

# **Constitution and By-Laws**

**Michigan School Band and Orchestra Association**

# **District V**

**(Revised 2012-2013 School Year)**

# Constitution

## Article I. Name

This organization shall be known as District V of the Michigan School Band and Orchestra Association.

## Article II. Objectives

**Section 1:** To foster a spirit of friendliness and cooperation among directors and teachers.

**Section 2:** To develop projects that would be of musical, educational and professional benefit to students and teachers alike.

**Section 3:** To serve as District V of the Michigan School Band and Orchestra Association.

## Article III. Officers

**Section 1:** The officers of this organization shall be a president, First Vice-President, Second Vice-President, Third vice-President, Fourth Vice-President, Secretary, and Treasurer.

**Section 2:** The President, Second Vice-President, Fourth Vice-President, and Secretary shall be elected at the second regular business meeting of each odd numbered school year, as the officer designate. The First Vice-President, Third Vice-President, and Treasurer shall be elected at the second regular business meeting of each even numbered school year, as the officer designate. The Officer Designate shall assume the office to which he or she was elected following the last regular business meeting of the school year. The term of office shall be two years.

**Section 3:** A member may not be elected to the office of President, First Vice-President, Second Vice-President, Third Vice-President, Fourth Vice-President, or Secretary for more than two successive terms. A member may be elected to the office of Treasurer for more than two successive terms.

**Section 4:** The administration of this organization shall rest in an Executive Board.

## Article IV. Executive Board

**Section 1:** The Executive Board shall be composed of the present officers and the Past President.

**Section 2:** The Executive Board shall hold a meeting prior to the Fall meeting for the purpose of orienting the new officers in their duties and to aid the new officer in planning.

**Section 3:** The Executive Board shall aid, advise, and expedite business pertinent to the organization and administration of music festivals, education meetings, workshops, and other activities not provided for by the Constitution and By-Laws.

## Article V. Amendments

**Section 1:** The Constitution and By-Laws may be amended at any regular meeting called for District V business. The amendments shall be changed only by a two-thirds vote of the members present at a regular business meeting.

**Section 2:** Notice of the proposed amendment shall be given in writing with the call to the meeting.

# By-Laws

## Article I. Membership

### Section 1: Active Membership

- A. Membership in this organization shall be through the individual paid membership by a member school in the Michigan School Band and Orchestra Association.
- B. Membership is extended to any teacher of an elementary and/or secondary school instrumental ensemble in the District V area. By “instrumental ensemble” it is meant school band or orchestra instrument as specified under the approved instrumentation of the Michigan School Band and Orchestra Association.

### Section 2: Associate Membership

- A. Any person in elementary or secondary school music who, because of a change in duties, is no longer qualified for active membership, and while in the District and desiring to maintain contact with this organization, may be granted an associate membership by a majority vote of the members present at any regular meeting.
- B. Associate members shall not be able to vote or hold office.

### Section 3: Membership Responsibilities

- A. Upon joining the association, it shall be the responsibility of the individual member to present his/her correct mailing address to the State office and to immediately notify the State office of any subsequent changes.
- B. Any member who wishes to resign shall forfeit all rights to the title, fund, and property of the association.

## Article II. Duties of the Officers

### Section 1: President

- A. It shall be the duty of the President to preside at all meetings of the District and of the District Executive Board.
- B. It shall be the President’s duty to make emergency decisions that may arise, the same time to hold until the next meeting of the Executive Board, or a stated meeting of the District membership, when the decision shall be confirmed or rejected.

- C. The President shall also call regular and special meeting as provided for in the By-Laws.
- D. The President shall have the duty to appoint all committees as delegated at any regular meeting, and as may be necessary, in promoting the work of the District. The President shall be an ex-officio member of all committees, but shall not be required to attend committee meetings.

**Section 2:** First Vice-President

- A. It shall be the duty of the First Vice-President to perform all the duties of the President in the event of the President's absence, inability, disability, or resignation, and to assist the President.
- B. The First Vice-President shall be the chairperson of the District Band and Orchestra Festivals.

**Section 3:** Second Vice-President

It shall be the duty of the Second Vice-President to be chairperson for the Senior High and Junior High Sections of the District Solo and Ensemble Festivals.

**Section 4:** Third Vice-President

It shall be the duty of the Third Vice-President to schedule and organize workers for District V Festivals, Junior High All Star Weekend, and All State Auditions.

**Section 5:** Fourth Vice-President

The Fourth Vice-President shall promote and coordinate the District's activities in the area of string music education.

**Section 6:** Secretary

It shall be the duty of the Secretary to keep a record of the proceedings of general meetings and the meetings of the District Executive Board.

**Section 7:** Treasurer

- A. It shall be the Treasurer's duty to pay all obligations incurred by the District.
- B. The treasurer will provide a written report of all transactions of the office and present such reports at general membership business meetings.
- C. The treasurer will provide reports for the state.

## **Article III. District Elections**

**Section 1:** Nominations for officers shall be made by the nomination Committee of three members, appointed by the President, with the approval of the general membership, at least one month prior the election of officers.

**Section 2:** The Nomination Committee shall report to the election meeting at least one name of a candidate for each office to be filled.

**Section 3:** Additional nominations may be made from the floor.

**Section 4:** The consent of each nominee must be obtained before his/her name is placed in nomination.

**Section 5:** Vacancies of current offices shall be filled by special elections called by the acting President.

#### **Article IV. Affiliation with MSBOA**

The counties of Isabella, Midland, Gratiot, Clinton, Shiawassee, Saginaw and the portion of Bay County south of a line extending the southern of Gladwin County shall serve as the boundaries of District V of the Michigan School Band and Orchestra Association.

#### **Article V. Quorum**

A quorum for a general meeting shall consist of those members present at the meeting officially called by a written notice postmarked at least seven (7) days prior to the meeting.

#### **Article VI. Parliamentary Procedure**

The revised version of Robert's Rules of Order shall be used to govern the conduct of the business at regular meetings of the District.