

ARDWICKS

CONSTITUTION AND BYLAWS

CONSTITUTION

ARTICLE I - NAME

The name of this Organization shall be the Ardwick's.

ARTICLE II - OBJECTS AND POLICIES

Section 1; The object of the Organization shall be to promote and develop interest in curling among women and to preserve the true spirit of the game.

Section 2; The policies of this Organization shall be in harmony with those of the United States Women's Curling Association.

ARTICLE III - MEMBERSHIP

Section 1: An Active Member shall be an active curler in good standing entitled to all the privileges of this organization.

Section 2: An Associate Member shall be any former Active Member of the Ardsley Ladies and the Westchester Wicks who has paid her Associate dues. She may attend all curling and social functions, but may not vote nor curl.

Section 3: A Member in good standing shall be defined as one who has paid her dues in full on or before the date specified except when a deferment has been granted by the Executive Board. A Candlewick shall be an active curler in the evening group of the Ardwick's. She shall also be entitled to curl in the All American, USWCA Bonspiel and Championship.

Section 4: An Honorary Member shall be any former Active Member who has rendered exceptional service to this Organization. She shall be elected by the majority vote of the Active Membership. She may attend all social functions but without the privilege of vote.

ARTICLE IV - OFFICERS AND THEIR ELECTION

Section 1: The officers of this Organization shall consist of President, First Vice-President, Second Vice-President, Secretary and Treasurer.

Section 2: These Officers shall be elected at the Annual Meeting for a two-year term. The President, First Vice-President and Second Vice-President shall be elected in the even years, and the Secretary and Treasurer in the odd years. Elected Officers shall take office immediately after election, except for the Treasurer who shall take office June 1st. A majority vote of the Active Members present and in good standing shall elect.

Section 3: An unexpired term of any elected Officer may be filled by a majority vote of the remaining Officers and the Nominating Committee.

ARTICLE V - EXECUTIVE BOARD

Section 1: The Executive Board shall consist of the elected officers, the Chairmen of Standing Committees, the Chairman of the Nominating Committee, the United States Women's Curling Association Representative, and the immediate Past-President as ex-officio member.

ARTICLE VI - MEETINGS

Section 1: There shall be a minimum of two (2) business meetings of the Active Membership during the year, one in the Fall and one in the Spring. The Spring meeting shall be designated as the Annual Meeting.

Section 2: One-third of the Active Membership in good standing shall constitute a quorum.

Section 3: The Executive board shall meet monthly during the curling season.

ARTICLE VII - RULES

Section 1: All parliamentary questions shall be decided by Robert's Rules of Order (Revised) unless otherwise determined by the Constitution and By-Laws.

ARTICLE VIII - AMENDMENTS

Section 1: This Constitution may be amended by a two-thirds vote of the total Active Membership in good standing, present at any meeting, provided that written notice of the proposed Amendment has been given to each member at least two weeks before the meeting. Absentee ballots will be honored.

BY-LAWS

ARTICLE I - DUTIES OF OFFICERS

Section 1: President

(a) The President shall be the principal Executive Officer of the Organization and shall supervise and control all of its business and affairs. She shall preside at all meetings of the executive Board and the General Membership.

(b) The President shall be a voting member of the Sports Committee and the Membership Committee. She shall be an ex-officio member of all other Committees except the Nominating Committee.

(c) The President shall appoint the Chairmen of Hospitality, Membership and Publicity Committees, subject to the approval of the Officers and they may be reappointed.

(d) The President shall be the representative of the organization in any matters pertaining to curling, such as use of the ice, scheduling of time, signing of contracts, etc.

(e) The President shall appoint an Active Member as Representative of the United States Women's Curling Association. The Representative may be reappointed. This appointment is subject to the approval of the Board. The Representative should be prepared to attend the meetings of the USWCA.

(f) The President shall appoint an Active Member to serve as Rules Chairman for home sports.

(g) The President may make any other appointments she deems necessary subject to the approval of the Executive Board.

(h) The President shall have the power to call a Special Meeting of the Active Members or of the Executive Board when necessary.

Section 2: First Vice-President

(a) The First Vice-President shall be the Chairman of the Sports Committee and shall perform the duties of the President in her absence.

Section 3: Second Vice-President

(a) The Second Vice-President shall be the Chairman of the Bonspiel Committee and shall perform the duties of the President in the absence of both the President and the First Vice-President.

Section 4: Secretary

(a) The Secretary shall keep a record of the affairs of the Organization as well as full and correct minutes of all Executive Board Meetings, and General Membership Meetings, and shall provide the President with a copy of such minutes.

(b) The Secretary shall keep a correct list of all Active and Associate Members in cooperation with the Membership Chairman.

(c) The Secretary shall conduct such correspondence of the Organization as requested by the President, including proper and timely written notice of all Executive Board Meetings and General Membership Meetings.

Section 5: Treasurer

(a) The Treasurer shall keep the financial records of the Organization and shall make payments upon order by the President.

(b) The Treasurer shall render a financial statement at each meeting and when called upon to do so.

(c) The Treasurer shall be responsible for the ordering of Club Pins, USWCA pins and any other articles which are to be sold.

(d) The financial records shall be audited annually by two members of the Ardwick chosen by the President: One, a Board Member and the other a former Treasurer when possible.

ARTICLE 11 - EXECUTIVE BOARD

Section 1: The Executive Board shall consist of the Elected Officers, the chairmen of the Standing Committees, the United States Women's Curling Association Representative and the immediate past president as ex-officio member.

Section 2: The Executive Board shall perform such duties as are required to carry on the work of this Organization.

Section 3: Six members of the Executive Board must be present to conduct business.

Section 4: The Executive Board shall determine the date for minimum of two social events annually, one at the beginning of the curling season and one at the time of the annual meeting at the end of the season.

ARTICLE 111 - STANDING COMMITTEES

Section 1: Sports Committee

(a) This Committee shall consist of the First Vice-President as Chairman, the President, the Bonspiel Chairman, the Rules Committee Member and the Skips' Rep, and as many appointees as the chairman considers necessary.

(b) This Committee shall plan and schedule all intra-club sports activities and be responsible for notifying the Prize Chairman

(c) The Program of this Committee shall be presented to the executive Board for its approval before it is presented to the entire membership.

Section 2: Bonspiel Committee

(a) The Bonspiel chairman shall be responsible for receiving and acknowledging all bonspiel invitations. She shall present them to the Skips for a limited time, such time to be determined by the Sports Committee. Thereafter, she shall encourage participation in such Bonspiels by the Vice-Skips.

(b) The Bonspiel Chairman shall present a program for a Bonspiel or Invitation Event to the Executive Board for approval and then to the General Business meeting of the Ardwick for its approval. The Hospitality and Publicity Chairmen and the Rules committee member shall serve on the Bonspiel Committee and the Bonspiel Chairman may appoint as many other members to assist her as she deems necessary. This Committee shall also be responsible for inter-club events and for notifying the Prize Chairman.

Section 3: Prize Committee

(a) The Prize Chairman shall be responsible for ordering prizes as requested by the Sports Committee and Bonspiel Committee.

Section 4: Membership Committee

(a) This Committee shall consist of two (2) members; namely, the Membership Committee Chairman, the President. An additional member may be chosen by the two above named members if necessary.

(b) Candidates for Membership shall be proposed by two members of the Ardwick, and approved by the Executive board.

(c) Candidates whose membership has been accepted shall be notified in writing by the Membership Chairman.

(d) The Membership Chairman shall provide the Secretary and Treasurer with lists of all classes of members and their addresses, and keep them current.

(e) The Membership Committee shall be responsible for the submitting of pertinent information for the membership book.

Section 5: Hospitality Committee:

(a) The Hospitality Chairman shall appoint a Committee, approved by the Executive Board, to assist her in carrying out the responsibilities of her office as determined by the Executive board. The Hospitality chairman shall also serve on the Bonspiel Committee.

Section 6: Publicity Committee

(a) The Publicity chairman shall appoint a Committee, approved by the Executive Board, to assist her in carrying out her duties.

(b) The Publicity Chairman shall serve on the Bonspiel Committee.

(c) The Publicity Committee shall be responsible for the Scrapbook and all newspaper and other publicity including "Duck Soup"..

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Section 7: Nominating Committee

(a) The Nominating Committee shall consist of five (5) Members, four (4) of whom shall be elected for one year. The Chairman of the previous year shall serve as the fifth member of the Committee but not as Chairman. In the event she cannot serve, another member of her Committee shall be appointed to take her place.

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(b) The Skips shall elect two (2) members to serve on the Nominating Committee, one from their own group and one from the General Membership, excluding Skips and Elected Officers.

(c) The newly elected Executive Board shall elect two (2) members of the Nominating Committee from the General Membership excluding the Elected Officers.

(d) The Nominating Committee shall elect its own Chairman before the first Executive Meeting.

(e) Two weeks before the Annual Meeting, the Nominating committee shall post its proposed slate of Candidates for the Office of the President, First Vice President and Second Vice-President in the even years and Secretary and Treasurer in the odd years.

(f) Any member of the Nominating Committee shall be eligible to serve in any office.

(g) Candidates for office are to be asked prior to slate being posted.

(h) Any vacancy occurring on the Nominating Committee shall be filled by the Executive Board from the General Membership, excluding Elected Officers.

Section 8: U.S.W.C.A. Representative

(a) The United States Women's Curling Association Representative shall attend the meetings of the Association, fulfill the duties of the U.S.W.C.A. and attend the meetings of the Ardwick Executive Board.

(b) The Ardwick Treasury shall be responsible for the cost of transportation to U.S.W.C.A. meetings for the U.S.W.C.A. Rep.

ARTICLE IV - ELECTIONS

Section 1: All Officers shall be elected by secret ballot. If there are no other nominations the Secretary may be instructed to cast one ballot in favor of the slate.

Section 2: additional nominations will be allowed if signed by five (5) Active Members in good standing and posted on the Bulletin Board seven (7) days prior to the Annual Meeting.

ARTICLE V - DUES

Section 1: Annual dues for Active Day and Night Members and

Associate Members shall be any amount designated by the Executive Board.

Section 2: Annual dues for renewing Active and Associate Membership shall be due and payable in full by December 1st and for new Active Members by January 1st.

Section 3: The fiscal year of this Organization shall run from June 1st to May 31st.

ARTICLE VI - SKIPS

Section 1: The number of Skips needed each season, and the method of their selection shall be determined by the Executive Board and the Sports Committee.

(a) Skips shall be rated annually. (By whom?)

(b) Skips transferring from other Clubs shall not be elected as Skips for one season unless needed.

(c) Skips who have been inactive in the Ardwick's for more than one (1) season shall not be elected Skips for one season unless needed.

(d) Skips who feel they would rather not skip, shall make this change by notifying the Skips' Representative in writing.

Section 2: Skips shall elect one of their numbers as Chairman within a week prior to the Annual meeting. She shall conduct all Skip Meetings, serve on the Sports Committee and attend Executive Board Meetings as Skips Rep, by invitation.

Section 3: Skips shall select the Skips to represent the Ardwick's at Bonspiels by any method approved by them, within the time limitation determined by the Bonspiel Committee. In the case of the Empire State and U.S.W.C.A. Bonspiels, the participating rinks would be determined by playdown if necessary.

ARTICLE VII - BY-LAWS AMENDMENTS

Section 1: These By-Laws may be amended in whole or in part by a two-thirds (2/3) vote of the Active Members, provided notice of the proposed amendment has been mailed to each member two (2) weeks in advance of the voting date.

September 18, 1989