

The Club shall establish rules to implement the Club's bylaws and for the effective transaction of Club affairs. The Standing Rules shall be attached to, but not be a part of the Bylaws. Each Standing Rule shall be labeled, numbered, and contain the date of its passage, amendment, or modification.

Music City Bop Club Standing Rules

These Standing Rules may be amended by a thirty day notice, in writing, of the proposed amendment and two-thirds (2/3) majority vote of the members present at the next general membership meeting after the amendment is proposed.

1. MCBC DJ Equipment (11/11/03)

DJ equipment owned by MCBC is for the exclusive use of MCBC and shall not be loaned or rented to anyone else. Keys to the storage cabinet will be provided to the President, Vice-president and each club DJ. A person designated by the President shall prepare a written audit of DJ equipment and submit to the President and Secretary each January.

2. Standing Committees (11/11/03)

A Chairperson for the following Standing Committees shall be appointed for a one year term by the Current President and approved by the board at the January meeting. The Chairperson of each Standing Committee may recruit members in good standing to serve on the committee.

(a.) Membership Committee – Shall maintain an accurate record of the membership and provide the Telephone Committee and each Board member with an up-to-date list at the meeting following any change to the list. Seek out and greet new members and guests at weekly dances and make appropriate introductions. Be available at weekly dances and other events to provide membership applications and answer questions concerning membership.

(b.) Sunshine Committee – Organizes all aspects of the Monthly Birthday Celebration including food, decorations and recognition. Acknowledge member's illness, death in family, etc. by sending cards/flowers as needed.

(c.) Telephone Committee – Shall be responsible for contacting by telephone, or e-mail if applicable, as many members as possible to advise them of special meetings/events or other important information not published in the newsletter. The Chairperson will divide the membership list among the telephone committee members. It is the duty of each committee member to contact the members designated to them.

(d.) Decorations Committee – Shall be responsible for decorations for monthly theme parties and other special events with the exception of the Summer Boogie Blast.

3. Website Policy (11/11/03)

(a.) All officers shall be listed; officers have the choice of whether to list their phone number and/or e-mail address.

(b.) In keeping with the club's non-profit focus, ads shall not be sold or posted on the site. Links to commercial entities shall be limited to those entities that support the world of social dance.

(c.) Links to dance events and their flyers shall be limited to non-commercial events. Space for flyers is limited to those clubs with which the Music City Bop Club has a "sister" relationship, and ABA or ACSC member clubs.

UNDER CONSTRUCTION:

4. Club Newsletter.

The Club newsletter shall be called The JitterBug Jive and shall be published monthly. Newsletter content is solely the decision and responsibility of the Editor. The Editor shall adhere to dance community standards in editing any submitted article containing profanity, rumors, or otherwise not promoting the goals of the Club.

Suggested minimum contents of the newsletter are:

- a. A letter from the President.
- b. Listings and phone numbers for all Club Officers.
- c. Club news.
- d. Notice of Sister clubs dance events.
- e. A monthly calendar of dance nights, dance lessons, and membership meetings.