

The Ballroom Dancers' Federation



General Rules – January 2019

(Revised AGM 2018 – all previous Rule Books rescinded)

Index

Contents	Rule number
Name	1-2
Objects	3-4
Membership	5-7
Subscriptions	8
Management of the Federation	9-12
Election of the Executive Committee	13-19
Powers of the Executive Committee	20-25
Meetings	26-30
Expulsion of members	31-32
Grants	33

Name

1. The Name of the Body shall be the “Ballroom Dancers’ Federation”.
2. As membership of the Federation does not constitute a teaching qualification, the title Ballroom Dancers’ Federation must not be abbreviated to the letters B.D.F., when used on professional stationery or in professional advertisements.

Objects

3. The Objects of the Federation will be:
 - (a) To foster the spirit of good fellowship and sportsmanship and to protect the interests of competitors, demonstrators, adjudicators, teachers and coaches.
 - (b) To further the goodwill and co-operation between the Federation, the British Dance Council, the World Dance Council and all who utilise the services of Federation members.
4. The Federation shall be non-profit making.

Membership

5. The B.D.F. is a British Federation and as such members must fulfil the following criteria to be eligible for membership:
 1. Be a British Citizen or be eligible to hold a UK Passport or be resident in Great Britain. (For the purposes of these rules, Great Britain includes Northern Ireland, as is the case with the British Dance Council).
AND
 2. ...meet one or more of the criteria listed in Rule 6.

6. Membership shall consist of the following categories:

CATEGORY	CRITERIA	BENEFITS
Honorary Life	please refer to Rule 21	Full Benefits of membership
Full	Professional dancer or have a Professional interest in Competitive dancing (Amateur Competitors may not apply for Full Membership)	Full Benefits of membership
Associate	Amateur dancer/competitor	Full benefits with the Exception of voting rights And nomination onto the EC
Affiliate	Associations	Members of Affiliated Associations will not Automatically be members of the BDF
Amateur Registrants	Amateur dancer/competitor	Representation at the British Dance Council. (Amateur Registrants are not entitled to voting rights, nomination for election onto the Executive Committee or attendance at General Meetings)

7. Every candidate for full membership shall be proposed and seconded by members of the Federation. His/Her full name, address and the names of the proposer and seconder shall be communicated in writing to the Honorary Secretary who shall cause these particulars to be exhibited in the Federation's Offices, and in due course be presented to the Executive Committee for ratification. One month must elapse from acceptance before new members are entitled to vote.

Subscriptions

- 8.** Every member shall pay on being admitted to the Federation the current annual subscription as indicated on the membership form which will become due on the first day of March each year. Each member's annual subscription shall be deemed to be a debt due to the Honorary Treasurer of the Federation for the time being. Any members more than three months in arrears with their subscription will not be allowed to participate in any of the benefits arranged for members.

Affiliate members shall pay an annual membership subscription to be decided by the Executive Committee.

Management of the Federation

9. The management of the Federation shall be entrusted to an Executive Committee.
10. The Executive Committee shall consist of the Honorary President, Honorary Vice President(s), President, Vice-President, Honorary Secretary, Honorary Treasurer, Liaison Officer, Public Relations Officer, Membership Organiser and not more than 12 committee members. With the exception of the Honorary President and Honorary Vice President(s), the Executive Committee shall be elected annually.
11. The Officers of the Federation shall consist of the President, the Vice-President, the Honorary Secretary, the Honorary Treasurer and the Liaison Officer.
12. At all meetings of the Executive Committee five shall form a quorum.

Election of the Executive Committee:

- 13.** All nominees to the Executive Committee must be members at the time of the election and must have been members for the previous two years.
- 14.** (a) Unopposed Officers offering themselves for re-election shall be elected automatically (see Rule 12). If the automatic re-election of any officer is opposed, a vote shall be taken. That position shall be filled by the candidate receiving the highest number of votes cast by members present and voting (but see Rules 16 and 17).
(b) If the number of retiring Committee Members offering themselves for re-election, together with any additional nominees for election totals 12 or less, these candidates shall be elected automatically. If the number is 13 or more, a vote shall be taken. The 12 vacant Committee Member positions shall be filled by the candidates receiving the highest number of votes cast by members present and voting (but see Rule 13). The number of votes cast for each candidate shall be read out to the meeting.
- 15.** No member shall be eligible for the Office of President, Vice-President, Honorary Secretary, Honorary Treasurer or Liaison Officer, who has not previously served on the Executive Committee in the previous two years prior to the election.
- 16.** Any Officer standing for re-election or E.C. Committee Member nominated to fill the position of an Officer of the Federation who is not elected shall automatically go forward for inclusion in the nominations for Committee Members.
- 17.** Unfilled positions shall remain vacant until the next A.G.M. elections unless the Executive Committee consider it necessary to fill them in accordance with Rule 24.

Honorary President

18. (a) Upon the recommendation of the Executive Committee, the Federation may elect at its Annual General Meeting as Honorary President either for life or for such lesser period as may be determined by election.
- (b) The Executive Committee may recommend for election as Honorary President only those members who are considered to have rendered outstanding service to the Federation whilst serving on the Executive Committee.
- (c) The Honorary President shall by virtue of his or her office be an Honorary Life Member of the Federation and a member of the Executive Committee and all sub-Committees.

Honorary Vice-President(s)

19. (a) Upon the recommendation of the Executive Committee, the Federation may at its Annual General Meeting elect one or more Honorary Vice-President(s) either for life or for such lesser period as may be determined by election.
- (b) The Executive Committee may recommend for election as an Honorary Vice President only those members who are considered to have rendered outstanding service to the Federation whilst serving on the Executive Committee.
- (c) Any Honorary Vice-President shall by virtue of his or her office be an Honorary Life Member of the Federation and a member of the Executive Committee and all sub-Committees.

Powers of the Executive Committee

- 20.** The Executive Committee shall have the power to alter, delete, or make additions to these rules or to the Constitution of the Federation as a temporary or emergency measure. Any alteration must be confirmed by a resolution carried by at least two-thirds of the members present and voting at the following Annual General Meeting, notice of which shall have contained particulars of the proposed alteration or addition.
- 21.** The Executive Committee may recommend for election as Hon. Life Member any person who in the opinion of the Executive Committee has rendered services to the Federation. Any such recommendation to take effect shall be approved by a 75% majority of members present and voting at the Annual General Meeting.
- 22.** The Executive Committee is empowered to fill any vacancy in the Offices of the Federation, following the A.G.M. or arising at a later date through resignation or retirement, from the Members of the Executive Committee, such Officers to remain in Office until the next A.G.M. elections.
- 23.** The Executive Committee is empowered to co-opt members on to the Committee. All such co-opted members shall not have the power of vote at Executive Committee meetings.

24. The Executive Committee shall have the power to suspend any member who shall offend against the rules of the Federation or whose conduct shall in the opinion of the Federation render him/her unfit for membership of the Federation. Before any such member is suspended the Honorary Secretary shall give him/her 60 days' written notice to attend a meeting of the Executive Committee, which notice shall contain particulars of the complaints made against him/her. No member shall be suspended without first having an opportunity of appearing before the Executive Committee and answering the complaints against him/her, but the member shall only have the right to appear before and be heard by the Executive Committee, if he/she gives notice of his/her desire to do so within 14 days from the date of being notified. Such suspension shall be confirmed at the next Annual General Meeting, or General or Extraordinary General Meeting following the suspension.

25. If any circumstances affecting any member be brought under the notice of the Executive Committee, which, in their considered opinion, shall be likely to endanger the welfare, interests or good order of the Ballroom Dancers' Federation, the Executive Committee shall have power to remove the name of the alleged offender from the List of Members. Subject to rules 24, 31 and 32.

Meetings

- 26.** An Annual General Meeting will be held when the following business shall be conducted:
 - (a) The presentation of the President's Report.
 - (b) To receive and, if approved, adopt a Statement of the Federation's Accounts to the end of the preceding financial year, ending February 28th.
 - (c) The Election of Officers and Executive Committee.
 - (d) Such other business as shall have been communicated to the Honorary Secretary and included in the Notice of the Meeting sent to members.

- 27.** Any proposition from members for consideration at the A.G.M. must be submitted in writing to the Honorary Secretary at least 28 days prior to the A.G.M.

- 28.** An Extraordinary General Meeting may be convened at any time by the Executive Committee or shall be convened within 28 days on the requisition of 25% of the members in writing to the Honorary Secretary stating the purpose for which the meeting is required.

- 29.** The Honorary Secretary shall at least 14 days before the Annual and General or Extraordinary General Meeting send to every member at his address in the Federation's books a notice of the meeting stating the date when, and the place where it will be held, and the business to be conducted.

- 30.** The business at a General Meeting shall be limited to that provided by these rules and those further matters specified in the Notice convening the Meeting. The quorum at any General Meeting shall be five.

Expulsion of members/Amateur Registrants

31. The Federation may expel any member/amateur registrant at the Annual General Meeting, General or any Extraordinary General Meeting.
32. Any member/amateur registrant who in the opinion of the Federation offends against the rules of the Federation, or who acts in such a manner as to bring the profession into disrepute, will be required to resign from the Federation forthwith.

Grants

33. The Ballroom Dancers' Federation will, when considered appropriate, give a grant for professional competitors, who are current, paid up members of the B.D.F., to represent Great Britain at major international events. Applicants must have held membership of the B.D.F. for six months prior to being nominated by the British Dance Council to represent Great Britain. Application for consideration of a grant must be made in writing prior to the event.