

Ashland Music Association

Bylaws

January 2010

ARTICLE 1 - NAME

The name of this organization shall be the Ashland Music Association. For the purpose of identification and brevity, any mention of the Ashland Music Association shall be referred to as AMA.

ARTICLE II - OBJECTIVES

The objectives of AMA shall be as follows:

1. To arouse and maintain an enthusiastic interest in band and chorus in the Ashland Public Schools.
2. To lend all possible support to the band and chorus in the Ashland Public Schools.
3. To build and maintain an association which will help promote the enrichment activities of the band and chorus in the Ashland Public Schools.

ARTICLE III – MEMBERSHIP

The membership of AMA shall consist of all parents of students currently enrolled in band and/or chorus within the Ashland Public Schools. Any other persons interested in becoming a member may enroll.

ARTICLE IV - MEETINGS

AMA shall hold general meetings quarterly throughout the school year. Additional meetings may be scheduled by the Executive Committee as needed. The Executive Committee shall make every effort to attend all meetings. All AMA members are invited and encouraged to attend the meetings as well.

Section 1 – Executive Committee

The AMA Executive Committee shall be comprised of the Ashland music teachers, AMA officers, and liaisons.

Section 2 - Quorum

1. A quorum shall be set by the Executive Committee at/or before each scheduled meeting.
2. A majority of the Executive Committee membership shall constitute a quorum.

Section 3 - Meeting Agendas

The President shall establish meeting agendas in conjunction with the Ashland music teachers. Any member may request that an item be placed on the agenda for discussion by contacting the President in advance of the meeting.

ARTICLE V - ELECTION OF OFFICERS AND LIASONS

Section I – Officers and Liaisons

Any AMA member may nominate themselves or another member for any position. Elections shall be held at the end of the school year. Officers and Liaisons may serve a maximum of two consecutive terms in the same position, unless unanimously approved by the Executive Committee.

Section 2 - Balloting

To better provide an opportunity for all members to vote, elections shall be conducted online.

ARTICLE VI - OFFICERS AND LIAISONS

Section 1 - Officers

The officers of AMA shall be President, Vice-President, Treasurer, Secretary, Publicist, and Media Specialist. The term of office for the officers shall be one year from July 1 to June 30 of the following year. Officers shall be eligible for reelection but shall not serve for more than two consecutive terms in the same office. The officers shall appoint Standing Committees and any other such special committee to assist them in their duties as they or the membership deem necessary.

Section 2 – Duties of the President

The President shall be the Chief Executive Officer of AMA in conjunction with the music teachers of Ashland. The President shall preside at all meetings of AMA. It shall be the President's duty to exercise supervision over the activities and welfare of AMA and keep the Officers and Liaisons informed of all matters pertaining to the affairs of AMA.

Section 3 – Duties of the Vice-President

The Vice President shall preside at any meetings of AMA held in the President's absence. In addition, the Vice President shall coordinate concert greeters and shall recruit other AMA members to assist in that goal as need be.

Section 4 – Duties of the Treasurer

The Treasurer shall receive and disburse the funds of AMA as established by the budget and authorized by the Executive Committee. The Treasurer shall keep and preserve proper vouchers and books of account which shall be open for examination by the Executive Committee and/or the membership of AMA. The Treasurer shall also make the voucher records and books of account available annually for audit by an auditing committee duly appointed by the President. The Treasurer shall deposit funds of AMA in such banks as may be approved by the Executive Committee. All checks drawn upon the funds of AMA shall require the signature of the Treasurer and President. The Treasurer shall submit an annual report to the membership. In addition, the Treasurer shall submit a financial report at each general meeting and shall also present other financial reports as may be requested by AMA. The Treasurer will prepare a proposed annual budget for the next fiscal year. Recommendations will be based on past history, Executive Committee recommendations, and Ashland music teacher recommendations.

Section 5 - Duties of the Secretary

The Secretary shall prepare and keep minutes of all AMA meetings and prepare and present necessary reports to AMA.

Section 6 – Duties of the Publicist

The Publicist shall be responsible for generating publicity for Ashland bands and choruses, primarily concert events. The Publicist should be in contact with local access TV stations and local newspapers. The Publicist should be comfortable writing short articles for newspapers, and designing and distributing promotional posters throughout town. The Publicist shall organize efforts to advocate for music education throughout the community and may use sources such as *menc.org* and *supportmusic.com* to support such efforts. The Publicist may recruit other AMA members to assist in these goals as need be.

Section 7 – Duties of the Media Specialist

The Media Specialist shall be responsible for establishing, maintaining, and moderating an AMA website which shall include a forum or bulletin board where members of the AMA may communicate with one another.

Section 8 – School Liaisons

There shall be one elected official band and chorus liaison for Mindess School, Ashland Middle School, and Ashland High School. (6 total) The liaisons shall be the representatives of their respective schools and groups at meetings.

ARTICLE VII - FUNDRAISING

All AMA fundraising programs should be approved by the Executive Committee and Ashland music teachers. Fundraising programs should ideally conform to the following guidelines:

1. Fundraising programs should be goal oriented.
2. Fundraising programs should be minimally intrusive to the classroom.
3. Fundraising programs should maximize collections of large amounts of money in a short period of time, while minimizing the expense to students and parents.

ARTICLE VIII - AMENDMENTS

Proposals for amendment to these Bylaws may be initiated by the Executive Committee or by Ashland music teachers. Each proposed amendment must be submitted in writing to the Executive Committee who shall review the proposed amendment. An amendment shall become effective upon receiving two-thirds affirmative vote of the Executive Committee membership present at the meeting and upon receiving a majority affirmative vote of Ashland music teachers.

ARTICLE IX- DISSOLUTION

Should AMA enter dissolution, all monetary funds shall be distributed amongst Ashland band and chorus budget accounts.