

# Constitution and By-Laws of the Chaska Figure Skating Club

(Adopted: October 1, 1994. Revised August, 1998; Revised February, 2001; Revised March, 2008; Revised June, 2013; Revised October, 2014; Revised June, 2016; Revised November, 2022)

## ARTICLE I

SECTION 1. Name: The organization shall be known as Chaska Figure Skating Club. The name may be abbreviated "Chaska FSC" or "CFSC".

SECTION 2. Incorporation: The club was incorporated under the laws of the State of Minnesota.

SECTION 3. Officers of Incorporation: The four officers of the Club shall be the four officers of incorporation.

SECTION 4. Corporate Seal: The Club shall have no corporate seal.

SECTION 5. This club shall have its headquarters at the Chaska Community Center Ice Arena, 1661 Parkridge Drive, Chaska, MN 55318, and the club may have offices at such other places as the Board of Directors shall determine from time to time.

## ARTICLE II

SECTION 1. Purposes of the club are:

- a. To encourage the education, instruction, practice and advancement of young people under age 18 in skating skills (previously called moves in the field), singles skating, pairs skating, synchronized skating, ice dance and all types of figure skating.
- b. To encourage and cultivate a spirit of fraternal feeling among ice skaters.
- c. To sponsor, to produce or cooperate in the production of amateur ice carnivals, shows, exhibitions, and local and national competitions.
- d. To do and perform such other acts as may be necessary, of this organization and to carry out the general policies of the United States Figure Skating Association.
- e. To develop, administer and abide by a mission statement that embraces the above purposes of the club.

SECTION 2. Discrimination. The Chaska FSC shall not discriminate on the basis of race, color, creed, religion, gender, national origin, age, marital status, or skating ability.

## ARTICLE III

SECTION 1. Officers shall be President, Vice President, Secretary, and Treasurer. The offices of Secretary and Treasurer may be combined.

## ARTICLE IV OFFICERS

SECTION 1. Duties of President. It shall be the duty of the President to take charge of the club; to preside at all meetings of the club and of the Board of Directors. The President shall have the entire supervision and management of the club and its property upon the action of the Board of Directors; the power to suspend any member for violating the by-laws or Regulations of the Club, upon approval of the Board; to call special meetings and club meetings.

The President together with the Secretary shall sign all agreements and contracts made by the Club, upon approval of the Board of Directors.

SECTION 2. Duties of Vice-President. It shall be the duty of the Vice-President to assist the President in the discharge of his/her duties and to assume those duties or officiate in the President's absence.

SECTION 3. Duties of the Treasurer. The Treasurer shall have charge of the funds of the club and shall keep a record of all receipts and disbursements and shall render a written report monthly or when requested by the Board of Directors or President. Disbursements shall be made only upon vouchers for purchases which have received prior approval from the Board of Directors. The Board of Directors shall have the power to appoint an acting Treasurer. The funds shall be deposited in the name of the club in a bank approved by the Board of Directors. All disbursements shall be signed by the Treasurer or President or another designated member of the Board designated by the Board of Directors.

SECTION 4. Duties of the Secretary. It shall be the duty of the secretary to keep the minutes of the meetings of the club and of the Board of Directors and to supervise all reports and documents connected with the business of the club; to supervise keeping a roll of membership together with dates of their election and a record of all members elected, deceased, suspended or expelled.

In the absence of a Membership Chair, the Secretary shall receive all applications of membership and shall notify the applicant if rejected.

The Secretary shall supervise and maintain records of all correspondence of the club, prepare and issue notices of all meetings of the club and Board of Directors.

SECTION 5. Officers: The initial President, Vice President, Secretary, and Treasurer (which may be combined at the Board of Directors' discretion) shall be elected by the Board of Directors at their first regular meeting, by ballot, and shall hold office for two years or until their successors are chosen. Thereafter, officers shall be elected at the annual meeting as stipulated under ARTICLE VI. The board may elect members of the Board to fill any or all offices, or elect a member of the Board ex-officio with the right to attend and to appoint an assistant, either from inside or outside the membership to assist the Treasurer/Secretary in their duties.

## ARTICLE V BOARD OF DIRECTORS

SECTION 1. Number of Directors. There shall be a Board of Directors which shall be composed of not less than three nor more than fifteen regular or sustaining members of the club and no more than one person per family. This number includes the officers. One restricted person, one ineligible coach, and coaches with eligible status may serve as directors as long as they do not collectively constitute a majority of the Board of Directors. No eligible coach may serve as an officer.

SECTION 2. Term of Office. One-half of the Board, or as nearly thereto possible, shall be elected each year at the regular meeting of the membership. Board members shall serve for a period of two years. Newly elected Board members shall assume the position the first of the month following their election

SECTION 3. Attendance. All Board members are required to attend at least six regular meetings per year. If this attendance requirement is not met, the remaining Board members shall determine whether that person shall continue in his/her elected position.

SECTION 4. Membership. All Board members must be home club members of the Chaska FSC, and must be either a home club skater (including coaches), the parent of a home club skater, a USFS official, or a previous CFSC board member/key position holder.

SECTION 5. Nominations. The candidates for the Board shall be nominated by a nominating committee appointed by the Board of Directors and also by nomination in regular meeting of the membership. Members of the Board of Directors will be elected to replace those whose terms expire. If a directorship becomes vacant, the Board may appoint a club member as a director for the balance of the year. At the next regular annual meeting of the membership, a director may be elected for the unexpired term, if any.

A. Number of members. There shall be a nominating committee of three members who shall be appointed by the Board two months prior to the annual meeting.

B. Duties. The nominating committee shall nominate candidates for officers and Board of Directors for all seats vacant or term has expired.

C. Other Nominations. Any three members in good standing may nominate other candidates for any office by mailing names of such candidates with the office for which they are nominated to the nominating committee at least two weeks prior to the annual meeting. Such nominations shall be subscribed by the members nominating. No candidate shall be elected to any office unless he/she has been nominated as herein provided and shall have consented to such nomination.

D. No member of the nominating committee may be a candidate on the ballot for the year they serve on the nominating committee.

## ARTICLE VI ELECTIONS

SECTION 1. A. Officers. The President, Vice, President, Secretary, and Treasurer shall be elected by at the annual meeting and shall hold office for two years. The offices of Secretary/Treasurer may be combined at the Board's discretion.

B. Board of Directors. Members of the Board of Directors shall be elected at the annual meeting and shall hold office for two years or the remainder of an unexpired term. Newly elected Board members shall assume the position the first of the month following their election.

C. Method of Voting. Vote shall be by ballot at the annual meeting. The one receiving the greatest number shall be elected by majority vote of voting members in good standing present at the annual meeting. A voting member is defined as a home club skater (including coaches). Home club skaters 16 years of age or older may cast their own vote. A parent may cast a vote for a home club skater under 18 years of age. One vote is allowed per

each home club family. In the event of a tie, the winner of the election shall be determined by flipping a coin.

## ARTICLE VII POWERS AND DUTIES OF THE BOARD OF DIRECTORS

SECTION 1. Meetings. The Board of Directors shall meet at least once a month, during the skating season. The date of such meetings shall be stated by the President, or in his/her absence, the Vice-President. Any two (2) members of the Board may call a Board meeting upon written notice to all members of the Board at least three days prior to the meeting. The notice shall state the date and location of the meeting, purpose for which the meeting is being called, and the names of the two members requesting the meeting.

SECTION 2. Special Meetings. The secretary shall call special meetings at the direction of the President, or upon written request of (2) club members in good standing. A minimum of 3 days notice is required.

A. Special meetings may be held in person, via web meeting or via e-mail.

1. For a web meeting, an e-mail must be sent to all board members stating the scheduled date, time, and phone number or web address.

2. For an e-mail meeting, the e-mail must be sent to all board members. The e-mail meeting is called to order with a message from the President containing a subject line or equivalent stating "Call to order," and the body of the e-mail beginning with "The e-mail meeting will come to order." To conduct an e-mail vote, a ballot is set to all board members stating exactly what is being voted upon. The ballot should clearly designate the choices. Here are two examples:

I vote \_\_\_\_\_ (fill in "yes", "no," or leave blank).

I vote for \_\_\_\_\_ (fill in "Jones," "Miller," or leave blank).

Votes must be submitted within 24 hours and will be tabulated to produce a report that accompanies the announcement of the result. Minutes consist of the full transcript of the meeting, comprising all of the e-mail messages that were a part of it.

These meeting types are to be used only for topics that have been previously discussed at regularly scheduled board meetings, but needed additional or follow-up information, or topics requiring action prior to the next regularly scheduled meeting.

SECTION 3. Quorum. A simple majority shall constitute a quorum.

SECTION 4. Authority. The Board of Directors shall have authority to manage the affairs and finances of the club and have general control of its property. All rights and powers connected therein shall be vested in them.

SECTION 5. Rules. The Board of Directors shall make such rules as they deem proper respecting the use of the club's property, control and manage use of club funds and finances, prescribe rules for the admission of new members, fix penalties for offenses against the rules and make rules for their own government and for the government of committees appointed by them. All rules are subject to vote and approval by a simple majority of voting Board members.

SECTION 6. Appropriations. All appropriations from the funds of the club shall be made by the Board of Directors.

SECTION 7. Audits. The Board of Directors shall audit records of the Secretary, Treasurer, and of the committees, if any.

SECTION 8. Indebtedness. The Board of Directors shall have the power to limit the indebtedness of a member of the club.

SECTION 9. Candidates for Membership. The Board of Directors shall approve to membership in the club as hereinafter provided. Such approvals must be by vote at a regular meeting of the Board and carry a simple majority to favor a candidate for membership. Any motion to reject membership of a candidate must be based on cause and effect and allow a period equal to the span of time between the motion to reject and the next regularly scheduled Board meeting before an action of vote may be taken. A simple majority shall validate cause for rejection. A rejected candidate shall be ineligible for membership for a period of three (3) months. Such candidate then may apply again for membership under the normal terms and conditions applicable to any request for membership.

SECTION 10. Suspend or Expel. The Board of Directors shall have the power to suspend or expel any member for violation of the constitution or by-laws, for conduct which they deem improper and injurious to the club, or in direct contradiction to the purpose and mission statement of the club. To suspend or expel must be based on cause and effect, be in the form of written call for action of the Board, and carry a period equal to the span of time between the meeting of call for action and the next regularly scheduled Board meeting. A simple majority shall validate suspension or expulsion. No member may be suspended or expelled for longer than thirty (30) days without the benefit of a hearing before the Board. An expelled candidate shall be ineligible for membership for a period of three (3) months.

SECTION 11. Readmit to Membership. The Board of Directors may at a regular meeting readmit to membership any former member whose resignation has been accepted with the payment of the membership fee. Such readmission must be by vote and carry a simple majority to accept or reject. No rejected candidate shall be again proposed for reinstatement for three (3) months after rejection.

SECTION 12. Drop and Reinstatement to Membership. The Board of Directors may hereinafter provided drop from the roll any delinquent member and also may reinstate such members as hereinafter provided. Such reinstatement must be by vote and carry a simple majority to accept or reject. No rejected candidate shall be again proposed for reinstatement for a period of three (3) months after rejection.

SECTION 13. Standing Committee. The Board of Directors shall appoint all standing committees with full authority over them except as hereinafter provided and shall appoint such other committees as they shall deem necessary.

SECTION 14. USFSA Delegate. The Board of Directors shall elect a delegate or delegates to the USFSA. The club Secretary shall inform the Association's Secretary of the name and address of the delegate elected. Said delegate shall be the representative between the Club and Association and shall attend the Association's meetings, either in person or by proxy. The Board may, as it sees fit, pay the traveling expenses of the delegate to the Association meetings. If no delegate is elected, the club Secretary shall assume these responsibilities.

SECTION 15. Clerical Assistance. The Board of Directors shall have the authority to make, at their discretion, appropriations for clerical assistance to the Secretary. Such move to allocate funds shall be in the form of a formal vote and carry a two-thirds (2/3) majority of the Board for approval.

SECTION 16. Expenditures and Revenue. The Board of Directors shall, upon request, prepare and submit to the annual meeting a program of anticipated expenditures for the upcoming year together with proposals of sources of revenue to meet same.

SECTION 17. Board Member Limitations. The position of Board member or officer shall be ipso facto vacated:

1. if he/she is convicted of a criminal offense.
2. if in by writing to the club he/she resigns his office.
3. if he/she is no longer a member of the club.
4. if he/she is no longer eligible to hold office.
5. If he/she is suspended or expelled from Club membership.

SECTION 18. Board Member Code of Conduct. Members of the Board of Directors must abide by the Code of Conduct hereinafter stated. All Board members are required to conduct themselves and their behaviors commensurate with the Mission Statement of the Club, and its policies and procedures. Each Board member must set a personal standard of action so as to address issues of best interest for the membership of the club.

- A. Directors shall focus on and act in accordance with strategies and direction promoting club growth at all levels and varieties of skating rather than on competitive ranking of individual skaters.
- B. Directors shall encourage and support participation in all club sponsored events, exhibitions, carnivals, fund-raising activities, club off-ice activities and test activities, emphasizing importance of sportsmanship and teamwork while downplaying pressure to win or emphasizing the competitive ranking of individual skaters.
- C. Directors shall abide by the belief that the primary value of the club lies in self-development of the skaters and encourage and promote use of all Club-approved coaches.
- D. Directors shall communicate their true concerns, opportunities for improvement of the club, benefit, or risk to our skaters directly to other members of the Board.
- E. Directors will understand and respect differences of opinion, individual voting rights and privileges of other Board members and set a standard of excellence to be modeled for the common membership of the club.
- F. Directors will use the Mission, Objective, Strategy, and Measures outline for the general operation of the club.
- G. Directors will adhere to a confidentiality rule that what is a Board issue remains a Board issue and will not be communicated within or outside the Club unless a Board-agreed upon policy allows for the distribution of such information.
- H. Directors shall meet the Expectations of Board Members as noted by policy within the club.

SECTION 19. Failure to Comply with Code of Conduct. The Board of Directors may at the request of no less than three (3) Board members review a failure to comply with code of conduct allegation(s). Such allegation(s) must be in writing, evaluate only the facts of indiscretion, have no conflict of interest in the impact of such allegation(s) or indiscretion, and clearly impact the

common good of the membership at large. Review will take place at a closed session of the Board and both allegation(s) and rebuttal will be heard in person from the parties involved. Resolution will be in the form of a call for action motion and require a second. The motion will be tabled for a period of time equal to the span of time between the meeting of the call for action and the next regularly scheduled Board meeting. At the following board meeting a simple majority shall validate the call for action. There will be no appeal of the decision of the Board and if allegation(s) are validated, the offending Board member shall be suspended from the Board for a period of three (3) months. Upon completion of the three-month suspension, said Board member may again rejoin the board, if eligible to do so.

## ARTICLE VIII MEMBERSHIP

SECTION 1. Application for New Membership. Each candidate for home, associate, and reciprocal membership must be proposed by candidate in the form of a membership application. Membership must be subscribed by the candidate, must state his/her name, address, and include an agreement to comply with the constitution and by-laws. All applications for new membership must have been seen by the Membership Chair, or by the Secretary if there is no Membership Chair, at least ten (10) days prior to the meeting of the Board of Directors at which action is taken thereon, and the Secretary shall immediately refer the application to the Membership Committee.

SECTION 2. Renewal of Existing Membership. Renewal of existing membership with or without change in membership status shall be presented to the Board by the Membership Chair, or by the Secretary in the event there is no membership chair, for approval. Submission of candidates shall be in writing to the Board members no less than ten (10) days prior to the Board meeting at which Board action will be taken thereon.

SECTION 3. Transfer of Home Club Status to Another Club. Any member transferring home club status to another club relinquishes his/her membership in CFSC, and must reapply for membership as an associate or reciprocal member, including the payment of the membership fee, if they wish to remain a member of CFSC.

SECTION 4. Withdrawal of Membership. Any person applying for membership may withdraw their application within two (2) weeks, and receive a full refund of their membership fee, minus any amount applied toward ice contract skated, exhibitions skated, etc.

SECTION 5. Arrears for Dues or Ice Contracts. Any member in arrears for dues, or other indebtedness shall be notified by e-mail and/or US mail by the Secretary at his/her last known address. With the approval of the Board, the Secretary may act in concert with or delegate to the Treasurer or Ice Coordinator any action necessary in successfully carrying out the collection of funds in arrears. If the amount posted is not paid in full or arrangements have not been made to make payment within thirty (30) days thereafter, the name of the delinquent shall be reported to the Board of Directors at the next scheduled meeting. The Board of Directors may drop from the roll or delete from the current membership list any delinquent member. A member dropped from the roll for non-payment may, upon payment of same, at the discretion and with a simple majority vote signifying approval of the Board of Directors, be reinstated to full membership.

SECTION 6. Arrears for Dues Restriction. No member in arrears beyond thirty (30) days shall

be eligible to hold office, or entitled to vote, or to enter any club tests or competitions, or to participate in skate shows, exhibitions, or carnivals.

SECTION 7. Resignation. Any member not in arrears for dues, or other indebtedness, may tender written resignation of his/her membership to the Membership Chair, or to the Secretary if there is no Membership Chair, who shall in return report this to the Board of Directors at their next meeting for their action.

SECTION 8. Responsibilities for Guests. Members shall be responsible for the conduct and indebtedness of all persons admitted to the club's property at their request.

SECTION 9. Board Approval for Competition and Exhibition. No member or members of the club shall make entry in the name of the club in competition or exhibition except with the approval of one or more of the Executive Officers.

## ARTICLE IX CLUB MEETINGS

SECTION 1. Time. There shall be one annual stated meeting each year. A stated meeting shall be held in the month of May.

SECTION 2. Special Meetings. The secretary shall call special club meetings at the direction of the President, or upon written request of no fewer than 10% of members having the right to vote, or, in the case of the club's membership roll being less than 50, of no fewer than 5 club members having the right to vote, in good standing.

SECTION 3. Quorum. Ten (10) % shall constitute a quorum for the transaction of business.

SECTION 4. Notices. Notices of stated and special meetings shall be posted by the Secretary at least ten days in advance on the club's bulletin board.

SECTION 5. Rules of Order at Meetings. The rules contained in *Robert's Rules of Order, Newly Revised*, shall govern all meetings of the Board of Directors in all instances in which they are applicable and in which they are not inconsistent with these by-laws.

## ARTICLE X ADOPTION OF CONSTITUTION AND BY-LAWS

SECTION 1. New Club Procedure. An acting chairman shall call the club together and request the adoption of the embodied Constitution and By-laws. Nominations shall be requested from the floor for Board Member. Method of voting shall be as herein provided for.

## ARTICLE XI AMENDMENTS TO BY-LAWS

SECTION 1. These by-laws may be amended by two-thirds (2/3) vote of the Board of Directors at any regularly constituted meeting thereof.



ARTICLE XII  
ORDER OF BUSINESS

SECTION 1. Sequence. At stated and special meetings, the usual order of business shall be:

1. Roll
2. Reading of minutes of previous meeting
3. Reports of Officers
4. Reports of Committees
5. Election of Officers
6. Unfinished Business
7. New Business
8. Adjournment

ARTICLE XIII  
ORDER OF MOTIONS

SECTION 1. Order of Motions. When a question is before the meeting, no motion shall be entertained except:

1. To adjourn
2. Lay on the table
3. The previous question
4. To postpone
5. To commit
6. To amend

ARTICLE XIV  
GRIEVANCE AND DISCIPLINARY PROCEEDINGS

SECTION 1. Filing a Grievance Method of Procedure. All grievance and disciplinary procedures shall be filed and resolved pursuant to the procedures outlined in this section.

A. Any member(s) having a complaint(s) against another member for the infraction of any law or rule, other than skating rules, as for conduct injurious to the welfare of the club, may report the same in writing to the Executive Officers of the Board of Directors. This written grievance shall:

1. Set forth in clear and precise language the name of the "Respondent", the date of the alleged infraction, and the facts of the grievance, together with the names of witnesses, if any.
2. Identify cause and effect of the alleged infraction and the impact such alleged infraction has on the membership of the club.
3. Call for specific remedy for such alleged infraction.
4. Provide a statement of action taken by the "Grievant(s)" to attempt to resolve the

matter with the "Respondent" in accordance with the club rules and by-laws.

B. Grievance must be filed within thirty (30) days of the occurrence, or discovery of the alleged infraction, whichever is later.

C. Grievance must identify the club rule, policy, or by-law violated.

SECTION 2. Action of the Board. Upon receipt of such grievance, the Executives of the Board of Directors shall:

- A. Be held accountable to investigate and determine required action within ten (10) days of receipt of notice from "Grievant(s)".
- B. Upon deciding merit and course of action to grievance respond to "Grievant(s)" as such, and notify the full Board of Directors.
- C. Notify the "Respondent" complained of in the grievance no more than seven (7) days after completing review of grievance and call both "Respondent" and "Grievant(s)" to appear before the Board along with any witnesses on behalf of each party.
- D. Bring to the Board of Directors during the next regular meeting of the Board the grievance with cause and effect and hear in person both allegation(s) and rebuttal from the parties involved.
- E. Decide a resolution to the grievance and any action to be taken.
- F. Call for action by the Board in the form of motion. Any vote for action shall carry a cooling off period equal to the span of time between the meeting of call for action and the next regularly scheduled Board meeting. In certain serious circumstances, temporary action may be initiated immediately, with final action taken after the cooling off period. A simple majority of voting Board members will decide the issue.

SECTION 3. Appeal. An appeal of the decision of the Board of Directors may be taken to the Club within seven (7) days thereafter, by serving the Secretary a written notice of such appeal.

The following process will apply:

- f. A special meeting of the eligible voting membership shall thereupon be called for consideration of the appeal.
- g. A two-thirds (2/3) majority of eligible voting members present shall be necessary to reverse the decision of the Board of Directors.
- h. There will be no further appeals. The decision of the eligible voting membership of the club is final.

## ARTICLE XV FEES, DUES, AND ASSESSMENTS

SECTION 1. Fees, Dues, and Assessments. The Board of Directors shall set the membership rates and contract rates for ice sessions, exhibitions, testing, and competitions.

SECTION 2. Subscription of Skating Magazine. One subscription per home club family is included in the registration fee.

SECTION 3. Individuals and organizations may donate money for the benefit of a specific individual skater's account so long as (a) the intent to benefit an individual rather than the club as a whole is made clear by the donor and (b) such intent is articulated contemporaneously with the donation. All donations that do not meet both criteria (a) and (b) shall be the property of the club, and are to be used as determined by the board.

SECTION 4. Fundraising may be allowed to assist skater families with skating expenses and expenses above and beyond regular skating fees (i.e. expenses related to State Games of America, regional training camps, etc.). These fundraisers must be approved by the board, and specifically stated to the membership as to their purpose. Money from these fundraisers will be allocated by the board to individual skater accounts or to group expenses related to the event.

ARTICLE XVI  
POLICY FOR PROFESSIONAL COACHING STAFF CLUB PRO AND GUEST PRO

SECTION 1. Policy for Club Pro. All home club member coaches and associate member coaches have the responsibility to familiarize themselves with the policies of the club, and shall sign the Professional Coaching Agreement and Registration for CFSC Home Club and Associate Club Coach document as acknowledgement of the terms and conditions for coaching within the Chaska Figure Skating Club. Copies of all signed documents are to be maintained by the Secretary or Pro Liaison.

SECTION 2. Policy for Club Guest Pro. All guest club coaches have the responsibility to familiarize themselves with the policies of the club, and shall sign the Professional Coaching Agreement and Registration for CFSC Guest Coach document as acknowledgement of the terms and conditions for coaching within the Chaska Figure Skating Club. Copies of all signed documents are to be maintained by the Secretary or Pro Liaison.

SECTION 3. Failure to Comply. Failure to sign the coaches' policy document will immediately prohibit any home club, associate club, or guest club coach from conducting lessons on club sponsored, contracted, or reserved ice. Notification of a violation of club policies by any coach must be submitted to the Board of Directors in writing within ten (10) days of the occurrence of the alleged violation. The Board must notify the maligned coach of the allegations within five (5) days of receipt of the complaint.

All grievances will subsequently be settled under the terms and conditions outlined in Article XIV, Sections 1 through 3 of the Chaska Figure Skating Club By-laws. As decided and approved by the Board of Directors, violation of the terms of the Professional Coaching Staff Rules may result in suspension of all coaching privileges on CFSC sponsored, contracted, or reserved ice.

ARTICLE XVII  
DISSOLUTION

SECTION 1. Dissolution. Should the Board determine that it is no longer feasible logistically, financially, or otherwise for the organization to remain in existence, the Board may entertain a call for action to dissolve.

SECTION 2. Call for Action. The intent to call for action to dissolve must be communicated to all Board members at least 2 weeks prior to the meeting at which the motion will be made. The call for action shall be made in the form of a motion at a regularly scheduled Board meeting. Any vote for action shall carry a reconsideration period of time equal to the span of time between the meeting of call for action and the next regularly scheduled Board meeting. A 2/3 majority of voting Board members is required to carry the motion.

SECTION 3. Reconsideration Period. Should the call for action to dissolve the Chaska Figure Skating Club carry, the reconsideration period will commence. The reconsideration period will continue until the next regularly scheduled Board meeting. During this time, due diligence will be carried out by the Board to identify all financial liabilities of the club, identify all accounts

receivable due the club, and inventory all property of the club. This information is to be presented to the Board at the next regularly scheduled meeting.

SECTION 4. Action. During the next regular meeting of the Board, the information collected during the reconsideration period shall be presented to the Board. Upon review of this information, the Board may entertain a motion to dissolve. A 2/3 majority of voting Board members is required to carry the motion.

SECITON 5. Dissolution. If the motion to dissolve the organization carries by the required 2/3 majority, the Board will have 90 days in which to complete the process of financial reconciliation. This process will include settling all debts of the organization, good faith effort to collect all accounts receivable, and sale or disposal of all club property. Any moneys remaining after this process is complete will be donated to the Twin City Figure Skating Association, the Minnesota Skating Scholarship, the United States Figure Skating Memorial Fund, and/or some other tax exempt skating organization. It shall be the duty of the Officers of the Board to make certain that the dissolution is by operation of state law, and that all required notifications and reports are filed, including the filing of any tax returns.