



## Banner Program

### 1. GENERAL

- 1.1. This operating procedure (OP) establishes guidelines for the Banner Program for Square Dance Minnesota, Inc. (SDM) and its associate organizations (under its Federal group exemption).

### 2. REFERENCES

- 2.1. SDM OP 17-01, "Standards of Conduct," January 29, 2017.

### 3. SUPERSESION

- 3.1. SDM OP 15-03, "Banner Program," February 3, 2015.

### 4. RESPONSIBILITIES AND PROCEDURES

#### 4.1. General

SDM has established a Banner Program for promoting square dancing within the State of Minnesota and nearby counties in North Dakota, South Dakota, Iowa, and Wisconsin.

The object of the banner program is to promote friendship among square dance organizations and members and to encourage dancers to dance at various organizations and to various callers, thus improving their dancing skills.

#### 4.2. Requirements

To claim or retrieve a "small" banner four or more couples (eight or more members) from the same organization are required.

To claim or retrieve a "large" banner 8 or more couples (16 or more members) from the same organization are required.

The above requirements should be relaxed for smaller organizations (25 members or less) – 6 members for a "small" banner and 12 members for a "large" banner.

Dancers that belong to more than one organization, including the host organization, may be counted once as part of a visiting organization.

#### 4.3. **Organization Responsibilities**

Each banner must show the organization name and should be identified as either a “small” or “large” banner.

Each banner must be in a container or packet, with name, address, and telephone number of your Banner Chair (or other organization member) to be contacted should it be necessary to return a banner that has not been retrieved.

Each participating organization must have more than one banner available to permit more than one organization to steal a banner at any dance.

If an organization does not have enough banners to give to all organizations who have come to claim one, the organization traveling the farthest shall have preference.

Banners shall be available to all dancers at all open dances, including special dances and new dancer dances. Students will be allowed to claim a banner if they meet the numbers requirement.

Dances where banners will not be given must be advertised as a “No Banner” dance.

The host organization must be notified of intent to claim or retrieve a large banner one day prior to the dance.

An organization shall not retrieve and claim a banner at the same dance.

An organization shall not claim another organization’s banner if the traveling organization does not give out banners!

Banner season will run from September 1 through April 30 for claiming other organization banners, leaving the month of May to retrieve your own banners.

If a banner has not been retrieved at the end of the dance season, the organization holding the banner must either return or mail the banner to the organization from which it was taken.

#### 5. **OP MANAGEMENT**

- 5.1. This OP may be amended by a majority vote of the board directors. The maintenance of this OP is the responsibility of the Marketing Director, who will answer questions and make any required change.