yeager.

ARTICLE IV Non- Discrimination Clause

Central Carolina Skating Club does not discriminate on the basis of race, color, religion, sex, national origin, age, or disability in any programs or activities that it sponsors.

ARTICLE V Dissolution

In the event of dissolution of CCSC for any reason, all of the assets and property of CCSC shall be turned over to the USFSA Memorial Fund (which is a 501(c)(3) non-profit).