

**Greater Cincinnati Dance Federation**  
**Guidelines for Nominating & Selecting an Honor Couple/Person**

Each Federation or Council in the State of Ohio selects an Honor Couple or Person yearly. The Ohio Corporation of Dance Clubs traditionally recognizes the Honorees and presents them at the Opening Ceremonies of the Ohio State Convention (Saturday night).

**An Honor Couple/Person will have contributed to the Square Dance activity on many levels and will be individuals we would be proud to have represent our Federation.** (Note - the term "Square Dance" will include all of the related "arts" as listed in the Greater Cincinnati Dance Federation By-laws)

**Qualifications:**

Listed below are a few points to help remind you of possible activities and contributions of your nominee. Please note that accomplishments should pertain to club and dance related activities. The nominee's participation at the state and national levels will be taken into consideration for selection.

- Number of years in the Square Dance Activity
- Club memberships
- Club leadership positions – offices and committees
- New dancer support – demonstrations, publicity, "angeling" classes, mentoring, etc.
- Participation in the Banner Raid Program
- Participation in Federation, State and National organizations - including memberships, committees, offices held, etc.
- Federation and State badges earned
- State and National Conventions and Special Events attended
- Chairmanships and/or committee service for Conventions and Special Events
- Individual accomplishments contributing to the dance activity
- Any other activity that demonstrates commitment to the dance community

**Procedures for Nominating a Couple or Person:**

- Nominations must be made in writing and submitted to the Federation's Vice-president by the end of the January Federation meeting (third Sunday in January).
  1. "Guidelines" and "Nomination Forms" may be obtained from Federation Representatives or on the Federation website ([www.sonksdf.com](http://www.sonksdf.com)). Forms will be available for the Representatives at the November Federation meeting.
  2. Qualifications should be listed on the "Nomination Form" and a "Narrative Summary Form" should accompany the nomination.
- Nominations may be made by clubs or individuals and must be signed.
- Nominations may be for a couple or a person.
- Nominees do not have to be current dancers.
- Previous Honor Persons become eligible for nomination after a ten-year period. Only qualifications since the year they were previously honored will be considered.
- Callers, Cuers, Prompters, Line Dance Leaders and other paid professional dance leaders shall be eligible for nomination.

## **Selection Procedure:**

- Voting will be by “closed ballot” by the last five year’s Honor Couples/Persons and the Greater Cincinnati Dance Federation Executive Board – each Honor Couple/Person and each office getting one vote (President, Vice-president, Treasurer, Recording Secretary, Corresponding Secretary). If any member of the Executive Board is a Nominee, they forfeit their right to vote. All votes are confidential.
- The Federation Vice-president will distribute the Nominations to the voting committee during the week following the January Federation meeting.
- Each member of the voting committee will submit their selection anonymously in writing to the Vice-president by March 1<sup>st</sup>. Stamped envelopes using the Vice-president’s address as the return address will be provided to ensure anonymity.
- In the event that any of the Honorees from the past five years or any member of the Executive Board decline to participate, or do not return the ballot by the required deadline, voting will be by the remaining eligible members of the voting committee.
- In the event of a tie, or if less than seven members of the voting committee have not returned their selection by the deadline, the Vice-president will contact the sixth previous Honor Couple or Person to cast the tie-breaking vote. This vote will be confidential. The Vice-president will tally the votes and announce the winner at the March Federation meeting.
- If the Vice-president is not available to carry out the duties as Chairperson of the Honor Person Selection process, the Vice-president may appoint a member of the Executive Board to fulfill this obligation.

## **Guidelines for Announcing the Honor Couple/Person:**

- All Nominees will be invited by the Vice-president to attend the March Federation meeting where they will be introduced and recognized.
- The new Honor Couple/Person will be announced at the March Federation meeting.
- All “Nomination Forms” and “Narrative Summaries” will be displayed at the March Federation meeting.

## **Recognizing the Honorees:**

- The Vice-president will be responsible for submitting the name of the Greater Cincinnati Dance Federation Honoree to the State Corp and informing the Honoree of any obligations (picture, paperwork, attendance, etc.)
- The Vice-president ensures that the Honoree and Nominees will be recognized in the Federation website. A photograph of the Honor Couple/Person will be displayed on the website and their “Narrative Summary” may be included.
- The Vice-president invites and introduces Honor Persons (past & present) at an Honor Dance as set by the Federation Board.
- It is recommended that Federation clubs recognize the Honorees at any dances where they are in attendance. It is customary to give them one “complimentary” admission to a club dance during their year as Honorees. The Vice-president will compile a Coupon Book of Free Passes to one dance at each Federation club that grants approval.
- The Vice-president arranges for the purchase of a plaque by the Greater Cincinnati Dance Federation and presents the Plaque and the Coupon Book to the current Honor Couple/Person at the Honor Dance.