

The Constitution of the Grand Forks Scotties

Revision, Accepted 12-3-75

Revision, Accepted 4-12-88

Revision, Accepted 4-10-2007

ARTICLE I. Name: The name of this organization shall be the Grand Forks Scotties Women's Curling Club.

ARTICLE II. Purpose: The purpose of this club is to promote the true spirit of the game of curling among women and to cultivate friendship among the club's members.

ARTICLE III. Membership: Any woman desiring to curl may become a member of this organization upon payment of the prescribed dues.

ARTICLE IV. Officers: The officers of this organization shall be a president, a first vice-president, a second vice-president, a secretary, a treasurer and a senior advisor. These officers shall be elected at the annual meeting and shall assume the responsibilities of their offices at the conclusion of that meeting.

ARTICLE V. Meeting: The annual meeting of this organization shall be held in the spring of the year.

ARTICLE VI. Amendments: This constitution may be amended by a vote of two-thirds of the members present at a general meeting, provided that notice of the proposed amendments has been posted in the clubhouse at least thirty days prior to the meeting.

The By-Laws of the Grand Forks Scotties

ARTICLE I. Affiliation

The Grand Forks Scotties Women's Curling Club shall be affiliated with the North Dakota Curling Association (NDCA), the United States Women's Curling Association (USWCA), the United States Curling Association (USCA), and World Curling Association (WCA).

ARTICLE II. Membership Fees

The annual membership fees shall be determined by the General Board of the Grand Forks Curling Club and shall include fees to the NDCA, USWCA, and USCA. Membership fees must be paid in accordance with the regulations established by the general board of the Grand Forks Curling Club. Any member of the Grand Forks Curling Club is eligible to serve as a substitute on any draw. Non-members may contribute to the Scotties general fund. Non-Grand Forks Curling Club members who serve as a substitute more than 3 times in the Scotties league season shall contribute to the Scotties general fund. The prorated fee will be collected by the treasurer.

ARTICLE III. The Scotties Executive Board

1. The Executive Board shall consist of the five (5) elected officers and the immediate past president.
2. It shall make recommendations to be acted upon by the Scotties General Board.
3. It shall fill any vacancies that occur.
4. Four members shall constitute a quorum.

ARTICLE IV. The Scotties General Board

1. The General Board shall consist of the Executive Board (6), Committee and Appointed Chairs (6).
2. Meetings are to be called by the President.
3. This Board shall have general supervision of this organization and take care of any problems that may arise between the Annual Fall and Spring Meetings.
4. This Board shall meet in the fall and in the spring, as well as at the call of the President.
5. Seven members shall constitute a quorum.

ARTICLE V. Officers

Section 1. Officers and Tenure

- A. The officers of this organization shall be a president, a vice-president, a secretary, a treasurer and a senior advisor.
- B. Officers shall be elected for a term of one year.
- C. These officers shall be elected at the annual spring meeting and shall assume the responsibilities of their offices at the conclusion of that meeting.
- D. Any female member of the Grand Forks Scotties Curling Club is eligible to be elected or appointed to an office of the organization.

Section 2. President

- A. The President shall preside at all meetings.
- B. Subject to approval of the Executive Board, she shall appoint all committee chairs.
- C. She shall be an ex-officio member of all committees with the exception of the nominating committee.
- D. She shall arrange the Scotties Executive Board and the Scotties General Board meetings in the fall. She shall schedule the Fall general meeting to be held in October prior to the Grand Forks Curling Club Open House.
- E. She may call special meetings at her discretion.
- F. She shall serve as a member of the Executive Board.
- G. She shall serve as a member of the General Board.
- H. As Past President, she shall serve as chair of the Nominating Committee.
- I. As Past President, she shall be a voting member of the Grand Forks Curling Club General Board.
- J. As Past President, she shall serve on the Satrom Committee of the Grand Forks Curling Club.

Section 3. Vice-President

- A. The Vice-President shall be the liaison to the Bonspiel Event Chair.
- B. She shall preside at meetings in the absence of the President.
- C. She shall be President-in-training.
- D. She shall serve as a member of the Executive Board.
- E. She shall serve as a member of the General Board.

Section 4. Secretary

- A. The Secretary shall take an accurate written record of the proceedings of all meetings and send out notices of all meetings.
- B. She shall distribute the copies of the minutes to the officers in a timely manner.
- C. She shall maintain all records as part of the permanent archive at the UND Chester Fritz Library Special Collections.
- D. She shall maintain a file of current correspondence and submit any relevant information to the media, including public relations announcements.
- E. She shall file the membership list as provided to her as part of the Annual Spring Meeting minutes.
- F. She shall serve as a member of the Executive Board.
- G. She shall serve as a member of the General Board.

Section 5. Treasurer

- A. The Treasurer shall keep the accounts of the organization, collect fees, and pay all bills as approved by the Executive Board.
- B. She shall collect the prorated fee for Grand Forks Curling Club non-members that sub more than 3 times in the Scottie league.
- C. She shall provide a statement of accounts at all Board meetings, the Fall Meeting and Annual Spring Meeting.
- D. She shall maintain pins and re-order as necessary.
- E. She shall submit reports as required by the state and national organizations.
- F. Her accounts shall be audited upon completion of her term of office or every five (5) years.
- G. She shall serve as a member of the Executive Board.
- E. She shall serve as a member of the General Board.

Section 6. Senior Advisor

- A. The Senior Advisor shall promote the true spirit of curling.
- B. She shall put forth the rules and etiquette of the game among members.
- C. She shall resolve any curling issues of this organization.
- D. She shall serve as a member of the Executive Board.
- E. She shall serve as a member of the General Board.
- F. She shall serve on the Draw Committee.

ARTICLE VI. Committees and Appointments

Section 1. Bonspiel Committee

- A. The Bonspiel Event Chair is appointed by the President.
- B. The Bonspiel Event Chair shall serve as chair of the Annual Scotties' International Invitational Bonspiel.
- C. It shall be the duty of this committee to plan and organize the bonspiel. They shall follow guidelines of previous bonspiels.
- D. The chair shall serve as a member of the General Board.

Section 2. Nominating Committee

- A. The Nominating Committee shall consist of the immediate past president as the Chair, the Senior Advisor and the chair from each draw.
- B. It shall be the duty of this committee to nominate the qualified candidates for President, Vice President, Secretary, Treasurer, and Senior Advisor.
- C. The chair shall serve as a member of the General Board.

Section 3. Draw Committee

- A. The Draw Chair is appointed by the President.
- B. The Draw Committee shall consist of the Senior Advisor and the Chairs from each of the draws.
- C. The Draw Committee shall draw the teams and present the schedule to team members.
- D. The Draw Committee shall distribute rules, regulations and curling etiquette based on current rules of the USWCA, USCA, and WCA.
- E. The chair shall serve as a member of the General Board.
- F. She shall encourage membership participation by each curler.

Section 4. Event Coordinator

- A. The Event Coordinator is appointed by the President.
- B. She shall be responsible for the Novice Spiel at the time designated by the Draw Committee.
- C. She shall be responsible for all special events (Christmas Party, Fun Night, etc) within the draws and shall serve as a liaison between the President and the draw chairs.
- D. She shall arrange the Annual Spring Banquet.
- E. She shall serve as a member of the General Board.

Section 5. Historian

- A. The Historian is appointed by the President.
- B. She shall be responsible for keeping, in the organization's scrapbook, an up-to-date record of all activities of this organization.
- C. She shall deposit all pertinent records in the Special Collections at the Chester Fritz Library, UND.
- D. She shall serve as a member of the General Board.

Section 6. USWCA Representative

- A. The USWCA National Representative is appointed at the Annual Spring Meeting for a three-year term.
- B. She shall attend the national meeting of USWCA (or send in a proxy vote) and shall maintain a current file of USWCA minutes and events.
- C. She shall be responsible for all correspondence with the national organization.
- D. She shall forward her name and the names of the club's officers to the USWCA Secretary.
- E. She shall provide a list of the dues-paying members of the club to the USWCA Treasurer.
- F. She shall coordinate the All-American play-downs and present the USWCA pins to the winners.
- G. She shall serve as the liaison for the USWCA National Women's Bonspiel.
- H. She shall serve as the liaison for the USWCA Senior Women's National Bonspiel.
- I. She shall serve as the liaison for international curling tours. The Senior Women's Friendship Tour occurs every three years (alternating between Canada and the United States). The Scot Tour occurs every five years (alternating between Scotland and the United States).
- J. She shall serve as a member of the General Board.

ARTICLE VII. Meetings

Section 1. The Fall Meeting

The Fall Meeting shall be held for members each fall in October prior to the Grand Forks Curling Club Open House.

Section 2. The Annual Spring Meeting

The Annual Spring Meeting shall be held for members in April on a date designated by the Executive Board.

Section 3. Reports

Triplicate annual reports shall be submitted to the president by all committee chairs at the Annual Spring Meeting. A copy will be provided to the president, the secretary (to be placed in a permanent file), and committee chair (to go to the incoming chair of each committee).

Section 4. Election of Officers

Election of officers shall be held at the Annual Spring Meeting. The slate of the Nominating Committee shall be presented and additional nominations will be accepted from the floor, provided that prior consent of the nominee has been obtained.

Section 5. Quorum

Two-thirds of the number of members on the Scotties General Board shall be present to constitute a quorum at any fall, annual or special meeting

ARTICLE VIII. Annual Scotties International Invitational Bonspiel

This event shall be held each year on the third full weekend in February. This event is the responsibility of the Bonspiel Event Chair and the committees. They shall follow guidelines of previous bonspiels.

ARTICLE IX. Amendment of By-Laws

The By-Laws may be amended by a majority of the members present at a general meeting.

ARTICLE X. Parliamentary Authority

Roberts Rules of Order shall be the authority for all proceedings of this organization.