



Portland Country Dance Community

An Educational Nonprofit Corporation promoting country dance and music traditions
POB 2189; Portland, OR 97208-2189 <https://PortlandCountryDance.org>

PORTLAND COUNTRY DANCE COMMUNITY BYLAWS

Article 1: Purpose and Goals. The Portland Country Dance Community (PCDC) exists to promote the knowledge, and encourage the practice of our heritage of traditional and historic folk dances, songs, and music, with special emphasis on Anglo-American and English traditions. Our primary focus is on the Portland, Oregon metropolitan area. As a center affiliated with the Country Dance and Song Society (CDSS), PCDC subscribes to the aims and objectives of CDSS as stated in the CDSS constitution.

Article 2: Educational Purpose. The Portland Country Dance Community is organized and operated exclusively for educational purposes within the meaning of Section 501(c)3 of the Internal Revenue Code:

“The term educational relates to the instruction or training of individuals for purposes of improving or developing their capabilities, or the instruction of the public on subjects useful to individuals and beneficial to the community.” (P. 11 of IRS Publication 557.)

Article 3: Membership and Dues. Membership in the Portland Country Dance Community shall be open to any person upon receipt of payment of dues. The annual amount of dues and time of payment shall be set by the board of directors.

Article 4: Board of Directors. The members shall elect from their number a board of directors consisting of not less than five, nor more than twelve persons empowered to oversee the uses of funds raised and the general management of the business of the organization. Members of the board shall serve without compensation.

Elections to the board will take place each year near the change of the fiscal year (June 1 – May 31) at an annual all-members meeting. Board members are elected for terms of two years by majority vote of the membership present at the meeting. No board member shall be elected for more than three consecutive terms. Duties of board members include attending two-thirds of the board meetings per annum as stated in the minutes. If a board member resigns, his or her place may be filled by appointment by the board within a two-month period from the date of resignation to fill the unexpired term.

The board may declare an “extenuating circumstance” with a two-thirds vote at any regular or special meeting of the board, for the purpose of extending expiring board member terms. The reason the justification for said extenuating circumstance must be documented in that meeting’s minutes. Having declared such an extenuating circumstance, the board may extend the expiring term of board members by twelve months with a two-thirds vote. If a term extension is already in effect, any subsequent term extensions must be ratified by a vote of the membership at a general meeting.

Article 5: Officers. There shall be three officers chosen from the board by the board: Chair, Secretary, and Treasurer. Once chosen officers shall serve until their current board membership term expires. The duties of the offices shall be as follows:

Chair: The Chair shall be the principal officer and shall preside at the meetings of the members and the board. The chair shall sign all instruments requiring formal execution and acknowledgement, except that checks drawn on the organization account may be signed instead by any of the other officers or other person(s) designated by the Board.

Secretary: The Secretary shall be responsible for the taking and archiving of minutes at all meetings of the board and general meetings of the membership. The minutes will be communicated to the board members and available to others upon request.

Treasurer: The Treasurer shall be responsible for monitoring expenditures, maintaining fiscal records, balancing the bank account monthly and providing a financial report to the board at all regular meetings of the board, as well as an annual fiscal year report.

Article 6: Disbarment of a Board Member. Any board member or officer may be removed from the board by a majority vote of all the board members.

Article 7: Meetings. There shall be at least one general meeting of the membership per year and five percent of paid memberships shall constitute a quorum at any general meeting. All general meetings will be announced in the organization newsletter at least two weeks before the date of the meeting. The general meeting will be held near the change of the fiscal year.

The board shall meet at least six times per year. Dates of the board meetings shall be published in the previous month's newsletter. Any member may attend any meeting of the board and may participate fully, except that voting shall be by board members only. The chair or acting chair shall vote only in the case of a tie. A majority of the board shall constitute a quorum for any meeting of the board. Minutes of the meetings of the board and general meetings of the membership shall be communicated to board members within two weeks of the meeting and shall be available to members upon request.

Article 8: Additional Responsibilities. The board is empowered to create committees and appointments for the purposes of carrying out the aims of the organization. The newsletter is published by the board of directors.

Article 9: Amendment of the Bylaws. The board shall have power to make, amend and repeal Bylaws of PCDC by a two-thirds vote of all board members at any regular or special meeting of the board, provided that the proposed change has been previously brought to the notice of the membership through notification in the newsletter and a copy of the proposed change has been given to each member of the board at least seven days before the meeting at which it is to be voted on.

Article 10: Earnings to Private Individuals. No part of PCDC's earnings may inure to the benefit of private individuals. This does not preclude the payment of any reasonable fees for work performed or scholarships granted.

Article 11: Dissolution of Assets. In the event of dissolution, the assets of PCDC will be distributed to another nonprofit organization with 501(c)3 status.

Article 12: Political Activity. PCDC will not, as a substantial part of its activities, attempt to influence legislation or participate to any extent in a political campaign for or against any candidate for public office.

Christine Appleberry, Chairman

Ric Goldman, Secretary

Adopted: 2/08/1987

Revisions: 6/18/2003, 5/21/2007, 6/15/2021