

*Texas Future Music Educators
Springtown Chapter
By-laws*

ARTICLE 1. Officers

SECTION 1. The student officers of the chapter shall be a president, a vice-president, and a secretary-treasurer, (one) choir representative and (one) band representative. The faculty sponsor(s) of the chapter shall serve as executive officer(s).

SECTION 2. The officers shall be elected by ballot at the first meeting of the fiscal year, and shall hold office for one year or until a successor is elected. In the event of there being only a single candidate for an office, this candidate may be elected by acclamation.

SECTION 3. The duties of the president shall be those usually pertaining to this office. The president should run the meetings using Roberts Rule of Order. In addition, he shall call special meetings as provided for in Article III, Section 2. It shall also be his duty to call the meetings of the Faculty sponsor(s) provided for in Article IV, Section 3.

SECTION 4. The duties of the vice-president shall be those usually pertaining to this office. The vice-president will run the meetings in absence of the president. The vice-president should assist the president in any activities as needed. The vice-president should assist the secretary/treasurer with correspondence, and preserve the chapter by-laws.

SECTION 5. It shall be the duty of the secretary-treasurer to make a correct record of all the transactions of the chapter, to keep a register of the members, to conduct the correspondence of the chapter, and to preserve the Charter, Bylaws, and other records of the chapter. Unless prohibited by local district policy, to keep a correct account of all the receipts and expenditures and provide a financial report at all meetings. Further, the secretary-treasurer shall submit an annual report summarizing all the information above to the TMEA headquarters by the end of the fiscal year.

SECTION 6. It shall be the duty of the band and choir representatives to attend all officer meetings and vote on ideas presented.

ARTICLE II. Membership

SECTION 1. The nomination of candidates in all categories and their election shall be the function of the Faculty Sponsor(s). Non-faculty members shall not vote on election of new members.

SECTION 2. The election of membership in all categories shall be in accordance with the policy set forth in the State Constitution.

SECTION 3. Members of other chapters desiring to transfer shall be registered as members of this chapter upon receipt of a letter of transfer.

SECTION 4. The Springtown TFME Chapter will present a public recital at the end of the school year prior to TSSEC. All TFME members are required to perform in this recital.

ARTICLE III. Meetings

SECTION 1. A minimum of four meetings shall be held during the organization's fiscal year, preferably two of which shall be during the fall term and two of which shall be during the spring term.

SECTION 2. Special meetings may be called by the president or faculty sponsor(s) member at any time, and shall be so called at the written request of any four members of the chapter. Notice of such meetings shall be given to each chapter member at least one week in advance of the meeting.

SECTION 3. One-half of the chapter membership shall constitute a quorum for the transaction of business.

SECTION 4. The order of business may be as follows:

1. Call to order
2. Reading of minutes of the last regularly scheduled business meeting and intervening special meetings
3. Announcement of new members
4. Appointment of committees
5. Report of chapter officers
6. Report of committees
7. Unfinished business
8. New business
9. Program
10. Report of nominating committee and/or election of officers
11. Adjournment

SECTION 5. All meetings are required unless approved by a faculty sponsor. Approval will require written notification in advance of the meeting and is not guaranteed to be approved.

ARTICLE IV. Faculty Sponsor(s)

SECTION 1. The Faculty Sponsor(s) shall consist of the music faculty who are TMEA Active Members.

SECTION 2. The Faculty Sponsor(s) shall have power to select and announce new members.

SECTION 3. A meeting of the Faculty Sponsor(s) should be called at least two weeks prior to the date of induction for the consideration of qualifications of candidate for membership.

ARTICLE V. Distribution of Assets upon Dissolution

SECTION 1. Should the chapter become inactive or dissolved for any reason whatsoever, the assets of the chapter regardless of their nature or location, shall become the property of the educational institution with which the chapter has been associated.

ARTICLE VI. Amendments

SECTION 1. Amendments to these Bylaws, when consistent with the Constitution of the state organization of the Texas Future Music Educators, may be adopted at any annual meeting of the chapter on a three-fourths majority vote, provided such amendments have been approved by the Faculty Sponsor(s). The TMEA Executive Director must be notified of any major deviations or changes to these bylaws.

NOTE: Article V is mandatory in order to comply with state statutes. The other suggestions for chapter bylaws are not to be construed as applicable in all details to all chapters. However, they represent procedures and definitions of authority consistent with the Constitution of the Texas Future Music Educators which has been adopted “in principle” by the Texas Music Educators Association.