

**USFA  
SOUTH CAROLINA DIVISION  
BY-LAWS**

**ARTICLE I  
NAME AND AFFILIATION**

The name of the Division shall be the South Carolina Division of the United States Fencing Association, Inc.

The Division shall hereinafter be referred to as “The Division,” as the United States Fencing Association, Inc. shall be referred to as “USFA, Inc.”

The division is a duly chartered, subordinate, constituent body of the USFA, Inc., exercising powers given by, performing duties directed under, and subject to, the Charter and By-Laws of the USFA, Inc., with jurisdiction in the State of South Carolina.

**ARTICLE II  
OBJECTIVES**

The purposes and objectives of THE DIVISION are:

1. To promote, encourage, and develop the sport of fencing.
2. To provide local competitions and tournaments.
3. To assist Divisional fencers to reach their full potential in fencing.
4. To aid and assist the USFA, Inc., in all its objectives and purposes.

**ARTICLE III  
MEMBERSHIP-DUES-COMPETITIONS**

Section 1. Any person residing within the boundaries of THE DIVISION or representing a fencing club within this same area shall be eligible for membership in THE DIVISION. No member of this Division may be a member of any other Division of the USFA, Inc.

Section 2. Classes of membership: Membership shall be the same as that designated from time to time by the USFA, Inc.

Section 3. Membership may be transferred into this Division provided that the transferee has a current valid membership card from the USFA, Inc.

Section 4. Any member in good standing, 18 years or older at the time of membership meeting, shall be qualified to vote.

Section 5. Any member in good standing, 18 years or older on August 1 after the annual meeting, shall be eligible to hold office.

Section 6. The Division Executive Committee shall prepare the fencing schedule and shall determine the conditions and restrictions governing the qualifications, entries, and conduct of all competitions under its jurisdiction.

#### **ARTICLE IV OFFICERS AND DUTIES**

The officers of THE DIVISION shall consist of a Chairperson, a Vice-Chairperson, a Secretary, and a Treasurer. All officers shall take office the first day of August next following their election, and shall hold office until the following July 31, or until their successors are elected and their election has been verified by the Executive Board.

The duties of the officers shall be as follows:

Section 1. Chairperson: The Chairperson shall preside at all meetings of THE DIVISION and its Executive Committee, and perform such other duties as usually pertain to that office and are not inconsistent with these By-Laws. The Chairperson has the responsibility for filing with the Secretary and Treasurer of the USFA, Inc. the annual reports called for under the Corporate Directors. The preparation of these reports may be delegated to the Secretary and Treasurer of THE DIVISION. The Chairperson may, from time to time, assign Officers and Members of the Executive Committee to chair standing or ad-hoc committees. The Chairperson shall be ex-officio member of all committees. The Chairperson of THE DIVISION is responsible for the custody and maintenance of all Division equipment.

Section 2. Vice Chairperson: The Vice-Chairperson, in the absence of the Chairperson, shall perform the duties of the Chairperson and any other duties assigned by the Chairperson and/or the Executive Committee.

Section 3. Secretary: The Secretary shall conduct all official correspondence, keep a record of the meetings of THE DIVISION, issue notices to members of all meetings, and perform such duties as may be assigned by the Chairperson of THE DIVISION or any other proper authority. The Secretary shall be official custodian of the records of THE DIVISION.

Section 4. Treasurer: The Treasurer shall keep the accounts of THE DIVISION, receive all moneys, fees, pay all bills approved by the Executive Committee, and preserve all vouchers for such disbursements. The Treasurer shall, at the Annual meeting of THE DIVISION, submit a report of all financial transactions of the preceding period. All disbursements must be supported by receipts stating the nature of the transaction and the payee. All funds of THE DIVISION shall be maintained in an FLIC insured account under the name of THE SOUTH CAROLINA DIVISION, checking and/or savings. The Treasurer shall perform such other duties as may be assigned by the Chairperson of THE DIVISION or other proper authority.

Section 5. The offices of the Secretary and Treasurer may be combined for any year upon majority vote of the members of THE DIVISION voting, in person, at the Annual meeting. In the event of such a vote, the candidates for the office of Secretary and the office of Treasurer, nominated pursuant to Article VIII of these By-laws, shall all be deemed candidates for the combined office.

## **ARTICLE V MANAGEMENT BY THE EXECUTIVE COMMITTEE**

Section 1. Composition: The management of the Division shall be vested in an Executive Committee consisting of the Officers of THE DIVISION, and six (6) At Large members of THE DIVISION.

Section 2. Quorum: A quorum shall consist of one-third (1/3) of the members of the Executive Committee or (3) members, whichever is greater.

Section 3. Meetings: Meetings of the Executive Committee shall be held on a regular basis at such time and place as shall be designated by the Chairperson, and shall be also called upon the written request of three (3) or more members of the Committee. All Committee members shall be given not less than forty-eight (48) hours prior notice of all special meetings. All meetings except those in which disciplinary action is to be taken or contemplated against any Executive Committee member or Divisional member shall be open to the Divisional membership.

Section 4: Any member of the Executive Committee who fails to perform his duties may be removed by the Executive Committee using the following procedures:

- a. Written notification of the causes for removal must be provided to the entire Executive Committee, including the member to be removed.
- b. At any meeting in which the removal of any member of the Executive Committee is contemplated, three quarters (3/4) of the members of the Executive Committee must be present.
- c. The members so charged has the right to appear at the meeting and present any arguments against removal.
- d. The member who is under consideration for removal has no vote at this meeting.
- e. Three quarters (3/4) of the Executive Committee members present at the hearing must vote for removal before the member is removed.

Section 5. The Executive Committee may replace a member who has resigned or who has been removed by the Executive Committee by the following procedure:

- a. At any executive meeting where a new member is to be voted upon, three quarters (3/4) of the members of the Executive Committee must be present.
- b. Three quarters (3/4) of the Executive Committee at this meeting must cast votes of approval before the new member of the Executive Committee is so approved.

**ARTICLE VI  
MEETINGS OF THE MEMBERS**

Section 1. Annual Meetings: The Annual Meeting of THE DIVISION shall be held at the Divisional State Meet. The date, time, and place for the annual meeting shall be designated by the Chairperson.

Section 2. Special Meetings: Special Meetings may be called at any time and place by the Chairperson and shall be called by the Chairperson upon written request of not fewer than twenty-five (25) members of THE DIVISION. THE DIVISION members must be given two weeks notice of such special meetings.

Section 3. Quorum: A quorum shall consist of those members of THE DIVISION present in person, and a majority vote to those present shall control, except as herein otherwise provided.

**ARTICLE VII  
ELECTIONS**

Section 1. Candidates for all offices established under these By-Laws shall be nominated from the floor at the annual meeting of THE DIVISION.

Section 2. If not more than one (1) nomination is made for any office, the Secretary of THE DIVISION shall cast a unanimous ballot at the annual meeting for the candidate nominated. If two (2) nominations are made for any office, voting for the candidates shall be either in person or by proxy and the candidate receiving the majority of the votes shall be declared elected. Written ballots shall be used. In the event that three (3) or more candidates are nominated for any office, and no candidate receives a majority vote, a run-off election shall be conducted between the two candidates receiving the most votes on the first round and the winner shall be declared elected. If the voting in either a regular or run-off election for any office results in a tie, a lot shall be cast and a winner declared elected.

Section 3. Members in good standing may give their proxy for election of Officers and At Large members only to be any other member in good standing of THE DIVISION. All proxies shall be in writing and shall be submitted for verification to the Secretary of THE DIVISION not less than seventy-two (72) hours prior to the Annual meeting. The person designated in the proxy must be in attendance at the annual meeting in order to exercise it.

**ARTICLE VIII  
BY-LAWS, RULES AND POLICIES OF THE USFA, INC.**

All By-Laws, rules, regulations, and matters of policy concerning the conduct of competitions as set forth in the fencing rules and manual of the USFA, Inc. are hereby

incorporated as part of these By-Laws without action by the Executive Committee or members of THE DIVISION.

**ARTICLE IX  
AMENDMENTS**

These South Carolina Division By-Laws may be amended at any Annual meeting of the membership provided that each member be sent a copy of all proposed amendment two weeks prior to such meeting. An amendment receiving a vote of the majority of votes shall be deemed as adopted, subject to the approval of the National USFA, Inc.

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On **September 16, 2004** the Executive Committee of the South Carolina Division USFA accepted this copy of the South Carolina Division By-Laws as current.

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