

Constitution and By-Laws
Dexter Community Players
Summer, 2001

Constitution

ARTICLE I NAME

The name of this organization shall be the Dexter Community Players

ARTICLE II OBJECTIVES

Section 1. To promote and facilitate the involvement of member of the Dexter Community in the theater arts.

Section 2. To undertake at least one major dramatic production annually.

Section 3. To provide all possible support to the development of all the performing arts in the Dexter community.

Section 4. To promote an all volunteer organization where all positions are considered integral to the success of the production.

ARTICLE III MEMBERSHIP

Section 1. A person is eligible for full membership in DCP upon payment of scheduled dues.

Section 2. All persons participating in DCP events must be members of DCP.

ARTICLE IV OFFICERS

Section 1. The organization shall be governed by a Board of Directors.

Section 2. The Board of Directors shall be made up of nine (9) voting members elected from the general membership and two non-voting members: The Director of Community Education (Dexter Schools) and the Dexter High School Drama Advisor.

Section 3. To ensure continuity, three persons will be elected each year.

A. Election of the three directors will take place at the annual fall meeting.

B. A plurality of votes in descending order will be used to determine the three receiving the most votes.

C. The person receiving the next highest number of votes after the three are selected will be considered as an alternate to the Board and should a vacancy on the board occur, will be asked to fulfill the term of the vacated position.

Section 4. Candidates for the Board of Directors must be members.

Section 5. Following the fall meeting the Board of Directors shall annually elect officers who will also function at the General Membership meetings.

Section 6. Standing committees shall be established at the discretion of the Board with chairpersons approved by the Board.

ARTICLE V MEETINGS

Section 1. Regular Board of Directors meeting shall be held at times and dates agreed to by the Board. It is the intent that there will be regularly scheduled monthly

meetings.

Section 2. Special Board of Directors meetings may be called at the request of three members of the Board.

Section 3. The Board of Directors shall call general membership meetings in the spring and fall and at such other times as appropriate.

Section 4. All members must be notified of the time and place of any general membership meeting at least fifteen (15) days in advance of the meeting.

Section 5. A special meeting of the general membership may be called at the request of fifteen (15) members by petition to the Board of Directors.

BY-LAWS

ARTICLE I DUES

Section 1. Annual dues shall be established annually by the Board of Directors and shall be payable at the spring general membership meeting. All annual dues, regardless of when paid, will expire at the time of the annual spring meeting.

Section 2. Dues shall not be refunded.

Section 3. No one shall be eligible to vote on any issue or be elected to the Board of Directors unless he or she is a member of DCP.

ARTICLE II FUNDS

Section 1. Funds accruing to the Dexter Community Players shall be maintained in a Dexter Community Schools Service account.

Section 2. All monies allocated shall be approved by the Board of Directors.

Section 3. Checks drawn must be approved by the President and Treasurer of the Dexter Community Players.

Section 4. Receipts for expenses must be turned into the treasurer within fourteen (14) days after a production unless otherwise authorized by the Board of Directors.

ARTICLE III VOTING

Section 1. Voting privileges will be extended to all members.

Section 2. Election of members to the Board of Directors shall be by secret ballot.

Section 3. Results of the election will be made known to the three elected within 7 days after the election. Results will be made known to the general membership through a notice in the next newsletter.

Section 4. The organization shall be governed by parliamentary procedures.

Section 5. A majority of members present and voting shall be required for passage of motions moved and seconded except for amendments to the Constitution and By-Laws. These motions shall require a two-thirds (2/3) majority of the members present and voting at a general membership meeting. Proposed amendments to the Constitution and or By-Laws must be mailed to all members at least fifteen (15) days prior to the meeting at which voting is to take place.

Section 5. A quorum shall consist of three members of the Board of Directors and seven non-board members.

ARTICLE IV DUTIES OF OFFICERS

Section 1. To be elected president, a candidate must have served at least one year as a

member of the Board of Directors. The president will preside at all Board of Directors' meetings, all general membership meetings, provide an agenda for these meetings, and act as spokesperson for DCP.

Section 2. The vice-president shall assist the president and act in the place of the president when that officer is absent. The vice-president shall oversee the activities of all standing committees.

Section 3. The secretary shall be responsible for:

- A. Taking minutes at each Board meeting, at each general membership meeting, and providing copies of the minutes of said meetings prior to or at the next appropriate meeting.
- B. All necessary correspondence.
- C. Keeping attendance records of members of the Board and guests.
- D. Maintaining, with the treasurer, a current membership roster.

Section 4. The treasurer will be responsible for:

- A. All financial records of the organization and shall regularly report its status to the Board.
- B. Payment of bills.
- C. Collecting and recording payment of membership dues.
- D. Dispersing funds approved by the Board.
- E. Maintaining, with the secretary, a current membership roster.

ARTICLE V TERMS OF OFFICE

Section 1. Members of the Board of Directors shall be elected for a term of three (3) years, or for a shorter term if a vacancy is being filled. The Board of Directors will fill vacancies by appointing the alternate elected at the general membership meeting, if possible, or by a special vote.

Section 2. Officers of the Board of Directors shall serve for one year and shall not hold the same office for more than two consecutive years unless authorized by action of the Board of Directors.