

Potomac Chapter Newsletter

January 2011

HAPPY NEW YEAR POTOMAC CHAPTER!

We wish all of you a 2011 filled with dancing, gifts of the spirit, and blessings known and unknown. May each of us strengthen our resolve to devote more time to dance, and to building a Chapter that makes the Sacred Dance Guild proud!

To begin this year, please find attached a transcription of our Chapter By-Laws, the meeting minutes from our November Board Meeting, and contact information for your loyal Chapter Board Membership!

Chapter Charter and By-Laws

Amended 4.14.01, Reviewed 11.7.10

Article I – Name

The name of this organization shall be Sacred Dance Guild (hereinafter called “the Guild”), Potomac Chapter (hereinafter called “the Chapter”). It shall include all of the District of Columbia, the states of Virginia, Maryland, and eastern West Virginia (within 100 miles of Washington, DC).

Article II – Purpose

The purpose of this Chapter shall be to stimulate interest in dance as a form of spiritual expression, to support the purpose and activities of the Guild on a local level, and to communicate with all Chapter members.

Article III – Membership

Section 1. Only Guild members in good standing may become Chapter members.

Section 2. Privileges shall include voting in Chapter meetings, electing Chapter officers, reduced rates at workshops, and receipt of local publicity and Chapter news, as well as those privileges of the Guild.

Article IV – Dues and Finances

Section 1. The full amount of dues shall be sent to the Guild Membership Director. In the fall of each year, an allotment set by the Guild Board-at-Large based on the number of members (groups counting as 2 individuals) shall be returned to the Chapter, pending receipt of the Chapter's Annual Report Form by the Guild Director of Chapters and Regions and the Guild Treasurer.

Section 2. The Chapter Treasurer shall send an annual financial statement to the Guild President, Guild Treasurer, and Guild Director of Chapters and Regions.

Article V – Officers and Duties

Section 1. The governing board of this Chapter shall be a minimum of three elected members, one of whom shall be President, one of whom shall be the Chapter Representative, and one of whom shall be treasurer. Other officers deemed necessary to fulfill Chapter responsibilities may be elected.

Section 2. Duties of Board members shall be those appropriate to their offices. The Chapter shall submit an annual report of activities to the Guild President and Guild Director of Chapters and Regions prior to the Annual Meeting of the Guild.

Section 3. Officers' Duties and Term of Office

President

Term: Two years, beginning July 1, with no limit to the number of terms served. President to be elected in odd years.

Duties: Preside over Annual Chapter Meeting and any other Chapter meetings and Board meetings. Make an annual report to the Chapter Annual Meeting. Assure that required reports go to the Guild. Assure that interest in Potomac Chapter is kept alive through workshops and other activities that seem feasible.

Chapter Representative

Term: Two years, beginning July 1, with no limit to the number of terms served. Chapter Representative elected in even years.

Duties: Report to the Chapter Annual Meeting. Report Potomac Chapter activities annually to Guild President and Guild Director of Chapters and Regions by the deadline. He/she is a voting member of the Guild Board-at-Large and receives all the mailings of the Guild Board. Assure that Potomac Chapter membership list agrees with the Guild membership list. Keep Guild Director of Chapters and Regions informed of Chapter sacred dance activities. Receive names of new members and send them to the Chapter President and Secretary. Welcome new members and send reports to the Journal when appropriate.

Treasurer

Term: Two years, beginning July 1, with no limit to the number of terms served. Treasurer is elected in odd years.

Duties: Keep the Potomac Chapter's bank account, paying all Chapter bills. Make an annual report of Chapter finances to the Guild Treasurer by the deadline and report to the annual Chapter meeting. Receive and deposit Chapter rebate, workshop fees, and all monetary donations to the Chapter and keep accurate records of same.

Secretary

Term: Two years, beginning July 1, with no limit to the number of terms served. Secretary is elected in even years.

Duties: Assure that mailing list database file is kept up to date, printing labels as needed. Prepare minutes of Potomac Chapter meetings and Board meetings. Prepare and mail or otherwise distribute newsletters. Furnish Chapter Representative and President with updated copy of the mailing. Send reports of Chapter activities to the Journal when appropriate.

Section 4. Should a Board Member resign, the remaining Board members shall appoint an interim replacement until an election can be held.

Section 5. Other officers, such as Program Coordinator, Scholarship Chair, Nominating Committee Chair, shall be appointed by the President, with Board approval.

Article VI – Committees

Section 1. The Chapter will select a nominating committee at the Fall workshop to have a slate ready for the Annual Meeting.

Section 2. Other committees shall be established as needed to carry out the purposes and activities of the Chapter.

Article VII – Meetings

Section 1. There shall be an Annual Meeting of the Chapter membership at which reports of officers are presented and at which officers shall be elected by a majority vote of those present or represented by mail or proxy and at which other business of the Chapter shall be presented.

Section 2. There shall be at least three meetings of the Chapter Board each year to conduct the business of the Chapter.

Section 3.

- a. A quorum for the Board Meeting will be three members, in person or by electronic communication.**
- b. A quorum for the Annual Meeting will be three members of the Board and five members of the Chapter, a total of eight.**

Section 4.

- a. Annual Meeting of the Potomac Chapter will be planned to coincide with a workshop in order to have a quorum and to be able to make a report to the Guild.**
- b. To help with smooth transition of change of officers, one of the three required Board meetings will be a meeting of old and new officers. The purpose of this meeting is to exchange materials and information about the office between the election at the Annual Meeting and the change of officers on July 1st.**

Article VIII – Chapter By-Laws

Each Chapter may supplement this Charter with individual By-Laws provided these do not conflict with Guild By-Laws or the Chapter Charter. [Potomac Chapter By-Laws are incorporated into this Charter.]

Article IX – Amendments

Section 1. The Chapter By-Laws may be amended by a two-thirds vote of the members present, represented by proxy or be mailed vote at the Annual Meeting, provided that the proposed amendment is included in the announced agenda for the meeting. Amendments shall be drawn up by the Chapter Executive Board and presented for discussion at the Annual Meeting.

Section 2. Proposed amendments to this Charter must be approved by the Executive Board of the Guild, two-thirds of the members of existing Chapters of the Guild and voted on at the next Annual Meeting of the Guild.

Article X – Dissolution

In the event of dissolution of the Chapter, remaining assets after the satisfaction of all obligations of the corporation shall be returned to the Guild, or if the Guild is no longer in existence, distributed for purposes within the scope of Internal Revenue Service Code 501(c) 3 or amendments thereof.

Sacred Dance Guild

Potomac Chapter Meeting Minutes
Fredericksburg, Virginia
November 7, 2010

In Attendance: Diana Burton, Gail Conway, Mary Katherine Greenlaw, Jennifer McDaniel, Denise Damon Wade, Pamela White, Vicki Wilder

I: Previous Minutes: Approved

II: Announcements and Reports:

A. Introductions

B. Announcements

a. The new Sacred Dance Guild e-letter has been posted and is now available.

b. There is a request for a liturgical dance contact in Maryland for a birthday party: Vicki presented a sample program for a 50th birthday program as an example.

III: Agenda Items

A. Chapter Board Contact Sheet (see handout)

a. Corrections were made to the Chapter Board Contact Sheet. Board reviewed the idea of “committee members” and what that term means. Resolved that there should be one Program Committee Member from each state.

B. Review of Chapter Bylaws

a. Began review of Chapter Bylaws (last updated in 2001). After much healthy discussion of Articles I through V of the bylaws it was resolved that they will remain the same for the time being. Note: it was agreed that there should always be two board members with access to the BBT Sacred Dance Guild Potomac Chapter bank account: the Treasurer and one other elected officer (the President). We do not currently know the balance in the account.

C. Mini Festival Summer 2011

a. Diana Burton is the Virginia contact and the Virginia Festival will be held in Fredericksburg.

b. Diana will work together with Cathy Vining to plan the festival. Diana and Cathy will need to find one or two possible dates in July. They will need to check with Florence at the church in Fredericksburg to see what is possible.

c. The Virginia Mini Festival will mirror the Maryland Mini Festival.

D. Magic 8 Ball

a. Is the Potomac Chapter in good shape? “Most likely.”

b. Will the afternoon rehearsal be successful? “Most definitely!”

V: Meeting was adjourned.

SDG Potomac Chapter Board Contacts

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Secretary – Denise Wade
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Committee Member Contacts

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Program Committee Member – Sharon Werth
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Program Committee Member – Vicky Wilder
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Program Committee Member – Kathryn Sparks
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All Year Round

US and International - 1 year - \$50
US and International - 2 years - \$80
Senior - \$35 Student - \$25
Group - 1 year - \$90
Lifetime - \$1000

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We accept MasterCard, Visa, checks in US Funds, and money orders.

