

CONSTITUTION OF ST. XAVIER MUSIC PROMOTERS (Effective 9/24/09)

ARTICLE I

Section 1 NAME

The name of this organization shall be St. Xavier Music Promoters and henceforth shall be referred to as the Music Promoters.

Section 2 ADDRESS

The official address of the organization shall be 600 West North Bend Road, Cincinnati, Ohio 45224.

ARTICLE II

NATURE

Section 1 OBJECTIVES

The objectives of the Music Promoters are:

1. To foster efforts to promote the development of and support for an outstanding music program at St. Xavier High School.
2. To promote a unified spirit in the music program through social involvement of music program members, parents, and families.
3. To assist in the planning and promoting of concerts, musical competitions, and performances.
4. To encourage prospective and current students to become involved in the music program.
5. To foster recognition of participants in the music program.
6. To undertake such other activities needed to achieve the above objectives, consistent with school policies.
7. To provide manpower for music events.
8. To generate revenue through fund raising events.
9. To provide oversight for use of operative funds.
10. To support decisions made by Directors of the Music programs.
11. To provide opportunity for parental involvement in son's activities.
12. To act as welcoming body for new students, parents and families.

ARTICLE III

MEMBERSHIP

Section 1 PARENT MEMBERSHIPS

All parents of music program members shall be eligible for membership in the Music Promoters and are included upon payment of the annual fee.

Section 2 RIGHTS AND PRIVILEGES OF MEMBERS

The rights and privileges of members shall be prescribed in the By-Laws.

ARTICLE IV

ORGANIZATION

Section 1 EXECUTIVE BOARD

An Executive Board of four (4) members, duly elected by the membership, shall govern the Music Promoters. The Executive Board of the Music Promoters shall be a President, Vice President, Recording Secretary, and Treasurer. The number whose terms are expiring will determine the number of members elected each year. The members will be elected for two years. The exception would be a parent of a current junior, who could serve for one year.

Section 2 LIAISONS

Following the annual election, in May of each year, the Executive Board shall hold an organizational meeting at which time the Board shall appoint liaisons from its membership to serve in positions deemed appropriate for the upcoming school year.

Section 3 VOTING

Each member of the Executive Board, each Music Director and each liaison has one vote.

Section 4 EMUNERATION

All members of the Board shall serve without emuneration or compensation of any kind.

Section 5 BOARD QUORUM

A quorum of the Executive Board shall be that of a simple majority of its voting members.

ARTICLE V
MEETINGS

Section 1 REGULARLY SCHEDULED MEETINGS

There shall be as many meetings of the Music Promoters each year as deemed necessary by the Executive Board. The general membership and executive board meetings for the upcoming year shall be scheduled at the annual organizational meeting following the election of new Executive Board members. No meeting of the Executive Board shall take place without a quorum.

Section 2 EXTRA EXECUTIVE BOARD MEETINGS

Any Executive Board meetings not schedule in accordance with Article V, Section 1 above require at least a 48 hour notification of all Board members before said meeting shall convene.

Section 3 EXTRA GENERAL MEMBERSHIP MEETINGS

Any general membership meetings not scheduled in accordance with Article V, Section 1 above require at least 48 hour notification of all members before said meeting shall convene.

ARTICLE VI
AMENDMENTS

Section 1 NOTIFICATION

Amendments to this Constitution can be passed by a majority vote of the general membership present at any regular meeting fourteen (14) days after the membership has been notified in writing of the proposed changes.

Section 2 MAIL BALLOT

Amendments to the Constitution may be submitted to members by mail ballot or electronic medium and can be passed by a simple majority of votes received.

Section 3 EMERGENCY AMENDMENTS

In the event conditions warrant, an emergency amendment can be enacted by a 2/3 majority of the Executive Board.

BY-LAWS OF ST. XAVIER MUSIC PROMOTERS

ARTICLE I

Section 1 DUES

All parents of music program members shall become members of the Music Promoters upon payment of the annual dues. The Executive Board shall establish such dues.

Section 2 VOTING

Membership in the Music Promoters entitles each adult to one vote.

ARTICLE II

EXECUTIVE BOARD AND LIAISONS

Section 1 DUTIES OF THE EXECUTIVE BOARD

The full management of the Music Promoters shall be in the hands of the Executive Board.

Section 2 DUTIES OF THE OFFICERS

The President, or in his/her absence, the Vice-President shall conduct General and Executive board meetings.

The Vice President will coordinate fundraising initiatives.

The Recording secretary shall keep a record of the proceedings of all General and Executive Board meetings

The Treasurer shall collect all dues, shall faithfully account for all money entrusted to his/her care, and shall pay out same only as specified in Article IV of these By-laws.

ARTICLE III

NOMINATION PROCEDURES

Section 1 NOMINATIONS

At the first Executive Board meeting of each calendar year, the President shall appoint a chairperson of the Nominating Committee. This Committee shall recommend to the Executive Board a slate of candidates selected from the membership of the Music Promoters. This slate shall consist of at least enough nominees to fill all expiring Executive Board positions. All members shall be notified of the Nominating Committee search and any member willing to run shall be advised to contact the Nominating committee.

Section 2 ELECTIONS

At the discretion of the Executive Board, Executive Board elections may take place by balloting process before the May meeting. The ballot can include brief biographical information about each candidate. The Nominating Committee shall supervise the vote count. Balloting results shall be recorded and filed by the Recording Secretary, and shall be available upon request.

The nominees receiving the highest number of votes shall become the new members of the Executive Board in accordance with the Constitution Article IV, Section 1. In cases of ties, the names of the nominees involved shall be immediately resubmitted to the membership for another ballot. Unopposed nominees will be duly elected.

Section 3 VACANCIES

If one or more vacancies occur on the Executive Board, the non-elected candidate(s) in vote number order from the last election will fill such vacancies. If no prior candidate agrees to serve, a majority of the Executive Board is to serve until the next general election

ARTICLE IV

FINANCES

Section 1 FISCAL YEAR

The fiscal year is July 1 through June 30. An annual budget will be submitted to coincide with the fiscal budgeting process of Saint Xavier High School.

Section 2 FINANCES

The Treasurer shall submit a written report at each general meeting detailing all expenditures made and income received since the previous meeting. Saint Xavier will be empowered to pay out monies approved by the Music Directors.

Section 3 BUDGETING

Planned expenditures in amounts over \$2000.00 that exceed the budgeted amount by 10% or greater need Executive Board approval prior to the expenditure.

**ARTICLE V
COMMITTEES**

Section 1 STANDING COMMITTEES

Each Liaison will promulgate the activities and determine ad hoc committees as needed to cover planned activities.

**ARTICLE VI
AMENDMENTS**

Section 1 NOTIFICATION

Amendments to these By-Laws can be passed by a majority vote of the general membership presented at a regular meeting fourteen (14) days after the membership has been notified in writing of any proposed changes.

Section 2 MAIL BALLOT

Amendments may be submitted to members by mail ballot or electronic method and can be passed by a simple majority of votes received.

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**ARTICLE VII
ORDER OF BUSINESS**

Section 1

Business shall be conducted within the limits of this constitution and By-Laws. In the event the constitution or By-Laws does not cover the order of business, Roberts Rules of Order shall prevail.