



**Rainier Council
Square and Folk Dance Federation of Washington
List of Standing Rules**

Revised January 2009

Listing of Standing Rules

According to "Robert's Rules of Order - Revised" and "Parliamentary Law at a Glance" by Utter, the following are some generalities that apply to any set of Standing Rules:

- A. Standing rules can be adopted from time to time as needed.
- B. Standing rules are usually nothing more than important rules or policies adopted by an organization not appearing elsewhere in its Constitution, Articles or Incorporation, or By-laws. Most such rules can be found in past minutes as approved motions.
- C. A complete separate listing of Standing Rules is necessary, for the convenience of officers, committee chairs, and other members. It aids conduct of the business by providing a ready reference when policies or procedures of the organization are being questioned.
- D. Standing rules shall contain only rules of a continuing nature, and these may be adopted by majority vote at any meeting without previous notice.
- E. Standing rules may be suspended for a single meeting without previous notice. They may also be amended or rescinded by a 2/3 vote unless previous notice has been given, in which event only a majority vote is required.
- F. Standing rules are not By-laws, but they have the force of By-laws and will remain in force until rescinded.
- G. No Standing Rule, resolution or motion is in order that conflicts with the By-laws, Articles of Incorporation, or other Standing Rules.
- H. Since any Standing Rule may be suspended for a single meeting by a majority vote, this does not interfere with the freedom of any meeting and requires no prior notice in order to adopt the suspension.

(Dates show in parentheses in the following refers to the date of the Rainier Council meeting at which the subject was discussed or approved, either in whole, or in part.)

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1. The Spring Festival and Fall Festival will be sponsored and organized by Council Clubs with the Council *Vice-President* serving as advisor. The sponsoring club will be selected alphabetically from the list of Council clubs and will receive 50 percent of the net profits. Losses, if any, will be absorbed by the Council. A club can decline to sponsor and more than one club can work together as sponsors. The Fall Festival shall be replaced by the Annual New Year's Eve Dance, and will be held on the 31st of December each year.(Dec 98) The Spring Festival shall be on the first 5th Friday or Saturday that occurs in March or April of each year with priority given to a Saturday.
2. The Council banner shall be hung in a well visible place at each Council Festival Dance.
3. Each club is urged to have its banner available for display at each Festival dance by the decorating committee.
4. The Executive Board shall be authorized to furnish Council Festival Dance tickets at no cost to State Officers, Officers of neighboring Councils and to special guests at their discretion.
5. Persons or organizations supplying sound equipment for Council Festival Dances shall be reimbursed for its use. The Festival Chairperson(s) with approval of the Council Executive Board shall arrange a fee agreement. The Festival Chairperson(s) shall select the M.C.s for the event. Other callers/cuers for the program will be selected at the discretion of the Chairperson(s). Each guest caller/cuer in the program shall supply his/her own music and player with a way to "plug into" the standard amplifier unit. The Council will provide music for the Grand March and the National Anthem. Two free tickets to the Festival dance will be provided to the M.C.s and all callers and cuers in the program. (12/1/2008)
6. The Round Dance MC shall make contact with each Cuer on the program prior to the dance/event and coordinate the Round of the Month dance/dances they select to have as their tip/tips. The MC shall ensure that there isn't an overlap of ROM selections and that the guest cuer/cuers has/have the means to play the music on the supplied amplifier. (12/1/2008)
7. There will be a presentation of the Flag and Playing of the Star Spangled Banner at each Festival Dance.
8. The donation asked for admittance to all Festival Dances shall be determined by the Rainier Council prior to each dance.
9. Any club selling 10 or more tickets for the Spring Festival or Annual New Year's Eve Dance will be eligible for the Dr. Douglas Murray Award. A drawing will be made the night of the Festival Dance with the winner receiving the trophy. All clubs selling 10 or more tickets shall

receive a certificate stating Dr. Douglas Murray Award, Spring Festival or New Year's Eve Dance, the year and a place for the *Council President* to sign. The trophy and certificates presented will be for tickets sold for the previous Festival Dance. The winning club's name will be inscribed on the trophy. (4/1/96)

10. The council shall sponsor a Footnotes Dance each year.

11. The Footnotes plaque shall be based on 50% or more of the membership of each club. Membership shall be based on the roster of the club, counting as one member, a single, a couple and/or a family. Each club must submit a current and true roster of its club to be eligible. A white ribbon shall be given to any club having 50% or more subscriptions at the footnotes dance. If no club reaches 50% or more, the plaque shall remain with Council. (3/3/97)

12. A council club shall be allowed to advertise in the newspaper ad during the year. Please furnish your Council Newspaper Reporter with information.

13. Reimbursement of travel and lodging expenses allowed those persons enumerated in Article VII of the By-laws for attending State Meetings shall be in the same amount as specified by the State Federation for expense reimbursement. Reimbursement to be provided only when actual expenses are incurred.

14. The *Immediate Past President* upon retiring from his/her office shall be presented with the Past President's pin. (6/1/98)

15. The *Sunshine Chairperson* shall send a card if an illness or death occurs in any club. Other cards are sent at the discretion of the Sunshine Chairperson.

16. The *Corresponding Secretary* shall send a letter to the State Square Dance Federation Executive Board to inform them when a club has folded.

17. All items purchased for Council Festivals and events, paid for by the Council, shall become the property of the Council. An inventory of these items will be taken just prior to the June Council Meeting and presented to the incoming *Vice-President*. Inventory will consist of: item, quantity, condition, description (including what item was purchased for), and location (person who has the item)(examples: decorations, paper & food products, books, flags, banners, etc.). (12/1/2008)

18. Any individual who pays the postage shall receive a copy of the monthly Council Meeting minutes.

19. Council shall provide each graduating couple or single with a diploma, a graduation folder (containing a copy of "Helpful Hints for Happier Dancing", a Rainier Council Dance Halls map book, as well as other helpful Square and Round Dance information), and a Square Dance bumper sticker.

20. Both *Secretaries* shall be advanced \$50.00 and may be replenished as needed.

21. Council shall make map books available to all Rainier Council individuals at a price determined by the *Executive Board*. The clubs shall furnish the Board with current dance information. (12/1/2008)

22. All Rainier Council federated clubs shall participate in all Council functions, serve refreshments at meetings when called upon, decorate for Council dances and attend monthly Council meetings.
23. The Council shall pay \$2.00 for each Footnotes subscription received at the Footnotes dance.
24. Council shall pay the registration fee for 2 persons, from each club, to attend the State Leadership Seminar. (10/7/96)
25. Council shall pay for 1 one inch column ad, in Footnotes, per club each year. (10/7/96)
26. Upon the death of any *Past President*, the Council shall donate \$25.00 to the Heritage Center in their name, along with a request their name be placed on the memorial plaque at the Heritage Center. (3/6/2000)
27. The Kenn Trimble Award will be presented at the Spring Festival each year to a couple, single, or family to be determined by the immediate past recipient of the award. Each club or individual may nominate the recipient by letter to the immediate past recipient prior to the January meeting each year. (5/2000, 3/2007)
28. The *Vice-President* is designated and shall have the responsibility of ordering the badges and bars for members of the *Council Board*, each year. (3/2007)