

**Constitution and By-Laws
Of the
Marple Newtown Choir Association**

CONSTITUTION

ARTICLE I – NAME AND ORGANIZATION

- Section 1. The name of this organization shall be the Marple Newtown Choir Association, hereafter known as the Association
- Section 2. This Association shall be a not-for-profit organization.

ARTICLE II – OBJECTIVES

- Section 1. To stimulate the student and community interest in the appreciation of the high school choir.
- Section 2. To promote, encourage and support participation by the choir in concert and competitions.
- Section 3. To promote and encourage student cultural improvement through appreciation of fine music.
- Section 4. To help promote, develop and stimulate all Marple Newtown District Music programs.

ARTICLE III – MEMBERSHIP

Membership shall consist of the parents of the Choir and others interested in the objectives of the Association and appear on the roles of the Association as fully paid members.

Comment [c1]: rolls

ARTICLE IV – OFFICERS

The elected officers of this Association shall be either a President or co-Presidents, Vice-President, Secretary and Treasurer, provided they are members in good standing.

ARTICLE V – EXECUTIVE BOARD

The Executive board shall consist of the elected officers, Chairpersons of standing Committees. The only non-voting members of the Board shall consist of the High School Choir Director and an official student representative from the choir.

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ARTICLE VI – DUES

The annual dues of this Association shall be set annually at the May meeting.

ARTICLE VII – MEETINGS

Section 1. The Executive meetings of this Association shall be held on the second **Monday** of every month, September thru May.

Comment [c2]: Tuesday

Section 2. Special meetings of this Association may be called by the President(s) with the approval of or at the direction of the Executive Board.

Section 3. The annual meeting shall be at the General meeting in **April** at which time the new officers shall be elected.

Comment [c3]: May

Section 4. The three dates for general membership meetings shall be voted upon each year in May.

Section 5. All annual reports for the preceding year shall be presented at the **General September meeting**.

Comment [c4]: First General Meeting of the New Fiscal Year.

Section 6. A simple majority vote of any of the members present and voting shall be sufficient to carry a motion at General meetings.

ARTICLE VII – AMENDMENTS

By a majority vote at any General meeting of the Association, this Constitution and these By-Laws may be amended, provided previous notice of the proposed amendment has been approved by the Executive Board and written notice has been mailed to each General member at least twenty (20) days to the time to vote.

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BY-LAWS

SECTION I – DUTIES OF OFFICERS

Paragraph 1. The President(s) shall preside at all General and Executive Board meetings of this Association, appoint chairmen of all committees, and shall serve as ex-officio on all committees. Upon resignation of any officer or committee chairperson, he or she shall appoint a replacement to fill the unexpired term.

Paragraph 2. The President(s)-Elect shall assume the duties of the President(s) in his/her absence and shall perform such duties as designated by the President(s). Upon resignation of the President(s), the Vice President shall complete the unexpired term.

Paragraph 3. The Secretary shall record the proceedings of all General and Executive Board meetings, including a record of attendance at the General and Executive Board meetings. The Secretary shall also be responsible for all official correspondence of the Association.

Paragraph 4. The Treasurer shall have the custody of all funds; he/she shall keep the funds in a special account in the Association's name with such bank from time to time to be approved by the Executive Board. He/she shall disburse funds of the Association by check upon approval of the Executive Board. The Treasurer and either the President(s), Vice President or Secretary shall sign all checks; he/she shall keep a full and accurate record of all monies received and paid out for the Association. He or she shall make a report at each meeting and submit an annual report which shall have been audited by two members appointed by the President(s).

Comment [c5]: Association's

Comment [c6]: The Treasurer and at least one additional member designated by the Executive Board

A. The Treasurer, on approval of the President(s), Vice President or Secretary, can disburse funds up to a limit of One Thousand Dollars (\$1,000.00); such disbursements shall be reported to the Executive Board at the next stated meeting. Disbursements exceeding \$1,000.00 need to be approved by a Quorum of the Executive Board, and be reported at the next General Membership meeting.

Comment [c7]: \$2,500.00

Comment [c8]: \$2,500.00

Comment [c9]: The Director shall be permitted to spend up to \$750.00 per calendar month without preliminary approval by the Executive Board. An accounting of the expenditure must be presented at the next Executive Board Meeting.

B.

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SECTION II – DUTIES OF THE EXECUTIVE BOARD

Paragraph 1. To support the objectives of the High School Choir Director by organizing fundraisers, special events, and trips as planned by the Director.

SECTION III – COMMITTEES

Paragraph 1. Standing committees shall if necessary consist of Publicity, Membership/Telephone Chain, Hospitality, Uniforms, Travel/Chaperone, Fundraising and Choir Camp. Necessary Committees and their Chairpersons shall be declared by the President(s) after consultation with the Choir Director.

Paragraph 2. Auxiliary committees may be formed as deemed necessary by the President(s).

Paragraph 3. All chairpersons of the standing committees shall also be members of the Nominating Committee along with three members at large to be appointed by the President(s) from the general membership.

SECTION IV – ELECTIONS

Paragraph 1. The Nominating Committee shall present to the April General meeting the names of all candidates for election. A majority vote of the members present and voting at the April meeting shall constitute an election.

Paragraph 2. All terms of office shall begin July 1 for one (1) year or until a successor has been elected. No member shall hold an elected office for more than two consecutive terms unless a majority vote by the Executive Board approves an extension.

SECTION V – VOTING ELIGIBILITY

Paragraph 1. Only fully paid members or those whose fee requirements have been waived by the Executive Board shall be permitted to have any voice and/or vote in actions taken by this Association. Ultimate Veto Power rests with the High School Choir Director on all issues.

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SECTION VI – QUORUM

Paragraph 1. At any meeting of the Executive Board, a two-thirds vote of the members of the Board shall constitute a Quorum.

SECTION VII – DISSOLUTION

Paragraph 1. Upon dissolution and/or disbandment of this Association, any and all unallocated equipment and cash funds shall be turned over to the Marple Newtown School District's Music Department for exclusive use by the Marple Newtown High School Choir Program.