

INTERLOCKED SQUARES POLICIES DOCUMENT

Document created November 3, 2022

Last Modified on November 30, 2023

Policies set by the Interlocked Board

Membership dues are paid by calendar month at the rate of \$35/month, or \$30/month for any period of months three months or longer. If a dancer pays in advance for a dance, but does not attend, that payment does not transfer forward to a later night, unless the dancer's Membership has been extended by a Board-approved Leave of Absence.

(Approved by the Board on 10/20/22)

The "Membership fee" referenced under Article II Membership, Section 3, of the Interlocked Squares Bylaws, is \$25 for first-time members. For returning members who do not need a replacement badge, the fee is \$15. *(Approved by the Board on 12/22/22)*

Interlocked class graduates shall be offered the opportunity to pay dance fees at the same rates offered to Members for up to 6 months after completing the class. *(Approved by the Board on 10/20/22)*

The visitor's dance fee is \$12 per dancer per night for nights featuring Interlocked staff callers or other Bay Area callers or \$15 per dancer per night for nationally-known out-of-town callers. *(Approved by the Board on 10/20/22)*

Officer Duties beyond those noted in the Bylaws (responsibility for performing or delegating these functions) *(Approved by the Board on 10/20/22; amended by the Board on 11/16/23)*

- President: Serve as liaison to the Club caller(s); caller scheduling; hiring guest callers; hall procurement, sending weekly email dance reminders, serve as SCVSDA delegate or appoint someone to serve.
- Vice President: Organize refreshments, implement computer square rotation program.
- Secretary: Maintain and update the Bylaws and the Policies document.

- Treasurer: Prepare insurance submissions for Members and hall rentals; maintain Membership list (including dues payments, Leave of Absence, and Membership status).
 - Membership Chair: Obtain badges. Maintain and update Membership Application form. *(Modified from "Chairman" on 11/30/23 to match change in Bylaws approved on that date.)*
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Normal Thursday Dance Times: 7:00 – 9:30 pm. *(Approved by the Board on 10/20/22)*

Normal Thursday Dance Location: Murphy Park, Sunnyvale. *(Approved by the Board on 10/20/22)*

Joe Dehn is the Club webmaster. *(Approved by the Board in 2005 or earlier)*

Bill van Melle, Joe Dehn, and Mary Gingell are the current Staff Callers. *(Amended by the Board in 2022)*

Caller Payment *(Amended by the Board on 10/20/22)*

- Staff Callers receive \$90/night.
 - Nationally-known callers will receive \$100/night.
 - Other guest callers will receive \$80/night.
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Keeping our Community Healthy *(Approved by the Board on 11/16/23)*

- Dancers who know or suspect that they have a contagious disease (such as the 'flu', a 'cold', COVID-19, or RSV) should not attend an Interlocked Squares function until the issue has been addressed.

- Masking at Club functions is optional.

The Annual Membership meeting shall be held on the second Thursday of November unless otherwise decided by the Board. *(Approved by the Board on 11-16-23)*

Policies and other Decisions made by the Governing Body

Club Officers as of 11/3/22 *(Elected by governing body on 11/3/22)*

President: Carol Cohane
Vice President: David Morandi
Secretary: Cheryl Sutter
Treasurer: Jim Davis
Membership Chairman: Pat Ho

Club Officers as of 11/30/23 *(Elected by the governing body on 11/30/23)*

President: Carol Cohane
Vice President: David Morandi
Secretary: Todd Sprenkle
Treasurer: Patricia Ho
Membership Chair: Gloria Sakata