

**THE EAST TEXAS SQUARE AND ROUND DANCE ASSOCIATION
STANDING RULES**

Previous versions of the Standing Rules are invalid.

I. EXECUTIVE COMMITTEE

- A. The Executive Committee shall be the elected officers of the East Texas Square and Round Dance Association (ETSRDA). (The President, Vice President, Treasurer, and Secretary).**
- B. The Executive Committee must meet prior to each quarterly meeting of the ETSRDA. Preferably one to two weeks before the quarterly meeting. Minutes of the previous quarterly meeting and the Treasurers report should be reviewed by the Executive Committee before the quarterly meeting.**
- C. The President shall appoint a slate of officers to fulfill various duties of the ETSRDA. Suggested Appointed Officers are: Chaplain, Reporter, Green Book (GB) Editor, Festival Coordinator (who works with the President and Vice President), Historian/Photographer, Insurance/Education, Parliamentarian, Promotions, TSFSRD Liaison, Teen Coordinator, and Caller/Cuer Coordinator. The President may add or delete appointed officers as necessary to accomplish the ETSRDA business.**

II. STATE DELEGATES

If the ETSRDA bank account funds exceeds \$2500, the ETSRDA Delegates may, at the discretion of the President be reimbursed up to one hundred dollars (\$100.00) per day of attendance to a Texas State Federation of Square and Round Dance (TSFSRD) meeting, not to exceed two (2) days per meeting. This restriction will apply to each of the four TSFSRD meetings (Presidents, Nominating, Conclave, and Festival). The Treasurer shall issue reimbursement checks in the amount identified by the President upon receipt of proper documentation.

III. ANNUAL FESTIVAL

- A. The Annual Festival of the ETSRDA will be held on the fourth weekend of March each year, except in the case of Easter occurring that weekend. When Easter occurs on that weekend, the Festival will be scheduled on the nearest weekend for which the facilities can be secured.**
- B. The Annual Festival consists of Friday activities and a Friday night dance, Saturday activities, and a Saturday night dance.**
- C. The Chairman of the Festival shall be the President of the ETSRDA. The Vice President shall be the Assistant Festival Chairman and may assume Festival responsibilities at the discretion of the President.**
- D. Callers and Cuers should not be restricted to the East Texas Callers and Cuers Association (ETCA) for Saturday night Dance. The Friday night Dance is ETCA Callers and Cuers only.**
- E. Dance pre-registration and door donation amounts for Friday and for Saturday will be established by Executive Committee each year. Teen donations for those 18 and younger will be approximately ½ price. (Amended June 22, 2024)**

- F. A limit of \$650.00 is the allowable ETSRDA cost for Saturday night Callers and Cuers. The Treasurer shall present contracts for signing at the September quarterly meeting the year they are Treasurer. The selection of a Caller and Cuer is for three years out, which is their year of President.**
- G. General information flyers for the next year Festival should be ready by the current year Festival.**
- H. Every attendee is expected to donate; exceptions are the Festival Callers, Cuers and their partners, for the night they call or cue; and the State Elected Officers if the Festival is a TSFSRD Official visit.**
- I. The Friday Night Door receipts will be split 50% to ETSRDA and 50% to the ETCA minus expenses.**
- J. There will be a split-the-pot for each evening with prices being 3 tickets for \$1.00; 7 tickets for \$2.00; and an arm's length for \$5.00.**
- K. There will be two rounds between tips.**
- L. Each Festival will have a Festival Evaluation Committee with a chairman appointed by the President. The committee should consist of 3 to 5 members, who collect and conduct an evaluation of completed evaluation forms. The results of the evaluation will be reported to the Board of Directors at the June quarterly meeting.**
- M. An Evaluation form, approved by the President, should be published in the GB issue preceding the Festival, and copies given to each Area Vice President for distribution, so that all ETSRDA members have a chance to participate in the Festival evaluation. Evaluation forms shall also be available at the Festival. Completed evaluation forms can be returned to the Area Vice presidents or deposited in the collection box at the Festival. The Festival Evaluation Committee Chairman will assume responsibility for the forms at the discretion of the President.**
- N. On Friday of the Festival a potluck lunch will be held for all who wish to participate. Participants will provide a dish of their choice. The ETSRDA will furnish tea, coffee, and ice as well as plates and flatware. The potluck lunch is not a requirement and is subject to the desires of said Officers and participants each year.**
- O. A committee to negotiate for the ETSRDA Festival will consist of the President, Vice President, and the Treasurer who take office on July 1st. Facilities should be booked as far ahead as possible from the actual date of that festival.**
- P. FESTIVAL CALLERS/CUERS**

The President of the ETCA is required to send a list of Callers and Cuers by December quarterly meeting who will be available to call Friday night of the Festival.

IV. SQUARE DANCER(S) OF THE YEAR

- A. Square Dancer of the Year is an honor awarded to an individual dancer or a dance couple within the ETSRDA.**
- B. The deadline for submitting a completed form is February 15th of the current year. Forms must be mailed to the President of each ETSRDA club by January 1st.**

- C. The Square Dancer of the Year is selected from the submitted nominations by the members of the Square Dancers of the Year Committee. The committee consists of the ETSRDA President, Vice President and the two previous recipients. The ETSRDA president shall make sure that the committee is functioning and nominations forms are submitted on time.**
- D. Square Dancer of the Year nomination forms will be distributed by the ETSRDA Secretary at the December quarterly meeting or mailed to any club President not represented at the meeting by January 1st. Square Dancer of the Year nomination forms should be published in the September edition of the GB.**
- E. The nomination for Square Dancer of the Year shall contain the name of the nominee(s), a snapshot (if at all possible), a concise statement of 25 words or less about the nominee(s) qualifications, the name of the nominating club or individual, and the reason for the nomination.**
- F. The nominee(s) does not have to be a member of the nominating club, but must be a member of a member club of the ETSRDA.**
- G. Callers, Cuers, previous recipients and current ETSRDA elected officers are not eligible for this honor.**
- H. The Square Dancer of the Year award is made during the Saturday night dance of the annual ETSRDA Festival.**
- I. The award should be an engraved trophy and a gold bar to be worn on the recipients' badge. The ETSRDA President is responsible for securing and presenting the award.**

V. THE GREEN BOOK

- A. The GB is the publication of the ETSRDA. The GB is mailed to the members of each club in the ETSRDA, associate members, designated TSFSRD Officers and individual subscribers.**
- B. Policy, as stated on the back cover of each issue, is as follows:**
 - 1. The GB is published 2 times per year beginning July 2026 (revised December 6, 2025) and financed by the ETSRDA.**
 - 2. The GB editors reserve the right to omit, reject, condense, or rewrite any and all materials submitted for publication.**
 - 3. All articles and ads must be submitted 35 days prior to mailing date. All ads must be camera-ready and accompanied with payment or ad will not be published. Deadline dates are February 15, May 15, August 15, and November 15. (Amended September 2023)**
 - 4. Editorials and comments printed are those of the writers and staff and do not necessarily reflect the views of the ETSRDA.**
 - 5. Advertising fees shown below are set by the ETSRDA. All advertising submitted is subject to approval of the ETSRDA. Advertising fees are based on camera-ready copy. All fees are due and payable when submitted. Any fee charge must have ETSRDA approval. Yearly subscription for persons not a member of an ETSRDA club is \$25.00.**

ADVERTISING FEES

	Per Issue
	Member / Non-member
One-half Page (5 ½" x 4")	\$20.00(\$30.00)
Full-page (5 ½" x 8")	\$35.00 (\$50.00)
Birthdays/Anniversaries	\$1.00
(Amended December 2020)	

One year run same copy advertisement each issue

	Member / Non-member
One-fourth page (2 ¾" x 4")	\$60.00 (\$90.00)
Full-page (5 ½" x 8")	\$90.00 (\$150.00)
Memorials/Thank You for Your Service	\$5.00
(Amended December 2020)	

C. Any change in publication dates, policies, or fees must be approved by the Board of Directors before becoming effective. The change(s) will be submitted by the Board of Directors as a recommendation of the Executive Committee or by a specially appointed committee to study the changes and make recommendations.

VI. The Vice President is authorized to purchase and present the out-going President, a token of appreciation for their service to ETSRDA.

VII. A single delegate to the ETSRDA has only one (1) vote.

VIII. AUDITS

A. The President shall appoint an audit committee before June 15th from among the membership of the voting Delegates, to audit the ETSRDA books.

B. The audit will take place after the June bank statement has been posted by the bank and has been reconciled by the Treasurer.

C. The out-going Treasurer cannot hand-off the ETSRDA books to the incoming Treasurer until the audit is complete and any findings are resolved. This means the out-going Treasurer must handle all ETSRDA financial transactions until the in-coming Treasurer has the books.

IX. Anyone requesting reimbursement from ETSRDA must complete forms ET-0-8 or ET-0-9 and submit completed forms to the ETSRDA Treasurer. The forms are available from the Treasurer.

X. Couples holding office in the ETSRDA shall hold the office jointly.

XI. DUES

A. The By-Laws of the ETSRDA provide for dues to be assessed to the Clubs and for each Club member and associate members, as defined in Constitution Article IV, Sections 1 & 2.

B. As of May 2024, dues are set at \$15.00 per member and \$15.00 per associate member of each ETSRDA Club or Associate Club; plus \$15.00 per Club or Associate Club per year or any part thereof. (Amended December 2023)

XII. ETSRDA will make a \$50.00 donation to the TSFSRD Teen Scholarship Fund for any ETSRDA President or past President who passes away.

XIII. OFFICER ATTIRE

The incoming President can design a dress and a coordinated shirt that can be worn during their year as President by the Elected Officers; The President can select a seamstress to fabricate the dress and shirt using material colors of their choice (main color will be ETSRDA Green). Appointed Officers can create dresses of their own design with a coordinated shirt for the man, using fabric of 3 (or more) colors (main color will be ETSRDA Green).

XIV. PRESENTATIONS

All Presenters must contact the President prior to the ETSRDA Quarterly meeting to be placed on the meeting agenda. All Presenters on the agenda will be limited to ten (10) minutes to make their presentation. Any Presenter not on the agenda will be limited to five (5) minutes.

XV. SUSPENSIONS

A motion to suspend the bylaws of the East Texas Square and Round Dance Association, Inc., can only be for a period of one fiscal year, with a fiscal year being defined as July 1st through June 30th of the next successive year. It will require a new motion at the June meeting of the Board of Directors before the ending of that fiscal year to suspend the bylaws for another year. A review of the purpose behind the suspension of the bylaws should be conducted by the Executive Committee before the motion to suspend the bylaws for another fiscal year is presented to and voted on by the Board of Directors. A notice to revisit the suspension of the bylaws must be sent to all of the Board of Directors by US postal mail two weeks before the meeting to suspend the bylaws. (Amended December 2025)

APPROVAL

[Handwritten Signature]

President

3/27/24

Date

[Handwritten Signature]

Secretary

3/27/26

Date

[Handwritten Signature]

Parliamentarian

3-28-26

Date