

**Constitution**  
**Band Alumni Chapter**  
**University of Memphis Alumni Association**

**Article I – Name**

The name of this organization is the Band Alumni Chapter of the University of Memphis Alumni Association.

**Article II – Purpose**

The Band Alumni Chapter of The University of Memphis Alumni Association supports the efforts of the National Alumni Association in engaging alumni, former students and friends in three challenges: advocating the ideals of the University and the band program, advancing its welfare, and fostering life-long relationships with the institution.

**Article III – Membership**

Section 1. Membership in this Chapter is open to all alumni, former students, friends, and supporters of The University of Memphis Band Program.

Section 2. Any Executive Committee member shall be a dues paying member of the University of Memphis Alumni Association.

Section 3. The Executive Committee may, at its discretion, confer honorary membership upon non-alumni individuals whose service and contribution to the Chapter or the Rudi E. Scheidt School of Music have been exceptional.

**Article V – Meetings**

Section 1. The annual membership meeting of the Clubs and Chapters shall be held during August at a time and place designated by the National Executive Board of Directors after notice of the meeting duly given in writing to all members and mailed at least fourteen (14) days prior to said meeting.

Section 2. The Executive Committee shall meet as needed but no less than quarterly and the general membership shall meet at least once each quarter at a time and at a place designated by the President upon notice given by US mail, e-mail, fax, or telephone. The Executive Committee, or at the request of the Executive Director of the University of Memphis Alumni Association upon notice of such meeting timely given by any means to all members of the Executive Committee.

**Article VI – Officers**

Section 1. The Executive Committee shall consist of the President, Vice President, Secretary, Treasurer and Chairmen of all standing committees until such time as the then existing Executive Committee, or the members of the Chapter, determine that additional members of the Executive Committee, are needed or desirable at which time at-large members may be added in a manner consistent with the Articles of Association at by-laws. The membership of the Executive Committee shall consist of a minimum of 12

members and no more than twenty four at any one time. The number of regular Executive Committee members may be likewise reduced as needs may change, but in no event until the expiration of the regular committeeman's terms.

Section 2. The majority of the members attending the Executive Committee meetings during June shall elect officers. Officers will serve for one (1) year beginning July 1 through June 30.

#### **Article VII – Chapter Finances**

No local dues are required to gain membership in this Chapter. Executive Committee members must be active, dues paying members of The University of Memphis Alumni Association and their dues will be paid directly to the University of Memphis Alumni Association. Chapters will establish a University account through the Alumni Association and deposit funds that the Chapters raise through its own efforts that are donated, or are provided by The University of Memphis Alumni Association. Chapter accounts not maintained by the University are not allowed or authorized unless otherwise approved by the National Executive Board of Directors. Chapters securing accounts other than those approved by the National Executive Board of Directors place themselves in jeopardy of losing their stipends. Chapter accounts will initially be established by the Alumni Association on behalf of the Chapter. Maintenance will be handled by the individual Chapter. Operating expenses that may be given to each Chapter by the Alumni Association will be approved by the National Executive Board of Directors and the Executive Director of the Alumni Association. Monies will be placed in accounts during the month of July. Any account established in the name of the Chapter, must provide for two (2) officer approvals for withdrawal of funds as determined by the Chapter's Executive Committee, and must be balanced monthly with a report given to the Chapter President. Officer account approvals must be updated during the month of June with new officer election. An annual financial report, or more often if required, will be prepared for distribution to the Chapter's Executive Committee, to the Executive Director of The University of Memphis Alumni Association, and its' National Executive Board of Directors. Such reports will be due by July 15. Any organization doing business with this Chapter may accept authorization, direction, documents, legal papers, account openings and closings, and anything deemed necessary by the President of this Chapter. The University of Memphis Alumni Association is automatically given authorization for viewing of all accounts, and should accounts exceed \$2500.00, monies must be deposited with the University of Memphis Foundation in the form of a scholarship account or for a designated project for the Chapter.

#### **Article VIII – By-Laws**

By-laws may be adopted whenever deemed advisable by the Executive Committee. They may be amended by a majority vote of the members of the Executive Committee upon at least fourteen (14) days notice given to the members of the Executive Committee. Such notice may be in any form certified by the Secretary to the President.

**Article IX – Amendments**

These Articles of Association may be amended by a majority vote of those members present at a regular meeting of the Chapter upon at least fourteen (14) days given of such meeting.