

**CO NS TI TU TI ON**  
**MACDOWELL MUSIC CLUB of JANESVILLE, WISCONSIN**  
REVISED June 1997

Article I **Name**

The name of this organization shall be: "MacDowell Music Club"

Article 2 **Object**

The object of this club shall be the continuation of a permanent organization for the musical culture of its members; the sponsoring of the Junior Federated Clubs; the uplifting of the standard of music in the city of Janesville, Wisconsin and through its affiliation with the National and Wisconsin Federation of Music Clubs, to aid the cause of music in the state and in the nation.

Article 3 **Membership**

Members shall be Active, Inactive, Patron and Honorary, and shall subscribe to the policies of the club.

Article 4 **Officers**

Section 1 Officers of this club shall be President, First Vice-President, Second Vice-President, Recording Secretary, and Treasurer.

Section 2 The officers shall be elected at the annual meeting each year as prescribed in the By-laws; and shall continue in office until their successor is elected.

Section 3 The officers shall perform the duties prescribed for them in the By-Laws.

Section 4 In case a vacancy occurs in any office except that of President, a successor is immediately elected.

Article 5 **Election of officers**

Section I The election of officers of this club shall be held at the regular meeting in May.

Section 2 Upon motion, the nominating ballot shall become the elective ballot.

Section 3 All officers shall become elected to a two-year term.

Article 6 **Amendments**

This constitution may be amended at any regular meeting provided notice has been given previously and by a 2/3 vote of members present and voting.

# **BY-LAWS of MACDOWELL MUSIC CLUB**

**Revised October 2006**

## **Article 1. Members**

- Section 1 Membership will be extended to anyone interested in music and will be accepted upon payment of dues. Honorary members are exempt from dues.
- Section 2 An active member is one who participates in programs and on committees.
- Section 3 An inactive member is one who wishes to promote the Club by payment of dues without active participation. Any member may become inactive by notifying the board by May 1st.
- Section 4 The title of Honorary member shall be conferred on anyone recommended by the executive board.

## **Article 2. Meetings**

- Section 1 The regular meetings of the Club shall be held monthly from September through May on the dates set by the Program Committee.
- Section 2 Special meetings may be called by the President, by the Executive Board or upon request of five active members.
- Section 3 The annual meeting of the Club shall be in May. Annual reports may be presented at this time.

## **Article 3. Duties of Officers**

- Section 1 The President shall preside at all meetings, appoint all committee chairmen, and have general supervision of affairs of the Club. He/She shall act as chairman of the Executive Board, and shall be a member ex-officio of all standing committees.
- Section 2 The First Vice-President shall perform the duties of the President in his/her absence and shall serve as program chairman.
- Section 3 The Second Vice-President shall be membership chairman and shall contact prospective members.
- Section 4 The Recording Secretary shall keep an accurate account of business meetings of the club.
- Section 5 The Treasurer shall receive all dues, provide membership chairman with a list of current members, and pay the bills of the club as directed by the Executive Board.

## **Article 4. Executive Board**

- Section 1 The Executive Board shall consist of the five elected officers and shall meet annually to prepare the budget for the coming year.
- Section 2 The Board of Directors shall consist of the Executive Board and chairmen of standing committees. It shall meet monthly or at the call of the president to conduct the business of the Club.
- Section 3 Five members of the Board of Directors shall constitute a quorum to transact business conducted by the Board.

## Article 5. **Dues**

- Section 1 Dues to be determined by majority vote of the Board.
- Section 2 Early bird dues shall be payable on or before May 31st. On June 1st regular dues will be in effect.
- Section 3 Any reservation for luncheon must be paid unless cancellation is made by the appropriate deadline.

## Article 6. **Nomination and Election**

- Section 1 Annual election of officers shall be in May. The President, Second Vice-President, and Treasurer shall be elected in odd years and biennially thereafter. The First Vice-President and Recording Secretary shall be elected in even years and biennially thereafter.
- Section 2 A nominating Committee of three shall be appointed by the President in the summer and shall report at the April Meeting.
- Section 3 The Nominating Committee shall present one nominee for each office. Nominations may be made from the floor.
- Section 4 A member shall be eligible for office after completing one year of membership in the Club.
- Section 5 The new officers shall assume their responsibilities at the close of the May meeting with the exception of the treasurer who will assume duties at the beginning of the next fiscal year.

## Article 7. **Quorum**

Business shall be transacted by a majority of the membership present at a general meeting.

## Article 8. **Amendments**

These By-Laws may be amended as follows:

1. A three member committee appointed by the President will make recommendations to the Board of Directors.
2. If approved by the Board of Directors, recommendations are presented and voted on by a quorum at a meeting of the membership.

## Article 9. **Parliamentary Authority**

Parliamentary authority for this Club shall be Robert's Rules of Order Newly Revised, except in such cases as are covered by the Constitution, By-Laws and policies adopted by the Club.