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[Reflects changes to be approved January, 2020]

## OREGON BAND DIRECTORS ASSOCIATION CONSTITUTION AND BY-LAWS

### Article I Title and Purpose

Section 1. Name. The name of the association shall be the Oregon Band Directors Association. It shall be a cooperative affiliate with the **Oregon Music Education Association**.

Section 2. The object of this association shall be to represent the band directors in OMEA and to sponsor sessions of value to band directors, to further an interest in school band music in Oregon, to advance and better our school bands, to strengthen the professional standing of the school band teacher in Oregon, and such other objectives and purposes as this association may from time to time adopt by amendment of this constitution.

### Article II Meetings

Section 1. Annual meetings shall be held in the summer at the **Summer Reading Workshop** and in the winter at the **Oregon Music Education Associations State Conference**.

Section 2. Special meetings shall be called at any time by the president or upon request by a majority of the Board of Directors. Upon the written petition of any fifteen (15) active members, the president shall be required to call a special meeting to act upon the subject matter stated in the petition.

Section 3. A quorum for the transaction of business by the Association shall be not less than twenty per cent (20%) of the active members in good standing who must be present in person or represented by an active member of the Association by means of a written proxy. Voting may also be conducted electronically. It will be the duty of the **secretary/webmaster** to receive and verify all proxies and votes.

Section 4. All deliberations of this Association shall be governed by Roberts Rules of Order.

Section 5. The following order of business shall be observed at all regular meetings of this association:

1. Roll call of members ~~and a verbal review~~ and acknowledgment of honorary members by the secretary which shall be kept up to date each year.

2. **Review** of the minutes of the last regular meeting and all special meetings held since then.
3. Reports or messages from the President.
4. Treasurer's report.
5. Report of standing committees.
6. Report of special committees.
7. Unfinished business.
8. New business.
9. Good of the order.
10. Installation of officers.

### Article III Membership

Section 1. Membership in the association shall be under three classifications: (1) Active members, (2) Associate members, and (3) Honorary members. Active and Associate members shall be concurrent members of the OMEA.

Section 2. Upon payment of dues active membership shall be open to all members of OMEA actively engaged in the teaching of public or private elementary or secondary school bands in Oregon who are fully accredited by the State Board of Education for the State of Oregon and who hold a current active teacher's certificate in music and to all persons engaged in the directing of bands in Oregon.

Section 3. Associate members. Upon payment of dues associate members shall have all the rights and privileges of active members, except that they cannot hold any offices and shall not be permitted to vote upon any business under discussion. Associate members may attend all meetings and may take part in all discussions the same as active members. **Associate members include the following persons:**

(1) Any active member who shall cease to be actively engaged in the teaching of a school band for a period of one year shall be ineligible for active membership but shall be eligible for associate membership upon payment of dues. Band directors who are retired by Oregon School Law may remain as associate members with all dues waived.

(2) Any person or organization interested in the general advancement and betterment of school bands in Oregon may become an associate member of this Association upon payment of dues.

Section 4. Honorary members. The association may by majority vote, elect outstanding persons to Honorary Membership. Honorary Membership shall be divided into the two following classifications:

(1) Active members who are elected to Honorary status shall, while they remain actively engaged in the teaching of school bands in Oregon, retain voting franchise and all dues shall be paid by the OBDA.

(2) All other Honorary Members may be persons interested in school bands but not necessarily musicians. These members and all Honorary Members in the first classification who cease to be active shall not be franchised and all dues shall be waived.

Section 5. Active membership in the Association shall be by individuals (not by schools). These individuals shall be held morally responsible to the Association for infringements of ethics, rules, and requirements of the Association.

#### Article IV Officers

Section 1. Officers of this Association shall be **President-elect, President, Past President, Secretary/Webmaster and Treasurer** and, the **six Regional Representatives**. The officers shall be elected to serve for a term of two years with the exception of the Secretary-Treasurer who shall be appointed by the President with Board approval. The President-elect shall be elected on alternate years from the board, the officers to start July 1 of the even numbered years and the **Regional Representatives** on odd numbered years. **The President-elect will become President and then Past President; serving two years in each position.** The six members of the Board of Directors are elected to represent **six** geographic areas as follows:

EASTERN: OMEA Districts 6 and 9

CENTRAL: OMEA District 5

**NORTHERN: OMEA Districts 1, 2, and 13**

**NORTHWEST: OMEA Districts 3, 14, and 15**

WILLAMETTE: OMEA District 4, 11, 12

SOUTH WESTERN: OMEA Districts 7, 8, and 10

**FORMATTING EDITS HAVE BEEN MADE TO SECTION 2, CONTENT CHANGES ARE HIGHLIGHTED**

Section 2. The President-Elect

(1) The President-elect shall be in attendance at all meetings and should be informed of all the Association's matters so he can enter office informed of all activities of the Association. In the case that the President cannot complete his term, the President-elect shall complete it for him. The new President may also run again for President to fulfill his originally elected term in office. The President-elect should have his/her new Secretary/Webmaster and Treasurer chosen before the annual business meeting.

(2) The President-elect will be a part of the OMEA Planning committee and serve as the All-State Symphonic Band Manager.

### Section 3. The President

(1) It shall be the duty of the President to preside at all meetings of the Association and to attend to such committee meetings as he/she may deem necessary. Unless otherwise ordered by the Board of Directors or by the membership of the Association, he/she shall appoint all committees created by either body. He/she shall be a member ex-officio of all committees.

(2) The President shall be the executive office; he/she shall be expected to act upon his/her judgment in representing the Association in any matter upon which he/she has received no previous instruction from the Association or from the Board of Directors.

(3) The President shall be responsible to the Board of Directors at all times and must accept and carry out any instruction given him/her by the Board of Directors.

(4) The President will be a part of the OMEA Planning committee and serve as the All-State Wind Ensemble Manager.. He/She is in charge of the screening process for All High School winds and percussion for the All-State Symphonic Band, All-State Wind Ensemble, and Orchestra.

### Section 4. The Past President

(1) The Past President shall, in the absence of the President or at the order of the President, perform all the duties of the President.

(2) The Past-President will be a part of the OMEA Planning committee and will work with the all-state conference chair to select and coordinate the Band Sessions for the All-State conference.

(3) The Past-President will serve as the Band Chair on the OMEA State Board.

### Section 5. The Secretary/Webmaster

(1) The Secretary/Webmaster shall keep minutes of all meetings of the Association and of all Board of Director meetings.

(2) The Secretary/Webmaster shall handle all correspondence of the Association as directed by the President or the Board of Directors.

- (3) The Secretary/Webmaster shall take on all responsibilities of maintaining and managing the OBDA Website, under the direction of the Board of Directors.

#### Section 6. The Treasurer

- (1) The Treasurer shall collect all funds of the Association and deposit same as may be ordered by the Board of Directors.
- (2) The Treasurer shall pay all bills and demands against the Association when duly authorized by the Board of Directors. He/ she shall keep and account of all receipts and disbursements in proper books of account, which records shall be subject to examination by the Board of Directors at all times.
- (3) The Treasurer should have receipts and records of all money taken in for dues as well as all other transactions for a complete financial record. He/ she shall render statement in writing to the full membership at Association meetings.
- (4) The fiscal year shall run from July 1 to June 30. The books of the Treasurer shall be closed for auditing fifteen (15) days prior to the end of the fiscal year. The Board of Directors may order that the books be audited by a professional auditor and in turn inspected by a committee of the association.
- (5) All checks shall be signed by the Treasurer with board approval.

#### Section 7. The Regional Representatives

- (1) Regional Representatives are to keep their region up to date on OBDA business and make sure that all Band activities are in accordance with OBDA, OMEA and OSAA policies.
- (2) Regional Representatives will serve on committees and advise the President as needed.

### Article V

#### Nomination and Election of Officers

Section 1. Nominations for election of officers shall be made by nominating committee of five members, appointed by the President prior to the annual winter meeting. This committee shall select one or more candidates for each office. Further nominations will be called for from the floor.

Section 2. Officers shall be elected at the annual winter meeting and shall enter upon their duties of office at the beginning of the next fiscal year.

#### Article VI Board of Directors

Section 1. The President-Elect, President, Past-President, Secretary/Webmaster, Treasurer, and six members of the Board, all fully elected by the membership of the Association for a term of two years, shall constitute the Board of Directors of the Association.

Section 2. The Board of Directors shall be responsible for the proper handling of all business and finances of the Association.

#### Article VII Amendments

Section 1. This constitution may be amended at any time by a majority vote of the total active members of the Association.

Section 2. Any proposed amendment must first be presented in writing to the Board of Directors not less than one (1) month before a meeting of the Association, who shall in turn, submit the proposed amendment to the membership for a vote thereon.

#### Article VIII Dues

Section 1. Active membership dues shall be twenty-five dollars (\$25.00) for two school years. Associate membership dues shall be twenty-five dollars (\$25.00) for two school years.