

Sword Dance Union

Constitution

1. Name

The organisation is called the Sword Dance Union. It is also known as the SDU.

2. Aims and objectives

The aim of the SDU is to promote linked sword dancing in all its associated forms.

The SDU seeks to do this by

- a. encouraging and maintaining the tradition and development of sword dancing
- b. supporting the evolution of sword dancing
- c. promoting excellence of performance
- d. providing a social network giving support for any interested parties
- e. widening the public understanding of sword dancing
- f. being a point of contact for a network of knowledge and resources
- g. promoting research relating to sword dance
- h. developing and maintaining an archive
- i. working with and supporting other organisations to achieve the objectives.

3. Membership

Acceptance of the aims and objectives of the SDU is a condition of membership. There are no geographical limits for membership.

Classes – the following classes of membership are available.

- a. Sword dance teams who perform linked sword dances
- b. Individuals who are interested in sword dancing
- c. Other organisations that are interested in sword dancing
- d. Honorary life membership – for teams and individuals voted into that category by a majority of members at a General Meeting of the SDU. Nominations for Honorary life membership can be made by SDU members or the Committee. Nominations made by members must be seconded by at least two other members of the SDU.

Subscriptions – the membership fees for each category of membership will be decided at each Annual General Meeting. Honorary Life Members do not have to pay any membership fee.

4. Committee

The SDU Committee comprises the Officers listed below.

a. The Chair

- has overall responsibility for organising the SDU and its Committee
- is the primary contact for enquires about the SDU
- acts as a public relations officer.

b. The Secretary

- is responsible for maintaining a list of all members
- acts as a meeting convenor
- acts as minutes secretary for Committee and General Meetings.

c. The Treasurer

- has overall responsibility for all financial transactions
- is responsible for collecting and administrating membership subscriptions
- is responsible for producing and circulating an annual financial statement.

d. The Technical Officer

- has overall responsibility for handling technical enquiries
- has overall responsibility for organising workshops, instructionals and other similar events
- is responsible for creating and maintaining the SDU archive
- has overall responsibility for initiating and organising research.

These Officers are elected to their posts at the Annual General Meeting, except in the case of a post becoming vacant between Annual General Meetings, in which case either an Extraordinary General Meeting may be called to elect a replacement or the Committee can co-opt a temporary Officer to fulfil the post until the next Annual General Meeting.

All Officers are elected to serve for one year or until the next Annual General Meeting, whichever is the sooner.

Further officers can be co-opted to the Committee at or between Annual General Meetings at the discretion of the Committee. Co-opted membership of the Committee lapses at the next Annual General Meeting.

5. Meetings

Annual General Meetings – these are held at least once every 14 months.

Extraordinary General Meetings – these may be called by the Committee or at the request of at least 25% of the SDU's membership or 10 members, whichever is the smallest.

Chair – Committee and General Meetings are chaired by the Chair of the SDU. If he or she is absent, a chair will be appointed by the Committee. Whoever chairs a General Meeting is responsible for managing the Meeting, including deciding the order and number of speakers, organising sufficient intermissions and maintaining order,

Notice of a General Meeting – notification of a General Meeting will be sent to all members at least six weeks before the date of the Meeting.

Attendance at Meetings – only members may attend and speak at General Meetings. Only elected or co-opted Officers may attend Committee Meetings. Individuals who are not members of the SDU may attend Committee or General Meetings at the invitation of or by permission of the Chair. Non-members do not have the right to speak at a Meeting except when invited to speak by the Chair.

Quorum – a General Meeting will be quorate if at least 25% of the SDU's membership or 10 members (whichever is the smaller) are present at the Meeting. The Meeting will be cancelled if a quorum is still not present one hour after the time appointed for a meeting to start.

Voting at General Meetings – all members present at a General Meeting are entitled to vote, on the basis of one vote per person.

Changes to the Constitution etc. – changes to the constitution or other policies of the SDU require a majority of two thirds of the members present at a General Meeting.

6. Awards' Scheme

The SDU's Awards' Scheme recognises individuals who have made a significant contribution to linked sword dancing. The award consists of a "Sword Medal".

Individuals can be nominated to receive an SDU Award by any member of the SDU (other than the nominee) or by the Committee. Nominations made by members must be seconded by at least two other members of the SDU. Awards will be given to those supported by the majority of members present at a General Meeting.