

CONSTITUTION

DANCE MASTERS OF OHIO, INC.

ARTICLE I: NAME

This organization shall be known as Dance Masters of Ohio (here referred to DMO), and is affiliated as Chapter #16 with Dance Masters of America, Inc., a non-profit educational organization incorporated in the in the state of New York.

ARTICLE II: OBJECT

The object of this organization shall be to:

1. Enable dance teachers and their students to meet for cooperative-operative and collective studies of their profession.
2. Advance the art of dance and elevate its teachings.
3. Strive for fraternal cooperative-operation and mutual interests of its members.
4. Aid young dancers and dance teachers by awarding them educational dance scholarships to accredited colleges, private dance schools, and/or DMA educational workshops and conventions.

ARTICLE III: CODE OF ETHICS

This Code of Ethics shall apply to all members and the term “teacher” and or “educator” as used in this code includes all members of DMO. This code seeks to set standards for members and to provide guidelines for the development of desirable conduct which will promote the dignity, integrity and public image of the dance profession, DMO and its members.

Section I – The Code of Ethics

- A. The teacher shall create and maintain a professional image. The creation and maintenance of a professional image imposes on the teacher a number of professional and ethical responsibilities, some of which are embodied within this Code of Ethics.
- B. An educator’s first professional responsibility is to the enhancement of the quality of dance education provided to the students in his/her charge. In furtherance thereof, the educator shall strive to improve his/her techniques for teaching all types of dance, especially as modified or revised in accordance with the progress of dance education by the DMO. Teachers shall make a constant and consistent effort to improve professionally through continual study, knowing that “Dance is a Living Art”.
- C. The teacher shares a collective responsibility to work for the good of DMO, to uphold its educational goals and standards, and to abide by and uphold it’s Charter, Bylaws, Code of Ethics, Standing Rules and other policies. A teacher or group of teachers shall not make unauthorized representations to outside people or other organizations on behalf of DMO or its Affiliated Chapter.
- D. It is the educator’s responsibility to maintain relationships with students, assistants and employees on a professional basis. DMO recognizes the trust placed in as well as the unique power of the student-teacher relationship. The teacher-student relationship also shall include the teacher’s assistants and employees. The teacher-student relationship involves a power of imbalance. Therefore, the teacher shall not engage in harassment, abusive words or actions.
- E. E. All forms of sexual behavior or harassment with students are unethical, even when students invite or consent to such behavior involvement. Sexual behavior is defined as, but not limited to, all forms of overt and covert seduction speech, gestures, and behavior, such as

physical contact of a sexual nature. Harassment is defined, but not limited to comments, gestures or physical contacts of a sexual nature.

- F. DMO recognizes that a higher standard of personal behavior expected of an educator because students, assistants and employees perceive the teacher as an example of integrity. The personal behavior of a teacher shall be legal, ethical and moral; and appropriate assistance shall be sought by the teacher for personal problems and conflicts, which may affect the teacher's public image. The teacher's behavior shall always reflect that the teacher is aware that he/she is considered an example to student, assistants and employees.
- G. The educator and his or her agents shall extend due respect to his or her colleagues, and be willing to work with them professionally, regardless of age, sex, nationality, ethnic origin, status, religion or political affiliation, qualification or personal differences. The teacher nor knowingly solicit another teacher's students.
- H. Any advertising, including but not limited to announcements, public statements and promotional activities, shall not misrepresent professional qualifications, or contain any false, fraudulent, misleading, deceptive or unfair statements.
- I. Fees and financial arrangements should always be disclosed in writing without hesitation or equivocation before the commencement of dance instruction. All fees charged shall be of a standard, which upholds the dignity of the dance profession. All fiscal affairs shall be conducted with due regards to recognized business and accounting procedures.

Section 2 – Ethics Committee, Charges to Be Preferred and Disposition Thereof:

- A. Each Affiliated Chapter must have an Ethics Committee. This Ethics Committee shall consist of at least three past chapter presidents. If there are not enough past presidents to serve, then the current President of the Affiliated Chapter shall appoint members of the chapter to serve, provided those members appointed are not currently serving on the Board of Directors.
- B. Violations of the Bylaws and/or Competition Rules and Regulations shall be reported in writing to the Board of Directors of the appropriate Affiliated Chapter. If any member is reported to have violated any of the Bylaws and/or Competition Rules and Regulations, the Affiliated Chapter's Board of Directors promptly shall send a written report of the alleged violation to its Ethics Committee for investigation and a determination of the charges. Also, all reports of alleged violations involving sexual behavior or harassment, by a member, of a minor child (as defined by applicable laws) shall be immediately reported to appropriate law enforcement agencies. In addition the member involved shall be immediately suspended until the alleged violations are fully resolved and the appropriate Affiliated Chapter, Dance Masters of America, Inc. if applicable and a Court of Law, if applicable render a final decision, not subject to appeal. The aforesaid suspended member may not be present and/or participate in any meeting, convention, competition, program, or any activities where minor children are present.
 - a. After an investigation, if the Affiliated Chapter's Ethics Committee determines the alleged violation does not constitute a violation of the Bylaws and/or Competition Rules and Regulations, then the Ethics Committee shall promptly notify, in writing, the Affiliated Chapter's Board of Directors and the member involved of the dismissal of the alleged violation.
 - b. After an investigation, if the Affiliated Chapter's Ethics Committee determines the alleged violation does constitute a violation of the Bylaws and/or Competition Rules and Regulations, then the Ethics Committee shall promptly notify, in writing, the Affiliated Chapter's Board of Directors and the member involved of the charges preferred against the member. The charges preferred shall set forth the Bylaws and/or Competition Rules and Regulations violated by the member.
 - c. Notification of the charges shall be presumed to have been received by the member charged three days after being mailed by both U.S. Postal Service certified mail, return receipt requested and by regular mail with proof of service ("presumed member receipt date"). This notification shall include a time and date on which the Affiliated Chapter's Ethics Committee shall hear the defense of the charges by the member. The date to hear such charges shall not be less than two (2) weeks from the presumed member receipt date. However, an extension of the date to hear such

charges shall be within the sole discretion of the Affiliated Chapter's Ethics Committee and not to exceed an additional two (2) weeks.

- d. The Affiliated Chapter's Ethics Committee shall send a written decision to the Affiliated Chapter's Board of Directors and the member within two weeks after the conclusion of the member's defense. The written decision shall set forth all the evidence the Affiliated Chapter's Ethics Committee relies upon to render its decision. The written decision of the Affiliated Chapter's Ethics Committee shall be presumed to have been received by the member on the presumed member receipt date, if the decision was mailed in accordance with the requirements set forth in Article III, Section 2, B, 3.

Section 3 – Appeals from Decisions of the Affiliated Chapter's Ethics Committee

- A. Within two weeks from the presumed member receipt date, the member may appeal the decision of the Affiliated Chapter's Ethics Committee to the Affiliated Chapter's Board of Directors with a copy to the Affiliated Chapter's Ethics Committee. The appeal shall be in writing and set forth any evidence presented by the member during his/her defense, which refutes the decision of the Affiliated Chapter's Ethics Committee. The appeal and copy thereof must be mailed in accordance with the mailing requirements set forth in Article III, Section 2, B, 3.
- B. Within three weeks after the Affiliated Chapter's Board of Directors receives the member's written appeal, it shall either uphold or reverse the decision of the Affiliated Chapter's Ethics Committee. The decision of the Affiliated Chapter's Board of Directors shall be final with no further right of appeal. The Affiliated Chapter's Board of Directors' final decision shall be in writing and set forth the reasons why the decision was upheld or reversed. The final decision shall be mailed in accordance with the requirements set for the in Section 2, B, 3 above.

Section 4 – Alleged Violations by Members of the Affiliated Chapter's Board of Director or Ethics Committee

- A. If any member of the Board of Directors or the Ethics Committee of an Affiliated Chapter is alleged to have violated any Bylaws and/or Competition Rules and Regulations, then the remaining members of either the Board of Directors or the Ethics Committee shall proceed to resolve the alleged violation in the same manner as it is required to proceed against other members. Except for the presentation of a defense, the member of the Board of Directors or Ethics Committee who is alleged to have violated the Bylaws and/or Competition Rules and Regulations shall not be present at any meeting wherein the Board or Committee is carrying for the its obligation to resolve the violations.
- B. If the alleged violation is dismissed, or after a final decision is rendered, including any applicable appeal decisions of the Affiliate Chapter's Board of Directors, the initial report of the Board of Directors, and the decision of the Ethics Commit and if applicable, the appeal decision of the Board of Directors shall be forwarded to the National Ethics Committee Chairman for review. The purpose of the final review by the National Ethics Committee Chairman is to prevent an inference of any undo influence on the final decision on the part of the Affiliated Chapter's remaining members of the Board of Directors and the Ethics Committee.
 - a. The report and decision must be sent to the National Executive Secretary by the Affiliated Chapter's Board of Directors within one (1) week of the final decision or a dismissal of the violation.
 - b. The National Ethics Committee may uphold or reverse the final decision of the Affiliated Chapter. The National Ethics Committee's decision shall be in writing and sent to all parties in accordance with the mailing procedures set forth in Article III, Section 2, B, 3 of the Bylaws.
 - c. The final decision of the national Ethics Committee shall set forth the evidence relied upon to render its decision. The National Ethics Committee's decision shall be final.

Section 5 – Ethics Committee Conduct of Business

- A. The Ethics Committee may conduct its business, whenever possible, by telephone, tele-conference, mail, Fax and E-mail.

- B. All documents relative to ethics complaints shall be sealed and held at the National Headquarters in strict confidence. All documents shall be retained in the office indefinitely so as to retain a constant record of all proceedings.
 - a. 1. Appropriate officers may be given such information regarding a disciplinary proceeding as is necessary and proper for the effective execution of any penalty imposed, and
 - b. The Executive Committee may be given such information as is required for a hearing or and appeal.

ARTICLE IV: MEMBERSHIP

Section 1 Application for membership in this organization shall be made through the DMO Chapter Secretary, National DMA Office, DMA National Convention, Teacher Training School, or a special course sponsored by DMA.

Section 2 PROCESSING

- A. All inquires for information and/or membership shall be handled within fifteen (15) days by the DMO Secretary.
- B. Names of all eligible applicants shall be presented to the Executive Board and Grand Body for their approval.
 - 1. Two thirds (2/3) majority of negative votes will reject.
 - 2. Any grievance will be handled by the Ethics Committee of DMO.
- C. Upon approval, by the grand body, the applicant shall complete all DMO and DMA requirements.
- D. the DMO Secretary shall furnish the DMA National Secretary the finished application, annual dues, examination grades and exams.
- E. DMO and DMA membership cards and a DMA certificate of membership will be issued to each new member upon completion of all requirements.

Section 3 EXAMINATIONS

All examinations of the applicants for membership shall adhere to the following guidelines prescribed below:

- A. Pass an examination of dance with a grade of at least 75% in:
 - 1. one (1) subject of dance the applicant teaches if applicant teaches only one subject.
 - a. at some future date, should the applicant teach more than one (1) subject, an examination in an additional subject shall be required, if there was only one original exam subject.
 - 2. two (2) subjects of dance the applicant teaches if the applicant teaches more than one subject.
- B. A minimum of two (2) certified examiners shall administer a membership examination. An examiner shall not test an applicant who is considered to be a present or former student of the examiner.
- C. Applicants who have passed the Cecchetti Teachers Elementary Examination (formerly known as Grade V) or the Elementary Level of the Royal Academy of Dance shall not be required to take the DMA ballet examination for membership.
- D. Applicants who have passed the Teachers Training School examinations may become members without further examinations in the same subjects of dance.
- E. At any DMA sponsored function, DMO examinations shall only be given according to the requirement and procedures of the chapter.

Section 4 CLASSIFICATION OF MEMBERSHIP

All classification of membership shall be maintained through membership in an affiliated chapter.

A. Active

1. To be eligible for active membership, the applicant shall:
 - a. be at least eighteen (18) years of age.
 - b. have taught dance a minimum of three (3) years.
 - c. be actively engaged in the dance education.
 - d. be reviewed by the DMO Ethics Committee to determine membership eligibility or continued eligibility of membership if the applicant has been found guilty of a felony.
2. A permanent membership certificate shall be issued to all active members.
 - a. The certificate shall specify the original date the member joined DMO/DMA.
 - b. Dance subjects satisfactorily passed shall be indicated on the membership certificate.
 - c. The membership certificate shall be returned to the DMA National Office or the DMO Secretary if the membership is terminated.
3. Upon payment of dues and oath of obligation, membership identification cards shall be issued.

B. Life

1. Life membership may be conferred on any member who has been an active member for at least twenty-five (25) years and has retired from the dance profession.
2. Request for Life Membership shall be presented in writing to the DMO Secretary for verification and eligibility. If all qualifications are met, Life Membership shall be granted.
3. Life Membership shall automatically cease and active status resumed should Life Member again become active in the dance profession.
4. Life Members shall be exempt from the payment of DMO dues and workshop fees.
5. This privilege shall not include any food functions.

C. Associate

1. A DMA member in good standing of another affiliated chapter may join DMO as an Associate Member.
2. DMO shall reserve the right to set dues and fees.
3. DMO shall also have the right to determine the chapter's privileges for Associate Members.

D. Honorary Active

1. A member who has served as a National DMA President shall have DMO Honorary Active membership conferred at the expiration of the term of office.
2. Honorary Active Members shall be exempt from the payment of dues and workshop fees.
 - a. This privilege shall not include any food functions.

E. Active CE

1. To be designated as an Active C.E. (with continuing dance education) Membership in Dance Masters of America and Dance Masters of Ohio, a member must participate in ten (10) hours of dance education per year. This may be done through private or class instruction, convention, or workshop attendance.

F. Honorary-Active C.E.

1. To be designated as an Honorary Active C.E. (with continuing dance education) Membership in Dance Masters of America and Dance Masters of Ohio, a National Past President must participate in ten (10) hours of dance education per year. This may be done through private or class instruction, convention, or workshop attendance.

ARTICLE V: DUES AND ASSESSMENTS

Section 1 DUES

- A. Annual dues for Active Members and Active C.E. members shall be provided in the standing rules.
- B. Annual dues for Active Members shall be made payable upon application for membership on September 1st of each year thereafter.
- C. Life, Honorary Active, and Honorary Active C.E. Members shall be exempt from the payment of dues and workshop fees.
 1. This privilege does not include any food functions.
- D. DMA Members in good standing, who are in the Armed Services, upon written request to the National Executive Secretary, shall be exempt from the payment of dues and shall be extended all privileges.

Section 2 COLLECTION

- A. All dues shall be collected by the DMO Secretary and forwarded within thirty (30) days to the DMO Treasurer's Office.

Section 3 FIFTY YEAR MEMBERS

- A. An Active Member, who has been in good standing for at least fifty (50) years, shall be exempt from the payment of dues and workshop fees.
 1. This privilege shall not include any food functions.
- B. On the fiftieth (50th) year of membership, the member will be the luncheon and banquet guest of DMO.

Section 4 ASSESSMENT

The following shall be levied:

- A. An equal assessment not to exceed the amount of yearly dues, may be levied on all Active Members upon recommendation of the Board of Directors and upon approval of two thirds (2/3) of the members present and voting at a special meeting called for this purpose, or at Grand Body Meeting.

ARTICLE VI: TERMINATION, SUSPENSION, RESIGNATION, REINSTATEMENT

Section 1 TERMINATION

- A. Any member who has been suspended by the DMO Ethics Committee, two times shall be dropped from membership.
- B. Any member whose dues remain unpaid for one (1) year shall be dropped from membership.
- C. Any member who issues a bad check, that is not honored with full payment, including all fees, within thirty (30) days from date of notice by the DMO Treasurer, shall be dropped from membership.

Section 2 SUSPENSION

- A. Any member who has been found guilty, by the DMO Ethics Committee, of any violation of the By-Laws, Code of Ethics, or Competition Rules and Regulations shall be suspended. The length of the suspension shall be determined by the Ethics Committee. All disciplinary actions taken by the Ethics Committee shall be approved by the DMO Board Members.
- B. Any member whose dues are unpaid by December 1st shall be considered suspended and shall be denied all privileges of the organization.
- C. Suspension is automatically retracted upon payment of dues before the end of the current fiscal year.
- D. Delinquent notices shall be sent by the DMO Secretary ninety (90) days after September 1st of each fiscal year to each member whose dues are not current.
- E. Any member whose dues remain unpaid for one (1) year shall be dropped from membership.

Section 3 RESIGNATION

- A. Letters of resignation shall be directed to the DMO Secretary and shall be accompanied by payment of all unpaid dues and assessments.
- B. After a statement from the DMO Treasurer and DMO Secretary that all records are clear, the resignation shall become effective.
- C. The National Executive Secretary shall be notified within thirty (30) days by the DMO Secretary.

Section 4 REINSTATEMENT

- A. A member who has resigned in good standing or has been terminated for non-payment of dues may rejoin DMO only one (1) time without re-examination with a payment of the current year's dues in addition to a payment for the period of time in which the dues were delinquent..
- B. Applications for reinstatement shall be directed to the DMO Secretary. Upon approval and payment of dues, reinstatement shall be granted.
- C. The National Executive Secretary shall be notified within thirty (30) days by the DMO Secretary.

ARTICLE VII: HONORARY STATUS

A person who made a significant contribution to this organization or the dance profession may be granted Honorary Status in DMO.

- A. Request for Honorary Status shall be presented in writing to the DMO Secretary.
- B. The name of the nominee shall be presented to the Executive Board and Grand Body for approval.
- C. Honorary Status shall be exempt from the payment of all dues and workshop fees.
 - 1. This privilege shall not include any food functions.

ARTICLE VIII: AFFILIATION

Section 1 REQUIREMENTS

- A. The By-Laws and Standing Rules of DMO shall be patterned after the DMA By-Laws and Standing Rules.
- B. All members of DMO shall become affiliated members of DMA, Inc.
- C. The DMO chapter shall select one (1) Active, Active CE, Life, Honorary-Active or Honorary-Active CE member from the current DMO Board to serve as delegate to the National Board of Directors.

1. The DMO delegate shall submit an annual report of chapter activities to the Board of Directors at their first DMA session.
 - a. Report shall be type written on a form supplied by the National Office.
 - b. Sufficient copies shall be submitted for each board member.
 - c. If not sending a delegate to the National Convention, the Secretary shall submit the required reports at least two (2) weeks prior to the National Convention.
 - d. If th report is not received as stated in Article VIII, Section 2 E 4, the Chapter will not be eligible to receive any national Scholarships for the following year’s convention.

Section 2 RIGHTS

- A. DMA shall have no rights to, or interest in, any assets of DMO nor shall DMO have any rights to, or any interest in, any assets of DMA.

ARTICLE IX: OFFICERS AND DUTIES

Section 1 OFFICERS

- A. The officers of this organization shall consist of: President; First and Second Vice President; Secretary; Treasurer; Principal; Five (5) Directors; Rules Committee Chairperson (appointed by the President). These officers have a voice and a vote, except for the President who votes only in the case of a tie.

1. These elected and appointed officers shall together, with the immediate Past President, President Emeritus and appointed Parliamentarian, shall constitute the Executive Board of Directors and must **be registered for all DMO workshops and** attend all Board and Grand Body Meetings.
 - a. The title of President Emeritus, with full privileges of membership shall be conferred on any National past President. They have a voice and a vote on the board of Directors.
2. Any Past DMO President may attend any Board Meeting with voice but no vote.

Section 2 DUTIES

- A. **The President Shall:**
 1. preside over all meetings of the Board of Directors and Grand Body.
 2. sign all membership cards.
 3. appoint all committees within thirty (30) days of election.
 4. act as an **exofficio** member of all committees
 5. appoint a qualified member to fill any vacancy in the event of a death, resignation, or suspension of any officer for the **unexpired** term of office.
 6. keep copies of all contracts and agreements.
 7. be registered for all DMO workshops and attend all Board and Grand Body meetings.
 8. receive hotel accommodations for all workshops.
 9. be exempt from all DMO dues and workshop fees.
 - a. This privilege shall not include any food functions.
- B. **First and Second Vice President shall:**
 1. preside at all meetings in the absence of the President.
 2. perform such other duties as may be assigned by the President or the Board of Directors.

3. be registered for all DMO workshops and attend all Board and Grand Body meetings.

C. The Secretary shall:

1. keep records of all meetings of the Board of Directors and Grand Body.
2. receive and answer all correspondence.
3. give notice of all meetings.
4. notify all candidates for membership of their acceptance or rejection.
5. sign all membership cards.
6. keep a current list of all members of DMO with their residence, phone numbers, and place of business.
7. keep the account and collect fees, dues, and assessments of DMO and transmit the monies to the Treasurer, who shall give receipt to the DMO Secretary.
8. have all records and accounts ready for examination and audit before the end of the fiscal year namely; September to September.
9. sign all checks with the Treasurer.
10. prepare and mail all workshop brochures.
11. prepare the book of dance notes for all workshops.
12. keep copies of all contracts and agreements.
13. be registered for all DMO workshops and attend all Board and Grand Body meetings.
14. receive an annual stipend for office rent \$1500.00 a year.
15. receive hotel accommodations for all workshops.
16. be exempt from all DMO dues and workshop fees.
 - a. This privilege shall not include any food functions.

D. The Treasurer shall:

1. be the custodian of the funds and deposit them as directed by the organization.
 - a. General Account
 - b. Saving Accounts
 - c. Scholarship Funds
2. give receipt for all monies received from the Secretary.
3. pay all bills which have been authorized by DMO Executive Board and Grand Body.
4. keep an accurate itemized account of all receipts and disbursements for audit.
5. each year, and when audited, make a full report to all members present at the next meeting of the DMO Executive Board and Grand Body.
6. make a Treasurer's report at every meeting.
 - a. In the absence of the Treasurer, the report shall be sent to the Secretary.
7. keep copies of all contracts and agreements.
8. be registered for all DMO workshops and attend all Board and Grand Body meetings.
9. receive hotel accommodations for all workshops.
10. receive an annual stipend for office rent of \$900.00 a year.
11. be exempt from all DMO dues and workshop fees.
 - a. This privilege does not include any food functions.

E. The Principal shall:

1. secure initial contract with hotels.
2. secure contracts for all DMO faculty and judges.
3. arrange flights and transportation to and from the hotel for all DMO

- 4. be registered for all DMO workshops and attend all Board and Grand Body meetings.
- 5. be exempt from all DMO dues and workshops.
 - a. This privilege does not include any food functions.

F. **The Directors shall:**

- 1. perform the duties requested by the President and/or Board of Directors.
- 2. be registered for all DMO workshops and attend all Board and Grand Body meetings.

G. **The Rules Committee Chairman shall:**

- 1. appoint four (4) members to serve on the Rules Committee.
- 2. have a vote along with the four other members whenever a ruling is necessary on any infractions.
- 3. be responsible to update all rule changes and modifications.
- 4. be responsible to notify all members of all rule changes and modifications.
- 5. be the contact person for all members concerning all rules and their interpretations.
- 6. be responsible to inform members of any rule infractions and oversee that the correct procedures are followed.
- 7. be registered for all DMO workshops and attend all Board and Grand Body meetings.

H. **The Parliamentarian** who is appointed by the President shall:

- 1. preside at meetings at all DMO workshops or conventions and/or at such time and place as the President may determine.
- 2. be registered for all DMO workshops and attend all Board and Grand Body meetings. in an advisory capacity with voice but no vote, with the exception of election of officers.

I. **The Board of Directors shall:**

- 1. hold meetings at all DMO workshops or conventions and/or at such time and place as the President may determine.
- 2. have full power in an emergency to do any and all business of DMO.
 - a. a quorum must be present.
 - b. a quorum shall consist of ten (10) members.
- 3. be the governing body of DMO.
 - a. all decisions shall be final if approved by Grand Body.

ARTICLE X: NOMINATIONS AND ELECTIONS

Section 1 NOMINATIONS AND ELECTIONS

- A. Nomination, election and installation of officers shall take place the **second** DMO meeting of the fiscal year.
- B. Nominations shall open and close for President, First Vice President, Second Vice President, Secretary, Treasurer, and Five (5) Trustees.
- C. Any member of the association in good standing, who has been a member for two (2) years, and has **registered and** attended three of the last four consecutive Grand Body meetings may be nominated and elected to office.
- D. The officer shall be nominated (**Viva Voca**) from the floor and elected by ballot.

1. The President shall appoint a judge and two (2) tellers to tally the votes and present results.
 2. A plurality of all votes cast shall be required to elect candidate to any office.
 3. The ballots shall be destroyed.
 4. In case there is only one candidate nominated, the President shall ask three (3) times, "Are there any further nominations?"
 5. If none, a motion from the floor is made and seconded for the President to instruct the Secretary to cast a unanimous ballot for the said candidate.
- E. Officers shall be installed as soon as elected.
1. All officers must run for election each year.
 2. The President is to hold office no longer than three (3) years.

ARTICLE XI: DISCIPLINE

- Section 1** The Board of Directors shall have the power to request the resignation of any officer (elected or appointed) if, in the opinion of the Board, said officer has been negligent in fulfilling the responsibilities of his/her office.
- Section 2** The Board of Directors shall have the power to discipline any member of the organization who fails to abide by the Code of Ethics of these rules.

ARTICLE XII: MEETING, QUORUM, FISCAL YEAR

- Section 1** **MEETINGS**
- A. There shall be three (3) two day workshops scheduled during the fiscal year.
 - B. There shall be a Board of Directors Meeting and a Grand Body Meeting at each scheduled workshop.
 - C. Emergency meetings and/or special meetings may be called by the President.
 1. Members must be advised of the purpose of meeting.
 2. No business other than that specified shall be considered.
- Section 2** **QUORUM**
- A. A quorum of the DMO Board of Directors, for the purpose of transacting all business, shall be ten (10) elected or appointed members.
 - B. A quorum of the DMO Grand Body, for the purpose of approving or disapproving all business for the good of DMO, shall be two-thirds (2/3) of the members present at the workshop.
 1. If a quorum is not present, the Board of Directors is authorized to dispose of business presented, except nomination of officers and amendments to the By-Laws.
- Section 3** **FISCAL YEAR**
- A. The fiscal year of this organization shall date from September 1st through August 31st.

ARTICLE XIII: AMENDMENTS

Section 1 BY-LAWS

- A. These By-Laws may be amended at a scheduled Grand Body meeting by a quorum vote of the members present and voting, provided the proposed amendment has been:
 1. signed by not less than five (5) members in good standing.
 2. submitted in writing to the Board of Directors for consideration.
 3. mailed to all members at least one (1) month prior to the scheduled meeting in which the Grand Body is to vote.

Section 2 STANDING RULES

- A. Standing Rules may be amended at any scheduled meeting of the DMO provided the rules have been:
 1. approved by the Board of Directors.
 2. approved by two-thirds (2/3) vote of the Grand Body members present.

ARTICLE XIV: PARLIAMENTARY AUTHORITY

Robert’s Rules of Order, revised 1981, where they are not in conflict with the By-Laws, shall be the parliamentary authority for DMO.

ARTICLE XV: DISSOLUTION

The DMO shall use its funds only to accomplish the objectives and purpose specified in these By-Laws, and no part of said funds shall inure, or be distributed, to the members of the association. On dissolution of DMO, any funds remaining shall be distributed to one or more non-profit organization(s) to be selected by the Board of Directors.

OBLIGATION OF DMO OFFICER

(INSTALLATION CEREMONY)

I (NAME) IN ACCEPTING THE OFFICE OF (TITLE) IN DANCE MASTERS OF OHIO, DO SOLEMNLY PLEDGE MYSELF IN THE PRESENCE OF ALMIGHTY GOD AND THE OFFICERS AND MEMBERS OF THIS ORGANIZATION, TO ACCEPT THE OBLIGATIONS INCUMBANT UPON ME BY VIRTUE OF SUCH OFFICE.

I FURTHER PLEDGE MYSELF TO DO MY UTMOST TO ADVANCE THE ART OF DANCE AND TO WORK FOR THE MUTUAL INTEREST AND FRATERNAL COOPERATION OF THE MEMBERS OF THIS ORGANIZATION.

The Presiding Officer shall then read the officers this preamble together with any further remarks he/she may wish to make:

In becoming an officer of the Dance Masters of Ohio, it is imposed upon you an implicit duty to effect and secure by united cooperation and your personal effort, the highest degree of respect for the art of dance, to preserve its prestige, and to work for the best interest of every member of this organization without fear of favor. It is also your duty to always be on the alert for everything that is new which might have some effect on dance in order that you may be able to transmit any new ideas to your colleagues. It is further upon your duty to see that the By-Laws and Standing Rules of this organization are upheld. Your loyalty to the Dance Masters of Ohio is absolutely relied upon for its maintenance and in maintaining the dignity and honor of your profession. We welcome you as officers of this organization and to faithful adherence to duties of such office.

OBLIGATION OF DMO MEMBERS

All candidates for membership in DMO shall be obliged to repeat the following obligation. Candidates must have passed all the requirements to be duly elected to membership. Candidates will be escorted to the President or Obligation Officer of the Affiliated Club and the following ceremony will be performed. The Obligating Officer will read:

It is with pleasure that I inform you that you have been elected to membership in the Dance Masters of Ohio, but, before you can become a bonafide member, it will be necessary for you to repeat the oath of membership and verbal obligation to this organization.

Will you please repeat after me the following:

I, (NAME), PLEDGE MYSELF TO CONFORM TO ALL RULES AND LAWS OF THE DANCE MASTERS OF OHIO. I FURTHER PLEDGE TO COMPETE WITH FAIRNESS, TO SECURE PATRONAGE ON MERIT, WITHOUT DEROGATORY REFERENCE TO COMPETITORS, I WILL ENDEAVOR TO BE TRUTHFUL AT ALL TIMES IN ANY ADVERTISING AND REFRAIN FROM THE USE OF UNQUALIFIED OR MISLEADING STATEMENTS. I PROMISE TO FOSTER AND MAINTAIN A SPIRIT OF GOOD WILL TOWARDS FELLOW MEMBERS. I PROMISE TO CHARGE A FEE FOR DANCE LESSONS THAT IS IN KEEPING WITH THE DIGNITY OF THE DANCE PROFESSION. IF AT ANYTIME I RELINQUISH MY MEMBERSHIP I WILL REFRAIN FROM ALL RIGHTS AND REFERENCE TO DMO IN MY ADVERTISING.

IN PROOF OF WHICH, I DO HEREBY AFFIRM THAT I WILL UPHOLD THE REGULATIONS OF DANCE MASTERS OF OHIO AND WILL DO ALL IN MY POWER TO BE A WORTHY MEMBER OF THE DANCE MASTERS OF OHIO.

*

The Obligating Officer will then read the following preamble together with any other remarks he may wish to make:

It is with pleasure to extend to you the hand of welcome in DMO. As a member of Dance Masters of Ohio, Inc., it is expected that you will take an active part in all the activities of this organization; that you will use the name of the organization in your advertising, that you will, with the highest degree of efficiency, use every effort in member of Dance Masters of Ohio and sincerely hope you will enjoy the many privileges of membership in this organization.

STANDING RULES

1. MEMBERSHIP

- A. All candidates for membership in DMO shall also join DMA.
- B. Applications for membership in DMO shall be signed and presented to the DMO Secretary with payment of one (1) year's dues.
- C. The candidate must pass an examination in accordance with Article IV Section 3 of the DMO By-Laws.
- D. Candidates, upon acceptance in DMO, must take the DMO oath of obligation.
 - 1. A membership card shall be mailed annually upon payment of dues.

2. DUES

- A. Annual DMO dues for Active Members shall be \$20.00 for DMO and \$62.00 for DMA (which includes \$1.00 for the DMA Friendship Trust Fund and \$1.00 for the DMA Scholarship Fund), a total of \$82.00 due each September of the fiscal year.
- B. Annual DMO dues for a family shall be \$20.00 for each member and annual DMA dues shall be the full amount for the first member (\$62.00) and three-fourths (3/4) for each of the other qualified members (\$46.50).
 - 1. A husband, wife, son, daughter, sister, and/or brother shall be considered a Family Unit.
 - 2. There should be one (1) mailing to each Family Unit.
- C. Associated membership dues for DMO are \$20.00.

3. PRIVILEGES

- A. All members shall participate in the meetings and functions of DMO and shall be entitled to the floor for discussion.
- B. Only Active, Active C.E., Life, Honorary Active, and Honorary Active C.E. Members shall participate in the transaction of business and have the privilege of voting and holding office.
- C. Active, Active C.E., Life, Honorary Active and Honorary Active C.E. Members shall have the privilege of presenting their students in all DMO competitions and scholarships.
- D. All competitions and all scholarships are closed to Associate Members.
 - 1. All DMO titled competitions are closed to Associate Members (Miss and Mr. Dance, Teen Miss and Mr. Dance, Junior Miss and Mr., and Petite Miss and Master Dance of Ohio).
 - 2. All scholarships are closed to Associate Members.

4. MEETINGS

- A. There shall be three (3) two day workshops during the fiscal year.
- B. Additional workshops may be scheduled by the DMO President with the approval of the Grand Body.
- C. The workshops are open to members, non-members, their assistants, and students.
 - 1. These workshops shall include dance instruction for teachers, their assistants, and students.
 - 2. The Executive Board, with approval of the Grand Body, shall schedule competitions and scholarship auditions during workshops.

- D. The following officers shall receive compensation of their rooms during the workshops:
1. President.
 2. Secretary.
 3. Treasurer.
 4. Principal.
 5. Facility transporters.

5. COMMITTEES

- A. The President shall appoint a chairman for every committee.
1. Publicity
 2. Friendship
 3. Rules
 4. Hospitality
 5. Examining
 6. Scholarship Auditions
 7. Ethics
 8. Scholarship Drives
 9. Junior Membership
 10. College Scholarship
 11. Competition
 - a. Performing Arts
 - b. Miss Dance
 - c. Mr. Dance
 - d. Teen Miss Dance
 - e. Teen Mr. Dance
 - f. Junior Miss Dance
 - g. Junior Mr. Dance
 - h. Petite