

Constitution

of the New England Music Festival Association, Inc.

ARTICLE I **Name**

The name of this organization shall be the New England Music Festival Association, Inc.

ARTICLE II **Purpose**

The purpose of this Association shall be:

1. To promote good music through all possible agencies of music education.
2. To encourage high standards of performance by orchestral, band and choral groups through the sponsoring of music festivals.
3. To encourage intensive study by individual vocal and instrumental students by providing a definite immediate objective toward which students may work in the form of solo and ensemble festivals.
4. To stimulate music growth of both teacher and student through the promotion of activities that may raise the standard of musicianship, and encourage, on the part of the public, a more general appreciation and support of music and music education especially in the schools.
5. To work in close cooperation with all other educational institutions having a similar purpose.

ARTICLE III **Membership**

Any person actively engaged or interested in music education may become a member of this Association upon payment of the prescribed dues. All members may vote, but only those engaged in or retired from music education may hold office.

ARTICLE IV **Dues**

The dues of this Association shall be determined by the Executive Board.

ARTICLE V

Executive Board

1. The Executive Board shall be comprised of the following officers: President, President-elect, Immediate Past President, Chorus Manager, Orchestra Manager, Band Manager, Executive Secretary-Treasurer, Recording Secretary, Coordinator of the Solo and Ensemble Festival, Editor of the Bulletin, and Web Site Manager.

2. The government of this Association shall be vested in the Executive Board.

ARTICLE VI

Elections

1. A Nominating Committee, representing when practical each participating State, shall be appointed by the President and will be announced in the November Bulletin at which time the membership will also be advised to offer suggestions of possible officer candidates directly to the Nominating Committee by the published deadline. The Nominating Committee shall submit their slate of proposed officers for publication in the February issue of the Bulletin. At the Concert Festival All-Member Meeting, also designated as the Annual Meeting, the proposed slate of officers will be introduced onto the floor. Additionally, nominations from the floor by members deemed to be in good standing by the Association will be recognized followed by the election itself.

2. The President, President-Elect, and the three Managers shall be elected bi-annually at the time of the Annual Meeting to serve for a two-year term, but for not more than two consecutive terms.

3. The Executive Secretary-Treasurer shall be appointed by the Executive Board.

4. The Recording Secretary shall be appointed by the Executive Board.

5. 5. The Editor of the Bulletin shall be appointed by the Executive Board.

6. 6. The Coordinator for the Solo and ensemble Festival shall be appointed by the Executive Board.

7. The Librarian shall be appointed by the Executive Board.

8. The Web Site Manager shall be appointed by the Executive Board.

ARTICLE VII

Meetings

1. All meetings shall be Executive Board meetings and shall be open to any members of the Association, except when designated as an Executive Session. Regular meetings shall be held, one in September, one in January, and one in June. An All-member meeting shall be held at the time of the Concert Festival.
2. The Annual Meeting shall be the All-member meeting at the Concert Festival.
3. Special meetings of the Executive Board may be called by the President or at the request of three members of the Executive Board. Emergency meetings may be called at the discretion of the President. All special and emergency meetings shall be called with a reasonable notice given to all members of the Executive Board.
4. A quorum of the Executive Board shall consist of no less than five members.

ARTICLE VIII

Duties of the Executive Board

1. The Executive Board shall fill any vacancies that may occur in any office until the Annual Meeting of the Association.
2. The Executive Board shall decide all matters of policy of the Association unless otherwise provided for in the Constitution.
3. The Executive Board shall have jurisdiction over the policies of the Bulletin, which shall be published and distributed to the membership at least three times a year.
4. The Executive Board shall appoint annually a Dean of Women and a Dean of Men to regulate the conduct of students at Concert Festivals under the jurisdiction of the Association.

ARTICLE IX

Duties of the Officers

1. The President shall: Preside at all meetings of the Association and of the Executive Board; appoint all committees, unless otherwise provided for, with the advice and consent of the Executive Board; be a member of all committees *ex officio*.
2. The President-Elect shall: Perform all duties of the President in the absence of the President, act as coordinator for and between the Managers and function as liaison between the Host Chair(s) and the Executive Board.
3. The Immediate Past President shall serve on the Executive Board as a consultant and advisor; be the chairman of a committee of all Past Presidents, said committee to meet at least once annually prior to the Annual meeting. A report of this committee shall be made at the Annual meeting by the Immediate Past President.

4. The Chorus, Orchestra and Band Managers shall each select a committee of from three to six members consisting of, when possible, members from each participating state to serve with them. These committees shall be responsible for:

(a) The selection of student members of the Concert Festival Chorus, Orchestra and Band in accordance with current policies and operating procedures of the Association and the needs of the host community.

(b) The selection of a music program 20 minutes in length but not to exceed 25 minutes in length to be performed after consultation with the conductor and subject to the approval of the Executive Board no later than the June meeting.

(c) The selection of conductors for the Concert Festival, whose names shall be announced at the June meeting but no later than the September meeting.

(d) Chair the committee for the selection of required music for the Solo and Ensemble Festival.

(e) Inform the Executive Board as soon as possible of any and all unusual and/or out of the ordinary actions taken by them regarding the students.

5. The Recording Secretary shall: Keep an accurate report of all business meetings of the Association and the Executive Board meetings; send a report of the proceedings of each Executive Board meeting to the President, Executive Secretary/Treasurer, and the Editor of the Bulletin as soon as possible after each meeting.

6. The Executive Secretary-Treasurer shall: Conduct the official correspondence of the Association and of the Executive Board; see that notice of meetings of the Association and of the Executive Board are served upon proper persons; perform such other duties as the Executive Board shall direct; keep an accurate and up-to-to-date list of the names and addresses of all members of the Association a copy of which shall be forwarded to the Editor of the Bulletin by November 5th of each calendar year; pay all bills against the Association when properly approved by the President; receive and collect all monies due, giving the receipt of the Association therefore; give an itemized report of all receipts and disbursements at the June meeting, said report to be published annually in the Bulletin; submit annually an auditor's report covering the preceding fiscal year.

7. The Coordinator of the Solo and Ensemble Festivals shall: Obtain sites for said Festivals; acquire adjudicators as set forth in the By-Laws; schedule events of the Festival; post on-line all necessary information pertinent to the individual participating schools; preside over the distribution of the Festival results to all participating schools; implement all Association policies thereto.

ARTICLE X

Fiscal Year

The fiscal year shall date from June 1 to May 31.

ARTICLE XI

Rules of procedure

The official manual of parliamentary procedure shall be "Roberts' Rules of Order Revised."

ARTICLE XII

Effective date

This Constitution cancels the previous Constitution and all previous rules and regulations of the Association and takes effect December 12, 2003.

ARTICLE XIII

Amendments

This Constitution may be amended by two-thirds vote of the Executive Board at any official meeting, provided notice of such contemplated action is given in writing to the Association membership at least fourteen days prior to the meeting.

ARTICLE XIV

Disbandment

In the event of the disbandment or dissolution of this Association, all funds remaining after payment of legitimate bills shall be transferred to the participating State Music Educators Associations on a pro rata basis, based on active membership in the Association.