KENTUCKIANA DANCE ALLIANCE

STANDING RULES

These Standing Rules detail specific policies and procedures to be followed in the overall operation of the Kentuckiana Dance Alliance (KDA). Standing Rules may be amended or revised by a majority vote of the Executive Board. See I.1. – Revision or Amendment of Standing Rules below.

A. Kentucky State Convention Dance
   a. The convention will begin on the Thursday following Labor Day in September each year
   b. A Committee Chair will be elected by the BOD
   c. The Committee Chair with the help of the BOD will identify Committee members
   d. The Committee will determine registration fees

B. KDA Membership Tiers and Annual Due
   1. Club Member $ ~~0.00~~
   2. Individual Member $10.00

C. Membership Year
   1. The KDA's membership year is January 1st – December 31st.
      a. Dues are not pro-rated

D. KDA sponsored Dance (not convention) Admission Tiers and Admission Fees
   1. Adult (Dancing) – Aged 18 or over $ ~~7.00~~
   2. Youth (Dancing) – Under the age of 18 $ ~~free~~
   3. Adult, Youth (Non-Dancing) $ ~~free~~
   4. Children under the age of 16 must always be accompanied by a parent, guardian or designated adult.

E. Dances
   1. Frequency
      a. Fund raising events such as KDA sponsored Dances shall require approval by the Executive Board.
      b. Special Events that are not regularly scheduled member club dances must be approved by the Executive Board before they can be advertised and listed on the KDA calendar

F. Committees
   1. Committees shall be designated as either Standing Committees or Special Committees.
   2. The Committee Chair must belong to a KDA Club member, in good standing, and have been an active member of their home club for at least one (1) year. Upon approval of the Executive Board, prior Committee Chair experience may be substituted for the one (1) year of active club membership.
   3. The term of commitment for the Committee Chair and its members is one (1) year, beginning with the first dance in January.
   4. The Committee Chair enlists volunteers from the KDA's club members to serve as Committee Members. It is not required to seek approval of Committee Members from the Executive Board.

Additional Committee Members may be added, throughout the year, as deemed necessary by the Committee Chair.

5. The Executive Board shall review current Committees annually and retire any Committees that are no longer needed.
6. Expenditures by any Committee, on behalf of the KDA, must comply with the guidelines below in order to be reimbursed with KDA funds.
    a. If budgeted funds are available, the Committee may make necessary expenditures, up to a total of the yearly budgeted amount without prior approval by the Executive Board.
    b. All expenditures over the yearly budgeted amount must have prior approval from the Executive Board before the purchase is completed in order to be reimbursed with KDA funds.
7. Each Committee will be provided advisory assistance from an Executive Board Officer as an associated Board of Directors

G. Standing Committees

1. Standing Committees may be created by the Executive Board President.
2. "Communications and Media" whose primary function is the creation and distribution of flyers for the dances, maintaining the related websites and overall publicity for the dances. The Chair of the Communications and Media Committee Reports to the Secretary of the Executive Board. The Secretary specifically functions in an advisory position to this committee. The Secretary must be advised of/consulted with concerning all formal communications for and about the KDA.
3. "Recruitment" whose primary function is the ongoing recruitment of new clubs.
4. "Lessons and Demos" whose primary function is to serve as a resource for member clubs lessons and to provide overall support for the students.
5. "Sunshine" whose primary function is to provide for the personal support of club members in both times of joy and times of need.
6. "Kentucky State Convention" whose primary function is to plan and coordinate The Annual Convention
7. KDA fund Raising Dance. May be coordinated by the Executive Board to assist in raising funds for the Kentucky State Convention.
8. "Historian" whose primary function is to preserve the historical documentation of the KDA

H. Special Committees

1. The Executive Board, by majority vote, may add Special Committees at any time.
2. The President, or their designee, is responsible for appointing a Committee Chair, pending Executive Board approval at the next Board Meeting.
3. Each Committee will be structured with a Chair and specific Committee Members.
4. The Chair, or the Chair designee, will represent the Committee at the Executive Board meetings, updating the Board Members on the Committee's activities.
5. The Committee Chair enlists volunteers from the club's membership to serve as Committee Members. It is not required to seek approval of Committee Members from the Executive Board. Additional Committee Members may be added, throughout the year, as deemed necessary by the Committee Chair.

6. The Executive Board shall review current Special Committees annually and retire any Special Committees that are no longer needed.

I. Revision or Amendments of Standing Rules
    1. These Standing Rules may be revised or amended at any time by majority vote of the Executive Board
    2. Proposed revisions or amendments must be submitted to the Executive Board a minimum of 2 weeks before the vote
J. Revision or Amendment of Bylaw
    1. KDA Bylaws may be revised or amended at any time by majority vote of the BOD
    2. Proposed revisions or amendments must be submitted to the BOD a minimum of 2 weeks before the vote
    3. KDA Bylaws shall be reviewed by the BOD five (5) years after the previous date of revision or amendment.