

## **BY-LAWS OF SALT LAKE FIGURE SKATING**

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### **ARTICLE I**

#### **Name and Incorporation**

Section 1. Name. The organization shall be known as Salt Lake Figure Skating (hereinafter referred to as the “Club”).

Section 2. Incorporation. The Club was incorporated under the Laws of the State of Utah, April 8, 2004.

Section 3. Headquarters. The Club shall have its headquarters at The Salt Lake City Sports Complex located at 645 Guardsman Way, Salt Lake City, Utah 84108; The Club shall have as a secondary location, The Utah Olympic Oval, located at 5662 S. Cougar Lane, Kearns, UT 84118; The Club shall have its mailing address as:

Salt Lake Figure Skating  
P.O. Box 58801  
Salt Lake City, Utah 84108

Section 4. Fiscal year. The fiscal year of the Club shall begin on July first (1st) of each year and end on June thirtieth (30th) of the following year.

### **ARTICLE II**

#### **Purposes**

Section 1. Purpose. The purposes of the Club are promote, encourage, advance and improve the sport of amateur figure skating through performance, competition and education. The club encourages and cultivates a spirit of harmony and friendship among figure skaters. The club will sponsor, stage and/or conduct publicly or privately, amateur carnivals, exhibitions and competitions. The club will participate in and cooperate with and assist other organizations, associations, clubs or incorporations in holding, staging and/or conduction amateur ice carnivals, exhibitions and competitions as per –the general policies of the United States Figure Skating Association (hereinafter referred to as US Figure Skating.).

Section 2. Purpose. The Club shall support and develop amateur athletes for national and international amateur competition in figure skating. Such support and development shall officially be part of and in accordance with the rules, regulations, tests and competitions established and sanctioned by US Figure Skating.

Section 3. Purpose. Whenever possible, the Club shall host US Figure Skating sanctioned amateur ice-skating competitions on local, regional, sectional, national or international levels.

Section 4. Purpose. The Club shall have as a primary purpose the instruction and training of individual skaters in the sport of amateur figure skating. The Club shall assist in improving and developing the capabilities of skaters through regularly scheduled ice-skating sessions, tests, competitions and other such related amateur ice skating events.

Section 5. Code of Ethics. The Club will comply with provisions of US Figure Skating's Code of Ethics and any other requirements of the Rules of US Figure Skating.

### **ARTICLE III Officers**

Section 1. Officers. The executive officers of the board of directors shall be President, Vice President, Treasurer and Secretary. All officers must be registered members of US Figure Skating.

Section 2. Term of Office. The President shall serve for a term of two (2) years. All other Board Officers shall hold their office for a term of one (1) year or until their successor is elected. The term shall begin immediately following election.

Section 3. Method of Election. Any vacancies of the board of directors due to completion of term of office, will be filled at the Spring General Membership Meeting. Within one (1) week following the Spring General Membership Meeting, the new impaneled Board of Directors shall hold a special Board Meeting to elect from the members of the Board three persons, one to fill each of the offices of Vice President, Treasurer and Secretary. All other members of the Board of Directors will then fill the remaining positions on the Board of Directors.

Section 4. Vacancies of Office. Upon resignation, removal from office or death of Board officer, the Board of Directors shall at the next scheduled board meeting, elect a replacement to complete the remaining term. An officer may be removed from office for failure to renew membership in the Club or may be removed by a majority vote of the Board of Directors for failure to perform the duties of their office.

### **ARTICLE IV Duties of Officers and Board of Directors**

Section 1. Duties of President. The President shall be an elected officer, and may not be a coach, and may NOT be a restricted or an ineligible member. The President shall remain on the Board following their term of office for one year as the Past President. This position will be a voting position provided that the Past President is still an eligible member of the Board. If the Past President's term of office is completed, the position will be ex-officio, and will not be a voting position. It shall be the duty of the President to take charge of the Club and to preside at all meetings of the Club and the Board of Directors. The President shall have the entire supervision and management of the Club, its property, pending an action of the Board of Directors. The President shall have the power to suspend any member of the Club for violating the By-Laws or Regulations of the Club, pending the approval of the Board of Directors. The President shall have the authority to call special Board meetings and Club meetings. The President, together with the Secretary, shall sign all agreements and contracts made by the Club, upon approval of the Board of Directors. The duties of the President shall also include the following:

- Chairing all meetings of the Officers, Board of Directors and

### General Membership

- Signatory on all legal and financial documents, including the club checking account
- Serve as a voting member from the Club to US Figure Skating
- Liaison between the Club and The Salt Lake City Sports Complex, The Utah Olympic Oval and/or other arenas that the Club uses
- Generally supervise the activities of the Club
- Appoint committee chairs with board approval
- Appoint vacancies to the Board of Directors with board approval
- an with the other officers the yearly goal setting/training retreat
- Be a member of all standing committees.

Section 2. Duties of the Vice President. The Vice President shall be an elected officer, and may NOT be a coach, and may NOT be a restricted or an ineligible member. It shall be the duty of the Vice President to assist the President in the discharge of the duties of the President and in the President's absence, to assume the President's duties of officiating in the President's stead. The duties of the Vice President shall also include the following:

- The Vice President shall serve as co-chair for the following committees:
  - Membership and Development Committee
  - Ice Shows and Exhibitions Committee
  - Competitions Committee
  - Test Committee
- Act as the primary Sanctions Officer for the Club
- The elected Vice President shall serve as President Elect during the President's second year in office, and assume the position of President at the beginning of the next year.
- The Vice President shall assume the Presidency of the Club at

the Spring General Membership Meeting following their first year as President- Elect.

Section 3. Duties of the Treasurer. The Treasurer shall be an elected officer, and may not be a coach, and may NOT be a restricted or an ineligible person. The Treasurer shall have charge of the funds of the Club, shall keep a record of all receipts and disbursements, and shall render a written financial report for the Spring General Membership Meeting. A financial statement will be given to the Board of Directors at each meeting of the Board of Directors. The Board of Directors shall have the power, whenever they deem it necessary, to appoint an acting Treasurer. The Treasurer shall be responsible for filing or having filed any and all appropriate annual income tax returns and other documents required by tax laws. The duties of the Treasurer shall also include the following:

- Act on behalf of the President, when the President, Vice President, and Secretary are unable to perform their duties.
- Serve as Chairperson of the Finance and Fundraising Committee
- Prepare a yearly budget
- Prepare quarterly financial reports
- Keep full and correct accounting of all funds of the Club
- Plan with the other officers the yearly goal setting/training retreat
- Serve as signatory on the Club checking account
- Disburse funds according to the budget as needed for the administration of the Club.

Section 4. Duties of the Secretary. The Secretary shall be an elected officer, and may not be a coach, and may NOT be a restricted or an ineligible member. It shall be the duty of the Secretary to keep the minutes of the meetings of the Club and

of the Board of Directors, and to supervise all reports and documents connected with the business of the Club. The Secretary shall supervise the correspondence of the Club and prepare and issue notices of all Special and General Membership Meetings of the Club and the Board of Directors. The Secretary shall post the minutes of these same meetings on the Club's bulletin board within ten (10) days following the meeting. The duties of the Secretary shall also include the following:

- Acting on behalf of the President when the President and Vice President are unable to perform their duties
- Plan with the other Officers the yearly goal setting/training retreat
- Sign all agreements and contracts with the President

Section 5. Duties of the Membership Officer. The membership and development officer shall be appointed by the Board of Directors from the elected members of the Board of Directors and shall serve for one (1) year. Someone who has held this position for 1 year, may continue in the same position for the following year at the agreement of the Board of Directors. The duties of the Membership Officer shall include the following:

- Co-Chair with the Vice President the membership and development committee
- Actively recruit new Club members
- Retain current Club members
- Keep accurate and current records of the members' names, addresses and vital information
- Retain records for at least four (4) years
- Work with the Club's coaches to develop programs to enhance the skaters of the Club
- Actively recruit clinics and guests to improve the quality of coaching and skating

Section 6. Duties of the Competition Coordinator. The Competition Coordinator shall be appointed by the Board of Directors from the elected members of the Board of Directors and will serve for one (1) year. Someone who has held this position for 1 year, may continue in the same position for the following year at the agreement of the Board of Directors. The duties of the Competition Coordinator will include the following:

- Serve as chair of competitions and carnivals
- Actively seek opportunities for new competition experiences
- Keep and maintain accurate competition records for the Club
- Actively recruit prospective competition judges and assist in their training.

Section 7. Duties of the Test Coordinator. The Test Coordinator shall be appointed by the Board of Directors from the elected members of the Board of Directors and will serve for one (1) year. Someone who has held this position for 1 year, may continue in the same position for the following year at the agreement of the Board of Directors. The duties of the Test Coordinator will include the following:

- Organize and schedule test sessions with the Utah Interclub Association.
- Organize and schedule test sessions within the Club throughout the year, as needed.
- Keep and maintain accurate testing records for the Club
- Actively recruit prospective [test] judges and assist in their training and development
- Send test reports to US Figure Skating and to test chairs of other clubs in the Utah Interclub Association.

Section 8. Duties of the Information Officer. The Information Officer shall be appointed by the Board of Directors from the elected members of the Board of Directors and shall serve for one (1) year. Someone who has held this position for 1 year, may continue in the same position for the following year at the agreement of the Board of Directors. The duties shall include the following:

- Seek opportunities for sponsorship
- Seek out opportunities for advertising and promotion of skaters and the Club

Section 9. Utah Olympic Oval Liaison. The Utah Olympic Oval Liaison shall assist the President in communicating with the Oval. The Utah Olympic Oval Liaison shall be appointed by the Board of Directors from the elected Board of Directors and shall serve for one (1) year. Someone who has held this position for 1 year may continue in the same position for the following year at the agreement of the Board of Directors.

Section 10. Members at Large. The members at large shall be appointed by the Board of Directors from the elected Board of Directors and shall serve for one (1) year. These members shall serve as co-chairs for committees as well as taking on certain specific responsibilities as needed, such as:

- Newsletter/Public Relations printing and distribution
- Hospitality for tests, competitions and events
- Fund-raising, with the Treasurer
- Development with the Membership Officer
- Hosting guests and performers, as needed
- Special event organizing and hosting
- Bylaw amendment
- Assist Officers and Co-chairs as needed

## **ARTICLE V Board of Directors**

Section 1. Number of Members. There shall be a Board of Directors composed of nine (9) members of the Club.

Section 2. Composition of the Board. Members of the Board of Directors must be (i) residents of the State of Utah, (ii) aged 18 or older, (iii) home club members of the Club in accordance with provisions of applicable rules of U.S. Figure Skating, and (iv) voting members of the Club. In addition, no more than two judges may sit on the board at any given time and no persons employed as a coach may serve on the Board of Directors at any time.

Section 3. Term of Office. The term of office for any board member is three (3) years. At the end of the fiscal year, three (3) board members shall finish their term of office while the other six (6) board members remain on the board. Those three (3) vacated board positions shall be filled by majority vote of the General Membership of the Club each year at the Spring General Membership Meeting. A member may be re-elected at the Spring General Membership Meeting to serve an additional term of three (3) years. No member may be elected or appointed to serve on the Board of Directors for more than seven (7) consecutive years, but may become eligible again after one fiscal year. Upon resignation, removal from office or death of a board member, the Board of Directors shall appoint a new member to serve out the remainder of the vacated term of office. The remaining time of the current fiscal year shall NOT run against the appointed board member. No more than one member of an immediate family may serve on the Board of Directors at the same time.

Section 4. Method of Election At least thirty (30) days in

advance of each Spring General Membership Meeting, the President shall appoint a nominating committee consisting of no less than three (3) of the Director's whose terms are not scheduled to expire at the upcoming annual meeting. The nominating committee shall determine a list of nominees to stand for election as Directors to fill the positions of those Directors whose terms shall expire at the annual meeting. Their report should be made to the Board of Directors not less than fifteen (15) days prior to the Spring General Membership Meeting. The report of the nominating committee and the notice of the Spring General Membership Meeting shall be mailed to the voting membership and also shall be posted on the bulletin board not less than ten (10) days prior to the election. Candidates may also be nominated from the floor at the Spring General Membership meeting and the combined list will then be voted on by the eligible voting members of the Club. Only those who have been either a voting member in good standing for at least one year or are the parent of a child who has been a full member in good standing for at least one year prior to election may be nominated to the Board of Directors. Notwithstanding anything hereinabove to the contrary, any nominee for election as a Director must evidence in writing in advance of or at the annual meeting, or in person at the annual meeting, such person's willingness to serve if elected. The three (3) candidates receiving a majority vote shall be the new members of the Board of Directors. Tellers for the counting of votes shall be three (3) in number and shall be appointed by the nominating committee from the membership present at the time of election.

Section 5. Duties of the Nominating Committee. The nominating committee shall take charge of the entire election procedure. This shall include 1) the notification of the election meeting, 2) the printing, distribution, and collecting of the ballots, 3)

conduction of the election during the Spring General Membership Meeting, and 4) any other duties related to the elections.

Section 6. Ex-officio Members. Ex-officio members may be appointed by the Board of Directors as advisors. By invitation of the President or by three (3) Board members, an Ex-officio member may attend Board meetings, participate in discussions, BUT shall not vote.

Section 7. Board Member Limitation. The office of a board member shall be ipso facto vacated under one (1) of the following conditions: a) if by notice in writing to the Club, the board member resigns his/her office, b) if the Board Member is no longer a member of the Club, c) if the board member misses three (3) meetings of the Board of Directors in one (1) fiscal year without due cause, or d) any other condition that violates these By- Laws.

## **ARTICLE VI**

### **Powers and Duties of the Board of Directors**

Section 1. Meetings. The Board of Directors shall meet at least once every month. The day of the month shall be chosen by the Board of Directors. Board members may give their proxy vote to other members of the Board of Directors concerning matters coming before the Board. No one (1) board member shall have the proxy vote for more than one (1) absent board member. Any three (3) members of the Board of Directors may call a special board meeting upon written notice to all the members of the Board of Directors at least three (3) days prior to the meeting. The communication shall state the date, time and place of the meeting, purpose for which the meeting is called, and the name

of the three (3) members requesting the meeting. The notice shall also be posted on the Club's bulletin board located at the Salt Lake City Sports Complex and also on the club's website. Efforts will also be made to post at the Olympic Oval.

Section 2. Quorum. A majority of the Board of Directors shall constitute a quorum.

Section 3. Authority. The Board of Directors 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. Appropriations. All appropriations not budgeted from the funds of the Club must be approved by the Board of Directors before being paid. The funds of the Club shall be deposited in the name of the Club in a financial institution insured by an agency of the federal government and approved by the Board of Directors.

Section 5. Rules. The Board of Directors shall make such rules as they deem proper for the government of the Club. Penalties for offenses against the Club rules and procedures for appeals to those penalties shall be consistent with the U.S. Figure Skating policies.

Section 6. Audits. There shall be an annual audit of the financial statements of the Club conducted by the Finance Committee appointed by the Board of Directors. The Finance Committee upon approval of the Board of Directors may select a licensed, certified public accountant to perform the annual audit. The Board of Directors may audit records of the Secretary and of the Committee.

Section 7. Indebtedness. The Board of Directors shall have power to limit the indebtedness of a member of the Club to the Club. Members in arrears for dues or those others who have indebtedness in default to the Club shall be ineligible to hold office, to vote or to participate in any Club test, competition, show or other activities.

Section 8. Arrears for Dues. Any member in arrears for dues or other indebtedness shall be notified by **e-mail or by U.S Postal service** by the Secretary and/or Treasurer at his/her last known address. If the amount due is not paid in full within thirty (30) days thereafter, the name of the delinquent shall be reported by the Secretary or Treasurer to the Board of Directors at their next meeting. The Board of Directors may drop from the roll the name of such delinquent members. A member dropped from the roll for nonpayment of dues, or their indebtedness may upon payment of the same, at the discretion of the Board of Directors, be reinstated to the previous class of membership.

Section 9. Expenditures and Revenue. The Board of Directors shall prepare and submit annually, a program of anticipated expenditures for the coming year together with proposals of sources of revenue to meet the same. Disbursements of Club funds shall be from the annual budget and must be approved in advance at the Board of Directors meeting by a majority vote of the Board of Directors.

Section 10. Drop and Reinstatement to Membership. The Board of Directors may, as hereinafter provided, drop from the roll any delinquent member of the Club and also may reinstate such members as hereinafter provided.

Section 11. Readmit to Membership. The Board of Directors may, at a regular meeting, readmit to membership upon payment of dues, any former member whose resignation has been fully accepted. Such readmission must be by ballot. No rejected candidate shall be again proposed for reinstatement within six (6) months after rejection.

Section 12. Delegates. The President shall have the option of being a delegate to the annual U.S. Figure Skating Spring Governing Council meeting and shall propose additional delegates to be approved by the Board of Directors. Delegates shall report back to the Board of Directors the proceedings of the Spring Governing Council meeting.

Section 13. Majority Vote. Except as otherwise provided, all questions shall be determined by a majority vote.

## **ARTICLE VII Standing Committees**

Section 1. Standing Committees. The President of the Club shall appoint the chairperson for each of the standing committees with authority over them, except as hereinafter provided, and shall appoint such other committees as deemed necessary, upon approval of the Board of Directors.

Section 2. Names. The standing committees shall be the following: 1) Board of Directors, 2) Membership and Development, 3) Tests and Competitions, 4) Ice Shows and Exhibitions, 5) Finance and Fund-raising. Temporary committees may include, but are not limited to Hospitality, Publicity and Public Relations, Junior Club, By-Laws and Amendments, Special Events, Sponsorships, Investments/Real

Estate, and Legal committees. The President, with the approval of the Board of Directors, may appoint them as necessary.

Section 3. Board Meeting. Any chairperson of a standing committee may be requested by the President to attend meetings of the Board of Directors, and they may enter into and take part in all discussions, but may not vote unless they are also members of the Board of Directors.

### Section 4. Duties of the Standing Committees.

1) Board of Directors. Chaired by the President, the Board of Directors is charged with the responsibility of the day to day running and organization of the Club. The committee will oversee the membership and development as well as the retention of current members and will actively assist the membership and development co-chair in recruiting new members. The committee will meet yearly for a goal setting, planning and leadership training "retreat." The committee shall serve as the visible representation of the Club at any and all public events and will strive to represent the Club and US Figure Skating in the highest possible manner.

2) Membership and Development. Co-chaired by the Vice President and the Membership and Development Co-chair, the committee is charged with recruiting new members, retaining current members and developing the members of the Club to their highest potential. This includes skaters, coaches and, with the tests and competitions chair, judges. The committee will seek out opportunities to market and advertise to the community and to bring new skaters into the Club. The committee will develop a working relationship with the home rink of the Club, to assist with their developmental programs in order to recruit new

members and provide opportunities for current members. The committee will actively seek outside assistance to develop the coaching standards and skating standards of its members by bringing in clinics, coaches and seminars to assist in the development of its members. The committee will report to the Board of Directors monthly.

3) Tests. Co-chaired by the Vice President, the committee is charged with organizing test sessions for the benefit of the Inter-club association and for the primary benefit of Club members. Additionally, the committee is responsible for recruiting and assisting in the development of prospective test judges. The committee will report to the Board of Directors monthly.

4) Competitions. Co-chaired by the Vice President, the committee is charged with organizing annual competitions as well as actively seeking other opportunities for hosting competition events. Additionally, the committee is responsible for recruiting and assisting in the development of prospective [competition] judges. The committee will report to the Board of Directors monthly.

5) Ice Shows and Exhibitions. Co-chaired by the Vice President and the Event Coordinator, the committee is charged with organizing the annual ice show as well as smaller shows and exhibitions throughout the year.

6) Finance and Fund-raising. Chaired by the Treasurer, the Finance and Fund-raising committee is charged with keeping the books of the Club as well as continuing to raise funds for the operation of the Club. Additionally, the committee will perform a **monthly** audit of the bank account records and prepare a budget for the coming year. The committee will report to the Board of

Directors quarterly in regard to the bank accounts of the Club. The committee will also be responsible for preparing yearly proposals on current dues and expenditures. The primary duty of the committee is to allow the Club to run smoothly and “in the black” from a financial standpoint. No coach may be a member of this committee.

The duties of temporary standing committees will be outlined and approved by the Board of Directors as needed.

## **ARTICLE VIII Membership**

Section 1. Conditions for Membership. To be a member of US Figure Skating and of the Club, one shall pay a specified fee per year as set annually by the Board of Directors and agree to abide by the rules and regulations of U.S. Figure Skating and the Club.

Section 2. Classes of Membership. The Club shall have the following classes of membership:

1) Full Member: A member who tests and/or competes under the Club name and is able to skate on weekly club ice for no additional fee.

2) Parent Partner Member: A parent or guardian of a Full Member or **Introductory** Member who is afforded the right to vote at the Fall and Spring General Membership meetings is also a member of U.S. Figure Skating, and may serve as a Board Member on the Board of Directors. NO other benefits of Club membership shall apply.

3) Introductory Member: An **introductory** member is a skater currently in basic skills who is also associated with the Club. They are allowed to compete in any basic skills competition. If they choose to test or compete as a tested level skater, they must upgrade to Full Membership.

4) Associate Member: A member whose primary Club membership is through another US Figure Skating Member Club, but wishes to participate in events and programs sponsored by Salt Lake Figure Skating.

5) Coach Member: There are two levels of Coach Membership:

- a. Home Club Coach: A coach member who claims SLFS as their “Home Club” and who receives all the benefits of a Full Member. They have the right to vote at the Fall and Spring General Membership meetings.
- b. Associate Member Coach: A coach member who claims another club as their “Home Club” but who would like to participate in events and programs sponsored by SLFS. This is a non-voting level of membership.

**In order to coach on Salt Lake Figure Skating club ice, a person must fulfill these requirements.**

- 1) **Be a member in good standing of Salt Lake Figure Skating.**
- 2) **Be permitted to coach in the club’s primary and secondary rinks.**

6) Adult Membership: A member who is 18 years or older, who tests and/or competes under the Club name, is eligible to vote at the General Membership Meetings and to serve on the board of directors of the Club. Not eligible to participate in free weekly Club Ice.

7) Judge Membership: Any member who is associated with the Club and who serves primarily in the role of “skating judge”. They are eligible to vote at the General Membership Meetings and to serve on the board of directors of the Club. (No more than two judges may sit on the board at any given time. See Article V, Section 2)

8) Lifetime Member: To hold this type of membership, a person is recommended by the Board of Directors and then so elected at a stated General Membership Meeting of the Club. A Lifetime member shall be free from all dues, fees, etc. In addition, a Lifetime member shall have all rights of a Full Club member in the Club.

9) Restricted and Ineligible Members: Restricted and Ineligible members are those skaters as defined in the current edition of the US Figure Skating Rule Book Restricted and Ineligible members shall have all the privileges of membership except those outlined in the current edition of the US Figure Skating Rule Book. Restricted and Ineligible members may be on the Board of Directors, but may not hold office on said Board except as stated in the U.S. Figure Skating Rule Book. Restricted and Ineligible members are restricted to only one (1) each on the Board of Directors, as stated in the U.S. Figure Skating Rule Book. The total number of Restricted and Ineligible members serving on the Board of Directors shall not exceed two (2) members at any time. NO Restricted persons are allowed on the Club’s Board of Directors who are employed by other rinks that are home to another U.S. Figure Skating member club.

Section 3. Definitions. Any member in good standing over the age of sixteen (16) years, who is a Full Club member, Lifetime, Restricted or Ineligible member is eligible to vote at special or

stated General Membership Meetings. Those Full Club members under the age of sixteen (16) years shall not vote. Adult members are those members who have attained their eighteenth (18) birthday by July 1st of the current membership year. They may join as any member of the classes of membership.

Annual Club membership begins and terminates as of July 1st of each year as does the corresponding U.S. Figure Skating membership. Dues are for the fiscal year for which they are paid. Individuals with another Home Club may join the Club as an Associate Club member and may participate in all Club activities for which membership class they've paid, except those in which the Associate Club member must represent his/her Home Club.

Section 4. Application for Membership. Applications for membership shall be subscribed to by the candidate and state his/her name, occupation and address. An agreement to comply with all Standing Rules, **Code of Conduct**, **Volunteer Agreement**, and By-Laws together with a check for the applicant's membership fees due to the Club shall be submitted with the application. All applications shall be sent to the Membership chair and all dues sent to the Treasurer, and all applications, both for renewal and new membership will be submitted to the Board of Directors for approval.

**E-mail address is the club's primary source of communication for invoicing and keeping members up to date with meetings, events, and notices. A valid e-mail address must be supplied on all forms.**

Section 5. Prospective Members. A prospective member may be admitted to two (2) Club night sessions, free of charge, per fiscal year, when accompanied by a Club member or introduced by an active Professional, who in turn introduces him/her to the Membership Chair, or in the absence of the Chairman to one of the Committee members, or a member of the Board of Directors.

Section 6. Membership Fees. All membership fees shall be set by the Board of Directors and announced no later than the Spring General Membership Meeting. These fees must be paid in full no later than July 1st of each year, unless other arrangements are made with the Board of Directors. In addition, competition fees, test fees, ice fees and any other fees paid for skating to the Club or any other US Figure Skating member club must be current. If not, the skater is not in good standing and will not be allowed to test, compete or exhibit.

Section 7. Privileges. Only those who have been admitted as members in the Club, remain in good standing with the Club and the US Figure Skating, and conduct themselves according to the purposes for which this Club was organized, shall be entitled to the privileges of the Club. The rights and interest of a member in the privileges of the Club shall terminate with the period of his/her membership. All those who have been admitted as members of the Club shall be deemed to have assented to be bound by the Standing Rules and By-Laws of the Club, all restrictions validly made, penalties imposed, any rulings or decisions properly made, and the exercise of authority vested in the President, the Board of Directors, or in any committee.

Section 8. Resignation. Any member not in arrears for fees or other indebtedness, may tender a written resignation for his/her membership to the Secretary, who shall report it at the next scheduled meeting of the Board of Directors for their action.

Section 9. Lifetime Members. Lifetime members may be elected by a majority vote at any General Membership meeting of the Club after recommendation by the Board of Directors. A Lifetime member shall be free from dues, initiation fees, and/or assessments. He/she may represent the Club in exhibitions and attend Club night under the same rules governing active members. A Lifetime member shall, in addition, have all the rights of Full club membership.

Section 10. Board Approval for Competition or Exhibition. No member or members of the Club shall make entry in the name of the Club in any competition or exhibition without the approval of the Board of Directors

## **ARTICLE IX Club Meetings**

Section 1. Time. There shall be at least two annual stated General Membership meetings each year. The Spring General Membership meeting shall be held in May or June and the Fall General Membership meeting in September or October of each year.

Section 2. Special Meetings. The Secretary shall call special meetings of the General Membership at the direction of the President or upon the written request of five (5) Club members in good standing.

Section 3. Quorum. The presence of twenty (20) percent of the eligible, voting membership shall constitute a quorum for the transaction of business.

Section 4. Notices. The Secretary shall post notices of stated and special General Membership meetings at least ten (10) days before the meeting. The notice shall be posted on the club's bulletin board located at the Salt Lake City Sports Complex, and also on the Club's website. Efforts will also be made to post at the Olympic Oval.

Section 5. Special Meeting Limitation. No business shall be transacted at a special meeting except that of which notice was given.

Section 6. Order of Business. At annual, special and Board of Directors and all other Club meetings, the order of business shall be observed in accordance with Robert's Rules of Order, as most recently revised.

Section 7. Majority Vote. Except as otherwise provided, all questions shall be determined by a majority vote.

## **ARTICLE X Parliamentary Order**

Section 1. Robert's Rules of Order, as most recently revised, is designated as the parliamentary authority to be deferred to in all questions of procedure not defined by these bylaws.

## **ARTICLE XI**

### **Amendments to the Bylaw**

Section 1. Procedure for Amendments. Amendments proposed to these bylaws may be acted upon at an annual or special General Membership meeting, provided that the notice of the meeting specifically states the proposed amendments, and is posted for at least ten (10) days before the meeting. The notice shall be posted on the club's bulletin board located at the Salt Lake City Sports Complex, as well as on the club's website. In certain instances, an eligible member may propose amendments to the bylaws from the floor of the meeting to be voted on by those members present. Amendments to these bylaws shall be made by a two-thirds (2/3rds) vote of the eligible members present at the meeting and shall not be made in conflict with the Articles of Incorporation of the Club.

## **ARTICLE XII**

### **Indemnification**

The Club hereby declares that any person who serves at its request as an officer, employee, member or agent of the Board of Directors or chairperson or member of any committee of the Club in any capacity shall be deemed its agent for the purposes of the Article and shall be indemnified by or on the behalf of the Club against expenses (including attorney's fees), judgments, fines and amounts paid in settlement actually and reasonably incurred by such person who was or is a party or threatened to be made a party to any threatened, pending or complete action, suit or proceeding, whether civil, criminal, administrative or investigative (other than an action by right of the Club) by reason of such service, provided such person acted in good

faith and in a manner he/she reasonably believed to be in, and not opposed to, the best interests of the Club and with respect to any criminal action or proceeding and had no reasonable cause to believe his/her conduct was unlawful.

## **ARTICLE XIII**

### **Discipline, Suspension and Expulsion**

Section 1. Complaints. Any member or members having a complaint against another member for the infraction of any law or rule, other than skating rules, such as conduct injurious to the welfare of the Club, may report the same in writing to the Board of Directors. Such complaints shall set forth the facts of the case, together with the names of witnesses, if any. After the receipt of such a complaint, a meeting of the Board of Directors shall be held as soon as practical to investigate it. The complainant and the member complained of shall receive at least seven (7) days notice of such meeting from the Secretary. The Secretary shall mail copies thereof to the complainant or complainants, and to the member complained of. An appeal from the decision of the Board of Directors may be taken to the Club within seven (7) days thereafter by serving upon the Secretary written notice of such appeal. A special Membership Meeting shall thereupon be called for the consideration of the case, and a two-thirds (2/3rds) vote of the voting members present shall be necessary to reverse the decision of the Board of Directors.

Section 2. Suspension/Expulsion. The grounds for suspension and expulsion shall be as follows:

- 1) Failure and/or refusal to obey the rules and regulations of the Club **Code of Conduct** or U.S. Figure Skating.

- 2) Conduct such as would tend to bring the Club and/or its members into dispute.
- 3) Conduct inconsistent with the best interests of the Club and/or its members.
- 4) Failure or refusal to pay dues in arrears or other indebtedness after the member has been removed from good standing by the Board of Directors and notified of such indebtedness.

A member may be suspended by a resolution of the Board of Directors. No member may be expelled or suspended from the Club, and no membership may be terminated or suspended, except as follows. The member shall be given not less than fourteen (14) days prior written notice of the expulsion, suspension, or termination and the reasons thereof. The member shall have an opportunity to be heard, orally or in writing, by the Board of Directors, not less than seven (7) days before the effective date of the expulsion, suspension, or termination by the Board of Directors. Written notice must be given by first-class or certified mail sent to the last address of the member shown on the Club's records. Any member expelled or suspended shall be liable to the Club for dues, assessments, or fees incurred or commitments made prior to expulsion. The provisions of this Section 2 apply to a member's membership in the Club and not to membership in U.S. Figure Skating, the latter of which is subject to applicable provisions of the Bylaws and Official Rules of U.S. Figure Skating pertaining to expulsion or suspension of membership privileges of U.S. Figure Skating.

No dues or fees or parts thereof shall be refunded to a member suspended or expelled by the Board of Directors.

## **ARTICLE XIV Dissolution**

Section 1. The affairs and activities of the Club shall always be conducted in such a manner that no part of its earnings shall accrue to the benefit of any one member, officer or other individual; that no substantial part of its activities shall be the carrying on of propaganda, or otherwise attempting to influence legislation; and that it shall not participate in, or intervene in (including the publishing or distributing of statements) of any political campaign on behalf of any candidate for public office.

Section 2. In the event of the dissolution of the Club, any and all funds and other property then owned by it shall be distributed to or for the use of such charitable or educational organizations meeting the requirements of Section 501(C)(3) of the Internal Revenue Code or any amendment thereof or successors thereto then in force, as the officers shall then select and determine.

## **ARTICLE XV Code of Ethics**

Section 1. Members are to be thoroughly familiar with the rules of the Club, to comply with those rules in full, and to exemplify the highest standards of fairness, ethical behavior and genuine good sportsmanship in any of their relations with others. Any person whose acts, statements or conduct is considered detrimental to the welfare of amateur figure skating is subject to the loss of the privilege of registration by the Club.

Section 2. Members are to be thoroughly familiar with the latest US Figure Skating Rule Book and its published Skater's Code of Ethics, and Athlete's Code of Conduct.

## **ARTICLE XVI**

### **Standing Rules**

Section 1. Medals for Tests passed. The Club shall purchase for all **Full Members** in good standing for **(2) years** the following medals for tests passed.

- 1) Gold medal for passing any of the following tests: Eighth Figure, Adult Gold Figure, Senior Free Skate, **Senior MITF**, Adult Gold Free Skate, Senior Pairs, Adult Gold Pairs and Gold Dance.

All patches for every test are purchased by the club hosting the test and presented to the skater at the test, if the test is passing. Other pins, emblems and ribbons can be purchased by the member from U.S. Figure Skating through the Test and Competitions Chair. All medals will be awarded to the member earning them at the annual awards banquet.

Section 2. **Grant** for Sectional/National Competitors. Those skaters competing at the Regional Championships and placing high enough to compete at the Sectional Championships or the United States Junior National Championships; those competing at the Sectional Championships and placing high enough to compete at the United States National Championships shall receive a **grant** from the Club to help offset the costs of training and/or travel. In order to receive **a grant**, qualified skaters and their family must meet the current volunteer and club participation requirements **as described in the current grant**.

Amount to be determined by the Board of Directors at or before each Fall General Membership Meeting based on numbers of those qualifying and current funds in the Club's bank account.

Section 3. US Figure Skating Association Rules. Any U.S. Figure Skating Association Rule which is **MORE RESTRICTIVE** than those set forth in these bylaws shall supersede said bylaws. Any U.S. Figure Skating Association Rule which is **LESS RESTRICTIVE** than those set forth in these bylaws may be superseded by said bylaws.

5-2008 C:Salt Lake FS/Proposed Bylaws - BB