

 **New Mexico Belly Dance**

Association Bylaws
As Approved by the Board of Directors Feb. 5, 2023

Bylaws

ARTICLE 1 – GENERAL

SECTION 1. NAME

The name of this organization shall be New Mexico Belly Dance Association, hereinafter referred to as NMBD.

SECTION 2. PURPOSE

New Mexico Belly Dance is dedicated to building a community for all New Mexico dancers whose core dance style falls within (but not limited to) the Middle Eastern, North African and Central Asian (MENACA) cultural forms of dance. We do this by:

- Promoting and supporting member dancers through events and activities showcasing the talent and experience of member dancers and instructors;
- Providing business tools and support for member professionals including (but not limited to) contract templates, business guidance, and ethical standards;
- Providing educational opportunities through scholarships, workshops and other learning opportunities and raising awareness to the public regarding MENACA dance.

SECTION 3.

NMBD is organized exclusively for educational purposes, including for such purposes, the making of distributions to organizations under section 501(c)(3) of the Internal Revenue Code (or corresponding section of any future Federal tax code).

SECTION 4.

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, directors, officers or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of Section 501(c)(3) purposes. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

Notwithstanding any other provision of these articles, the organization shall not carry on any other activities not permitted to be carried in (a) by an organization exempt from Federal income tax under Section 501(c)(3) of the Internal Revenue Code (or corresponding section of any future Federal tax code) or by (b) an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code (or corresponding section of any future Federal Tax code).

ARTICLE II – BOARD OF DIRECTORS

SECTION 1. OFFICERS

The Board of Directors shall be composed of at least four members and no more than seven members.

SECTION 2. OFFICER TERMS

Term of office will be for two years.

SECTION 3. ELECTION OF OFFICERS

The officers shall be elected by a simple majority of votes received by members in good standing via secret ballot. Elections will occur in a timely manner at the end of the current officer terms. Members in good standing can nominate members in good standing or self-nominate for vacant officer positions.

SECTION 4. VACANCIES IN OFFICE

A vacancy in the office of president shall be filled by the vice president. If a vacancy occurs in any other position, the president shall appoint, with board approval, a member to fill the office. The interim officer will serve until the next election.

If no nominations are received by the board for an officer position, the current board member can continue to serve in the interim.

SECTION 5. OFFICER POSITIONS

The elected officers of NMBD shall be a president, vice president, secretary, treasurer, and one to three board members-at-large. All elected officers are considered members of the association and membership dues are waived during their term of service.

SECTION 6. DUTIES OF THE OFFICERS

In the event an Officer is unable to fulfill their duties, current Officers can hold dual roles on an interim basis until the next election period.

President: The President shall be the chief executive officer of NMBD and, as such, shall uphold the NMBD bylaws and make decisions that best benefit NMBD and that are necessary for the smooth and effective functioning of NMBD. The President shall preside over all meetings with members of the Board, vote in the event that a tiebreaker is needed, assist in maintaining and fostering strong relationships with partners and active members of the organization, delegate tasks, provide support to other positions as needed, and may authorize financial expenditures (including the signing of contracts) in the absence of the Treasurer.

Vice President: The Vice President shall assume the duties of president in the absence of the President, and shall serve as assistant to the president in their efforts for the good of the organization, assume the office of the President in event of resignation, disability, or death, and serve as custodian for NMBD property not provided for elsewhere and may authorize financial expenditure in the absence of the Treasurer.

Secretary: The Secretary shall determine if a quorum is present before official business is transacted at Board Meetings, notify all Board members of the monthly Board meetings and maintain the minutes of all business meetings, read, handle and file all correspondence and communications, maintain – in cooperation with the Treasurer - the membership listing with an up- to-date address file on all members.

Treasurer: The Treasurer shall manage all funds collected in the NMBD bank account, record all financial transactions, disburse funds upon receipt of bills, maintain financial reports and make them available for audit upon request or at the conclusion of term of office, and insure the bylaws are followed by NMBD officers at NMBD meetings.

Member-at-Large: Board Members-at-Large shall have a formal vote at all board meetings, and shall serve as additional support for NMBD events, maintenance, and outreach.

SECTION 7. ADDITIONAL BOARD DUTIES

Other duties of the Board include:

Marketing and Promotion Assistance: At least two of the elected board members will be designated to maintain a social media presence and produce the NMBD newsletter (via Mailchimp or another platform).

Event Planning: All NMBD officers will share responsibility for developing event ideas, planning for said events, and implementing said events. The Board will act as a team and work together to delegate tasks and roles. At the end of each year, new board members will support the transition by following through with events in progress as much as possible.

SECTION 8. BOARD MEETINGS

The board shall hold regular board meetings that occur at a minimum of bi-monthly at a place and time determined by a majority vote of the officers, either in person or in a virtual format. The board will determine the annual meeting schedule at the January meeting each year. Members may be invited to board meetings, as guests, and may contact the board if they have an interest in attending.

SECTION 9. QUORUM

A majority equaling 51% of the officers shall constitute a quorum at any regular or special meeting in order to act upon all matters of business.

SECTION 10. TERMINATION OF OFFICER

A board member who, without reasonable cause and failure to notify the President of their absence, is absent for three meetings in a 12-month period, shall be considered as having resigned.

Officers must put in writing their resignation if resigning prior to the end of their term. Any officer, as determined and voted on by a majority of the board, who is found to violate the NMBD Statement of Ethics, shall be terminated.

SECTION 11. COMMITTEES

The NMBD Board has the authority to appoint committees. Committees will be temporary and the Board will put a call out to members for staffing the committees and the board will provide direction for the expectations and goal of the committee.

ARTICLE III – MEMBERSHIP

SECTION 1. ELIGIBILITY OF MEMBERSHIP

Members shall be defined as who are active in the programs of NMBD, and who have paid dues according to these bylaws, and who reside in New Mexico. They shall have all the rights of membership, i.e. newsletter, newsletter event submissions, free Instructor/Teacher listings, free event promotion, notice of upcoming events and performances, discounted NMBD event fees, and voting privileges.

Affiliate Members: Individuals who live outside of New Mexico but have an interest in becoming members will be considered affiliate members. NMBD will prioritize the promotion of in-state events and activities over affiliate member activities. Affiliate members in good standing are invited to participate in NMBD activities and events and have voting privileges. Affiliate members cannot serve as officers.

SECTION 2. APPLICATION OF MEMBERSHIP

The application for membership shall be available on the NMBD website, or via paper application by request.

SECTION 3. STATEMENT OF ETHICS

All members and officers are expected to read and adhere to the NMBD Statement of Ethics. Failure to abide by the ethics is cause for removal from NMBD.

SECTION 4. MEMBERSHIP DUES

Annual dues of \$25 are payable by Feb. 14 of each year and are collected by the Board. Any changes to membership dues shall be approved by a majority of the board.

No refunds shall be made of dues paid to NMBD. Dues shall not be prorated unless extenuating circumstances are involved. In the event of an extenuating circumstance, the board will vote to approve a change.

SECTION 5. DELINQUENCY OF DUES

Dues shall be due as stated in Section 4 of this article. A member shall be considered in good standing when the members dues have been paid in a timely manner. Dues will be considered delinquent 45 days after they are due. If dues are not paid within 45 days after the due date, membership shall be forfeited.

SECTION 6. MEMBERSHIP TERMINATION

Members may terminate their membership at any time by notifying the secretary, before dues have become delinquent. Dues already paid, however, will be forfeited.

If dues are not paid within the first 45 days of the current year, it will be automatically understood that the member has terminated their membership.

ARTICLE IV – FINANCES

SECTION 1. EXPENDITURES

All monies paid to the organization shall be placed into a NMBD registered bank account. A minimum of two signatures of Board Officers shall be registered on the NMBD bank account.

SECTION 2. DISBURSEMENTS

Itemized receipts or bills shall be submitted to the Treasurer for all disbursements.

SECTION 3. FISCAL TERM

The year of the organization shall end on the 31st day of December in each year.

SECTION 4. BUDGET

Prior to the end of each calendar year, a budget of estimated revenue and expenses for the coming year shall be submitted by the Treasurer to the Board.

SECTION 5. INCURRING DEBT

No Board member, committee member or NMBD member may incur any expense or obligation chargeable to NMBD, except as authorized by the President and/or NMBD Board.

ARTICLE V – INDEMNIFICATION CLAUSE

NMBD agrees to indemnify, defend and hold harmless the Board Members, its officers, and committee members, from and against all liability, loss, cost or expense (including attorney's fees) by reason of liability imposed upon NMBD, arising out of or related to the organization's activities, whether caused by or contributed to by the members or any other party indemnified herein, unless caused by the sole negligence of the member or any other party indemnified herein. NMBD may maintain insurance, at its expense, to protect itself and any such person against any such liability, cost or expense.

ARTICLE VI – ORDER OF BUSINESS

The rules contained in Robert's Rules of Order shall govern NMBD in all cases to which they are applicable and when they are consistent with the NMBD bylaws.

ARTICLE VII – AMENDMENTS

SECTION 1. AMENDMENTS

NMBD Bylaws may be amended by a majority vote of the NMBD Board Members providing that notification of the upcoming vote has been published in the newsletter and website at least ten (10) days prior to the date of the vote. The notice shall include the complete text of the proposed amendment(s).

SECTION 2. EFFECTIVE DATE OF AMENDMENTS

Amendments to these bylaws shall take effect at the adjournment of the meeting at which they are adopted, or after the online voting deadline, unless otherwise specified.

The Bylaws of the New Mexico Belly Dance Association were adopted by majority vote at the Board of Directors meeting February 5, 2023.

A handwritten signature in black ink that reads "Theresa Sherman". The signature is written in a cursive, flowing style.