CONSTITUTION AND BYLAWS
OF THE
EUGENE FIGURE SKATING CLUB (EFSC)

Member Club of United States Figure Skating (USFS)

(Updated as of October 13, 2026)

Originally Adopted: October 22. 1991.
Amended: January 28, 1992; April 7, 1992; December 1, 1992; March 7, 1995; January 14, 1997; September 13, 1998; October 10, 2004; May 14, 2008; October 28, 2014; May 12, 2015; and October 13, 2026.

ARTICLE 1: NAME AND INCORPORATION

Section 1. This organization shall be known as the Eugene Figure Skating Club, Inc., hereinafter referred to as the club.

Section 2. This club was incorporated under the Laws of the State of Oregon on July 18, 1990. Amendments to the Articles of Incorporation were made January 28, 1992, to conform with section 501(c)(3) of the Internal Revenue Code.

Section 3. The four officers of the club shall be the four officers of the corporation.

Section 4. The club shall have its headquarters at The Rink Exchange, Eugene, Oregon.

Section 5. The club shall maintain membership in the Oregon Skating Council.

ARTICLE II: PURPOSE/MISSION STATEMENT

The purposes of the club are: 1) to encourage, improve, and advance figure skating in all its branches; 2) to encourage and cultivate a spirit of harmony and fraternal feeling among ice skaters; 3) to carry out the general policies of United States Figure Skating (hereinafter referred to as USFS) in accordance with the bylaws and rules of USFS and the constitution and bylaws of this club. The bylaws and rules of USFS shall have precedence.

ARTICLE III: OFFICERS

The officers shall be President, Vice President, Secretary, and Treasurer. These positions and Members at Large must be age 18 or older by July 1st of that membership year.

ARTICLE IV: DUTIES OF OFFICERS

Section 1. Duties of the President: The president shall preside at all meetings of the club and be chair of the governing board (hereinafter referred to as the board). The president shall have the entire supervision and management of the club and its property, pending the action of the board; the power to suspend any member for violating the bylaws or regulations of the club, pending the approval of the board; and to call special meetings and club meetings. The President, together with the secretary, or an appointed delegate, shall sign all agreements and contracts made by the club, upon the approval of the board.

Section 2. Duties of the Vice President: The vice president shall assist the president in the discharge of the president's duties and, in the president's absence, assume the duties of the president and officiate in the president's stead.

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 report at each board meeting and general meeting. Disbursements shall be made only for expenditures approved by the board. The board shall have the power whenever they deem it necessary to appoint an assistant treasurer. The funds shall be deposited in the name of the club in a bank approved by the governing board or in securities approved by the board. All disbursements shall be subject to verification by a second member of the board in accordance with USFS recommendations.

Section 4. Duties of the Secretary: The secretary shall keep minutes of the meetings of the club and the board; supervise and maintain the records of the club; and fulfill such other duties as directed by the president.

ARTICLE V: GOVERNING BOARD

Section 1. Number of Members: There shall be a governing board composed of the four officers of the club (president, vice-president, secretary, and treasurer), the immediate past president, and three elected at-large board members, one of whom shall be a student member of the club, as defined in Article VIII, Section 2(B). The position of 'student' at large board member may be divided between more than one qualifying student, but the position shall have only one vote on the governing board. Both student members will need to be at least age 14 by July 1st of the membership year and not older than 19 by June 30th of the following year.

Section 2. Term of Office: Officers and board members are to serve one-year terms. Elections for new officers are to take place during an annual Spring club meeting in April or May. Terms of officers are to commence July 1 and end on June 30 of the following calendar year.

Section 3. Method of Election: Candidates for offices shall be identified and recruited by board members prior to the annual Spring meeting. Further nominations may be made by club members during the annual meeting. Election of officers shall be by secret ballot during that meeting. If a vacancy occurs on the board between elections, the board shall appoint, with approval by vote of the Board, a club member to fill that vacancy for the balance of the officer or board member term.

Section 3.1. Board Representatives Duties: Board members shall nominate candidates for president, vice president, secretary, treasurer, and the three elected board positions. The slate of nominees shall be presented to the membership at the spring club meeting. The slate will be made available at least two days prior to the spring club meeting. Nominees shall have consented to such nominations. Club members may also nominate candidates for offices from the floor during the meeting, providing such nominees consent to their nomination.

ARTICLE VI: POWERS AND DUTIES OF THE GOVERNING BOARD

Section 1. Meetings: The governing board shall meet at least once a month during the skating season. Day and time of such meetings shall be arranged by the president, or in the president's absence, by the vice president. Any two (2) members of the board may call a special board meeting by contacting all members of the board by telephone call, e-mail, or written notice at least one (1) day prior to the meeting. Notice shall state the purpose for the special meeting and the names of the two (2) members requesting the meeting.

Section 2. Quorum: One (1) over half of the total members of the board shall constitute a quorum. Remote attendance counts for quorum, and their vote shall be counted as normal.

Section 3. Authority: The board shall have the entire authority in the management of the affairs and finances of the club and shall have general control of all its property. All rights and powers connected therein shall be vested in them.

Section 4. Rules: The board shall make such rules as they deem proper respecting the use of the club's property; prescribe rules for admission of non-members; fix penalties for offenses against the rules and make rules for their own government and for the government of the committees appointed by them.

Section 5. Appropriations: All appropriations from the funds of the club shall be approved by the governing board.

Section 6. Audits: The board shall audit records of the secretary, treasurer, and of committees.

Section 7. Indebtedness: The board shall have the power to limit club indebtedness proposed by a member or members of the club.

Section 8. Conflicts of Interest: Members of the governing board are expected to be alert to any conflicts of interest (particularly, but not exclusively, regarding financial matters) they may have that involve the club, club activities, or club expenditures. If a conflict – or the appearance of a potential conflict – exists, they should recuse themselves from any actions (including, but not limited to, voting on club expenditures) that could be seen or interpreted as providing them with any personal advantage or monetary benefit. For purposes of determining a quorum, any board members who have recused themselves from voting shall still be counted as being present.

Section 9. Membership Year: The membership year will be from July 1 to June 30 each year to correspond with the USFS calendar.

Section 10. Suspension or Removal of Voting Members.

A Voting Member may be suspended or removed by a majority vote of the Voting Members or by the Board of Directors for serious misconduct which adversely affects the interests or reputation of the Corporation.

Before the Voting Members or Board of Directors can suspend or remove a Voting Member, the Corporation shall provide prior written notice of the suspension or removal to the Voting Member which states the reason(s) for the suspension or removal at least fifteen (15) days prior to the meeting at which removal will be considered. Further, there must be an opportunity for the Voting Member to be heard, orally or in writing, by the Voting Members, Board of Directors, or persons authorized to withdraw the proposed suspension or removal not less than five (5) days before the effective date of the suspension or removal.

A Voting Member who has been suspended or removed is liable to the Corporation for dues, if any, incurred by the Voting Member before the effective date of the Voting Member's suspension or removal.

Section 11. Re-Admit to Membership: The board may at a regular meeting re-admit to membership, without the payment of second dues fee, any former member whose resignation was fully accepted. Such re-admission must be by ballot, and two negative votes shall be rejected. No rejected candidate shall be again proposed for reinstatement within six months after rejection.

Section 12. Drop and Re-Instate to Membership: The board may drop from the roll any delinquent member and may re-instate such members as provided.

Section 13. Club Committees: The board shall appoint all club committees with full authority over them except as hereinafter provided. Standing and ad hoc committees and chairmanships may be changed to conform to and with evolving USFS terminology and requirements.

Section 14. USFS Delegate: The board shall elect a delegate or delegates to United States Figure Skating. The club secretary or president shall inform USFS in writing of the name and address of the elected delegate(s). Said delegate shall be the representative between the club and USFS 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 USFS meetings.

Section 15: OSC Delegates: Each year the board shall elect the allotted number of delegates to the Oregon Skating Council, by July 1st. The delegates shall represent EFSC at OSC meetings but shall not make any significant commitments of EFSC funds or resources without board approval. Delegates to the OSC must be EFSC members in good standing and age 18 and above but need not be board members.

Section 16. Clerical Assistance: The board shall have authority to make, their discretion, appropriations for clerical assistance to the secretary.

Section 17. Expenditures and Revenue: The board shall prepare and submit to the stated fall annual meeting a program of anticipated expenditures for the coming year, together with proposals of sources of revenue to meet the same.

Section 18. Board Member Limitations: The office of a board member shall be declared vacated if the member resigns or fails to fulfill the duties of a board member as determined by the board and these bylaws.

ARTICLE VII: CLUB COMMITTEES

Section 1. The governing board may create committees to assist with the operations of the club. In creating a committee, the board shall designate it as either standing (permanent) or ad hoc (temporary). If ad hoc, the board shall set a specific time limit on the committee's existence. Ad hoc committees may be extended (or converted into standing committees) by board vote. With the exception of those listed in Section 6, standing committees may be dissolved (or converted into ad hoc committees) by board vote.

Section 2. The governing board shall appoint standing committee chairs for one-year terms and ad hoc committee chairs for the designated period of the committee's existence. Committee chairs may be reappointed at the conclusion of their term.

Section 3. Committee chairs are invited and encouraged to attend meetings of the governing board. Chairs who are not board members may enter into and take part in all board discussions but may not vote.

Section 4. Committee chairs shall be responsible for arranging committee meetings, preparing meeting agendas, establishing committee work plans, and reporting to the board on a regular basis.

Section 5. Committee members need not be EFSC members. They may be volunteers, individuals appointed by the board, or individuals solicited by the committee chair. The board may also create committees that consist exclusively of the committee chair.

Section 6: Standing committees required by USFS are the Membership Committee, the Test and Competitions Committee, and the Safe Sport Committee. If necessary and appropriate, the board may wish to consider establishing committees such as publicity and public relations, long-range planning, finance and fund raising, the planning and execution of specific events, volunteer, and youth representation.

ARTICLE VIII: MEMBERSHIP

Section 1. Application for Membership: Candidacy for membership shall be initiated upon payment of membership dues and completion of the club membership application.

Section 2. Classes of Membership:

A. Regular Members. Regular Members shall be at least eighteen (18) years of age. In addition to the privileges authorized by USFS Bylaws, they shall have the right to vote, hold office and shall enjoy all privileges of the club.

B. Student Members: Student members 12 years of age and older may vote and enjoy all privileges of membership but need to be 14 or older to hold office. Student members under 12 years of age may not vote but shall enjoy all other privileges of membership.

C. Associate Members: Associate Members shall not vote, hold office or have other club privileges except those relative to use of ice and skating. Their association is a means of expression of their interest in the Eugene Figure Skating Club. Applicants for this membership category shall be included in the club as Associate Members upon filling out a membership application and payment.

D. Honorary Members: Honorary members may be elected by a majority vote of the members present at any meeting of the club. Suggestions for honorary members may be made by the governing board. Honorary members shall be free from club fees, dues or assessments. They may represent the club in exhibitions and attend ice skating sessions under rules governing other members. They shall not vote or hold office.

E. Coaches/Professionals: USFS certified and ESFC approved coaches shall be full voting members of the club, subject to current rules of USFS.

F. Board/Required Committee Members: Board members and required USFS committee chairs (Membership, Test/Competition, SafeSport) shall be full voting members of the club, subject to current rules of USFS.

Section 3. Eligibility for Membership: A candidate's application for membership shall be accepted upon satisfaction of the following:

A. Payment of Dues. The membership committee shall have received full payment for the candidate's dues and a completed and approved club membership application form.

B. Board Discretion. The governing board shall have discretion to grant membership on a case-by-case basis so long as the exercise of such discretion is consistent with the purpose of the eligibility rules.

C. Member is of good standing.

ARTICLE IX: CLUB MEETINGS

Section 1. There will be at least two regular meetings of the full membership each year, the annual meeting in the spring and one meeting in the fall.

Section 2. Special Meetings: The secretary shall call special meetings at the discretion of the president, or upon the request of two (2) or more club members in good standing.

Section 3. Quorum: A quorum for the transaction of business at regular or special meetings shall be a majority vote of members in good standing who are present.

Section 4. Notices: Notices of stated and special meetings shall be made to all members of record by phone calls, e-mails, and/or postings on the club's official website at least two (2) days prior to meeting. Notices are to also be posted on the club bulletin board.

Section 5. Special Meeting Limitation: No business shall be transacted at a special meeting except that business for which the meeting was called.

Section 6. Sequence: At stated and special meetings, the following order of business shall be observed:

1. Roll Call and determination of membership status of those present;
2. Reading of minutes of previous meetings;
3. Reports of officers;
4. Reports of committees;
5. Election of officers;
6. Unfinished business;
7. New business;
8. Announcements;
9. Adjournment.

Section 7. All questions before the chair at club or board meetings shall be decided by majority vote unless otherwise stated in these bylaws.

Section 8. Any question previously decided by the board, which is brought to the floor of a club meeting, will require a majority vote of those present to reverse the decision of the board.

Section 9. Robert's Rules of Order shall be used as a general guideline for parliamentary procedure, but strict adherence to these rules is not required for the conduct of meetings and should not conflict with the rules and bylaws of USFS.

ARTICLE X: FEES, DUES, AND ASSESSMENTS

Fees, dues, and assessments are to be set yearly by the board. USFS dues will be collected by the club and forwarded to the USFS office as designated by that office.

ARTICLE XI: AMENDMENTS TO BYLAWS

These bylaws may be amended by a two-thirds vote of the members present at any regularly constituted meeting, provided the proposed amendment(s) and notice of such amendment(s) shall have been posted at the club bulletin board and/or published on the club's official website at least seven (7) days prior to the meeting.

##