

Constitution for Galion Alumni Band, Inc.

Article I. Purpose of the organization

1.) The purpose of the organization is to provide an opportunity for all Galion Band Alumni to perform with fellow alumni, enhance their musicianship, and to provide support and structure to the instrumental music programs at Galion City Schools in Crawford County, Ohio.

Article II. Governing body

1.) The governing body of the organization shall be its Board of Directors. This board shall consist of four elected officers: Chairman, Vice – Chairman, Treasurer, Secretary, and three elected directors.

2.) All officers shall be elected for a two (2) year term, excepting those officers elected at the time of organization who shall serve only until the first annual meeting.

3.) All directors shall serve for a one (1) year term, excepting those directors elected at the time of organization who shall serve only until the first annual meeting.

4.) All officers and directors shall be elected at the annual meeting of the membership held in conjunction with the annual alumni band reunion with the Galion Senior High School band.

a.) The Board of Directors shall name a successor for any Officer or Director who departs office early. This successor will remain in office until the following annual meeting.

b.) If the annual alumni band reunion is cancelled, a vote will take place by a call for candidates in the Newsletter, followed by a mailed ballot to each member of the organization.

Article III. Powers of the Board

1.) The board shall determine the music director, membership requirements, practice and performance schedule for the organization.

2.) The board shall establish concert and performance attire standards.

3.) The board shall recommend annual dues for approval by the board at the first board meeting at the beginning of each new year.

4.) The board shall develop necessary budgets and prudently oversee the funds of the organization.

5.) The board shall have all powers and rights as customary for such a body.

6.) All meetings of the board shall be conducted in accordance with Roberts Rules or by revised rules of the organization.

7.) The board shall meet at least six (6) times each year, or as called by the Chairman. A quorum for the board is four members.

Article IV. Duties of the Officers

1. Chairman

A.) The Chairman shall preside over all meetings of the board and of the general membership. The Chairman can call a board meeting as seen fit, giving a fair notice to all board members.

B.) The Chairman shall serve as executive officer and representative for the board as necessary.

C.) The Chairman shall maintain, in conjunction with the Secretary, an accurate roster of membership, including but not limited to updated names, addresses, telephone numbers, email addresses, graduation year, and instrument(s) played.

D.) The Chairman, in coordination with the Secretary, shall maintain all correspondence with members as well as event coordinators and directors.

E.) The Chairman shall share responsibility with the Treasurer in retrieving mail and presenting to the board at the following meeting.

2. Vice – Chairman

A.) In the absence of the Chairman, the Vice – Chairman shall preside.

B.) The Vice-Chairman shall maintain contact with the Chairman for briefing in the case of absence of the Chairman.

3. Treasurer

A.) The Treasurer shall maintain all financial records of the organization and promptly pay all obligations assumed by the vote of the Board.

B.) The Treasurer will be responsible for all necessary financial reporting required of the organization, including but not limited to balancing of books, filing and reporting of taxes income and expenditures, and a proposed budget at the current fiscal year end for the upcoming fiscal year. The budget shall be voted and approved by a quorum of the Board of Directors.

4. Secretary

A.) The Secretary shall maintain complete and accurate minutes from each meeting including but not limited to members in attendance, topics discussed, vote count with results.

a.) these minutes shall be presented at the start of each board meeting, or when called upon by the Chairman.

B.) The Secretary shall maintain, in conjunction with the Chairman, an accurate roster of membership, including but not limited to updated names, addresses, telephone numbers, email addresses, graduation year, and instrument(s) played.

C.) The Secretary shall serve as personal secretary to the Chairman, assessing and completing tasks presented to the secretary as the Chairman deems necessary.

Article V. Amendments

1. This constitution may be amended or revised by the vote of the membership at any annual meeting. Proposed changes must be sent to the membership 30 days prior to this meeting.