



**Minnesota Division of the United States
Fencing Association**

By-Laws of the Division

Revised: June 2,
1977
Amended: May
23, 1982
Amended: May
11, 1990
Amended June 10,
1999
Amended Aug.
12, 2006

Chapter 1 - Name and Area

Section 1. This organization, hereinafter referred to as the Division, shall be a component unit of the United States Fencing Association, hereinafter referred to as the Association, which Association is the official governing body for amateur fencing in the United States, and is recognized in this capacity by the Amateur Athletic Union, the American Olympic Committee, and the Federation Internationale d'Escrime. It shall embrace the area comprising the State of Minnesota of said Association as designated by a Charter granted by the Association, and it shall be known as the Minnesota Division of the United States Fencing Association. This Division shall be governed by the Constitution and By-laws of the Association together with the following By-laws.

Chapter II - Purposes of the Division

Section 1. The purposes of this Division, through its relationship with the other organizations mentioned in Chapter I, are to advance the purposes of the Association; to promote and encourage the sport and art of amateur fencing in the Division; and to maintain relations with other Divisions of the Association.

Chapter III - Membership

Section 1. The qualifications and requirements for membership in this Division shall be defined by the current Association By-laws (Article XIII, Sec.1).

Chapter IV - Meetings

Section 1. At least one regular general membership meeting shall be held each

fall at the call of President. Special meetings may be called by the President or upon petition of twenty percent of the membership.

Section 2. An Annual Division meeting shall be held each spring, at which time the Divisional Officers for the ensuing year shall be elected.

Section 3. Written notice of the Annual Division Meeting shall be mailed to each member of the Division at least fifteen days prior to the date of the meeting.

Chapter V - Officers and Election

Section 1. The officers of the Division shall be a President, a Vice-President, a Secretary, a Treasurer, and a Historian, elected for a term of one year.

Section 2. The Nominating Committee (**as defined in Chapter VII Sec.4**) shall to make the following nominations: at least one candidate for the office of President; one candidate for each of the offices of Vice President, Secretary, Treasurer, and Historian, *Candidates for USFA Congress, equal in number to seats allocated to the division based on current Division membership and USFA ByLaws.* The Nominating Committee shall see that a report of their nominations is included in the required letter giving written notice of the Annual Division Meeting. Additional nominations may be made from the floor during the Annual Division Meeting.

Section 3. Election shall be by ballot. A majority of votes cast by those present and voting shall elect the officers. If no nominee receives such majority, a re-ballot shall be taken on the two nominees receiving the highest number of votes.

Section 4. In case of a tie vote for election, a re-ballot on the tied names shall be taken. A tie vote after a second re-ballot shall be decided by the toss of the coin.

Section 5. The officers shall assume their duties on the August 1 following the Annual Meeting of the Division.

Section 6. Alternate Representatives (at large, as allowed for by USFA membership) shall be as follows:

1st Alternate - President

2nd Alternate - Vice-President

3rd Alternate - Secretary

4th Alternate - Treasurer

5th Alternate - Historian

6th Alternate - Past-President

If necessary, further Alternates may be appointed by the Executive Committee.

Chapter VI - Duties of Officers

Section 1. The President shall *read and understand the bylaws, pledge to uphold them, and* be the chief executive officer of the Division; and shall preside at all meetings, and appoint, by agreement with the Executive Committee, all committees, and committee presidents of the Division. The President shall have the right to vote only in the case of a tie, except in the election of officers. The President shall present an annual written report on the activities of the Division at the Annual Division Meeting, and shall be ex-officio member of all Division Committees.

Section 2. The Vice President shall *read and understand the bylaws, pledge to uphold them, and* act as President in the latter's absence. The Vice President shall be responsible for proposing a meet schedule at the Annual Division Meeting. The Vice President shall serve as the President of the Bout Committee.

Section 3. The Secretary shall *read and understand the bylaws, pledge to uphold them, and* keep the minutes of all Division Meeting and Executive Committee meetings, preserve the records and papers of the Division, prepare an Annual Report, and attend to all correspondence. The Secretary shall keep an annual roster of Association fencers in the Division membership. The roster shall show the full name, address, date of Division membership, and other such information about each person as may be deemed pertinent. Immediately following the Annual Division Meeting, the Secretary shall forward to the Secretary of the Association, the Division roster of newly elected officers and members, *and supply a mailing list to historian in a timely fashion.*

Section 4. The Treasurer shall *read and understand the bylaws, pledge to uphold them, and* demand and receive all funds due the Division together with bequests and donations, and shall pay money out of the treasury only when countersigned by the President. The Treasurer shall subject accounts to such examination as the Executive Committee might order, and shall render an annual account of the receipts and expenditure and the state of the funds of the

Division. The Treasurer shall give Bond in such sum as the Executive Committee may require.

Section 5. The Historian shall *read and understand the bylaws, pledge to uphold them, and* serve as the President of the Publicity Committee and Historical Committee, and be responsible for the publication and distribution of the newsletter to all Division members.

Section 6. ~~The President shall represent the Division at all meetings of the USFA Congress. When additional representatives become eligible they shall be appointed by the board.~~ *Representatives to the USFA Congress shall be elected at the Annual Division Meeting, and represent the Division at all meetings of the USFA Congress. If unable to attend a regular meeting of the USFA Congress, Representatives shall notify the President and Secretary at the earliest convenience (preferably, at least 30 days in advance), so that alternates may be notified.*

Section 7. Following any tenure as President, one shall normally serve, for a period of one year, as "Past President", sitting as a voting member, on the Executive Committee, and *may* continue to serve, at will, until supplanted by the ensuing President, or removed as per Chapter 7, Section 4. The Executive Committee shall fill any vacancy of this position, by appointment, as per Chapter 7, Section 1.

Chapter VII - Committees

Section 1. There shall be an Executive Committee consisting of the President, Vice President, Secretary, Treasurer, Historian, and immediate Past President, which committee shall meet at the call of the President or on request of three members of the committee. Four members of the committee shall constitute a quorum for the transaction of business. The Executive Committee shall conduct the business of this Division during the interim between meetings; shall audit the books of the Treasurer at least once a year; shall determine all membership questions subject to appeal to the Association; and fill any vacancies of office occurring between Annual Meetings of the Division.

Section 2. There shall be a Publicity and Historical Committee to publicize the Division and Association affairs and to assemble and keep up to date all important records of activities, publications, committee accomplishments, and historical material of the Division.

Section 3. There shall be a Contest and Rules Committee (or Bout) Committee to study and enforce the Amateur Code, rules governing organizations of contests and competition in the Division, and to conduct and organize all Divisional exhibition and competitive contests. The Committee shall keep written records of all contests and competitions, classification of fencers, and awards for competitions, and shall cause same to be filed with the Secretary of the Division and with the Association.

Section 4. There shall be a Divisional Club Committee consisting of one member, who is a member of the USFA, from each Divisional Club, and chaired by the immediate Past President, or appointed replacement. This Committee shall act as the nominating committee for the Division offices, monitor the awarding of team trophies, and organize coaching clinics for the benefit of the Division. In addition, this committee shall by a two-thirds (2/3) majority, vote to remove a member of the Executive Committee, when such a request has been approved by a simple motion from the Executive Committee.

Section 5. Other special committees may be appointed as required.

Chapter VIII - Dues

Section 1. Annual National membership dues shall be in accordance with those prescribed in the Constitution and By-laws of the Association for various classifications of membership subject to the approval of the Executive Committee. National dues shall be payable in advance on September 1 of each year to the Divisional Secretary.

Section 2. Local Affiliate membership dues shall be determined by the Executive Committee subject to the approval of the membership and shall be due on January 1 of each year.

Chapter IX - Amendments

Section 1. These By-laws may be amended by a two-thirds (2/3) vote of the members voting by ballot or proxy at a regular meeting, the proposed amendments having been presented in writing to each member by mail not less than ten (10) days prior to the meeting.

Chapter X - Miscellaneous

Section 1. The deliberations and business of the Division meetings shall be governed by Robert's Rules of Order, when this is not in conflict with the Constitution and By-laws of the Division or Association.

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