BYLAWS
of
THE MARQUETTE CHORAL SOCIETY
(Updated FALL 2013)

ARTICLE 1: NAME AND AFFILIATION

Section 1 Name: The name of this organization is THE MARQUETTE CHORAL SOCIETY, hereinafter referred to as the Society.

Section 2 Affiliation: The Society is a self-governing organization and is associated with the Department of Music at Northern Michigan University. As such, it assists in its own financial support through assessment of dues, fund raising, and concert box office receipts. The Society serves a number of NMU students who enroll for academic credit. The University normally provides facilities for rehearsal and performance.

ARTICLE 2: PURPOSES

Section 1 The objectives of the Society are:
  a. to establish and maintain a tradition of choral excellence.
  b. to present performances of major choral literature, accompanied and unaccompanied, secular and sacred, from all musical eras
  c. to exert a positive influence on choral performance standards throughout the Upper Peninsula of Michigan.
  d. to promote other cultural programs which support the above purposes.

ARTICLE 3: MEMBERSHIP

Section 1 Who may join: The Society is a symphonic choir of competent singers. All persons who demonstrate a love for and dedication to the choral art are welcome. Auditions are optional at the discretion of the Music Director.

Section 2 Terms of Membership: Membership is by semester. Persons are welcome to join during the first three rehearsals of each semester. Exceptions are at the discretion of the Music Director. Members normally purchase the scores to be performed that semester at the beginning of the semester. Dues are assessed according to Article 4.

Section 3 Requirements for membership retention: Retention of membership in the Society is contingent upon consistent attendance at rehearsals and concerts as defined in Section 4 below.

Section 4 Rehearsals and concerts and absences therefrom: The annual concert
season begins in September and normally coincides with the fall and winter terms for Northern Michigan University, and may also include a summer concert period. A concert period shall normally consist of two performances, together with those rehearsals in preparation for it. Rehearsals and concerts shall be held at times and places to be designated by the Music Director. In addition to regular weekly rehearsals, special rehearsals may be held prior to concerts. Members are expected to attend all rehearsals and performances. Excessive absences may disqualify a singer from that semester's concerts. University attendance policy applies to those registered for academic credit.

Section 5  A member shall be subject to dismissal, at the discretion of the Executive Board, for failure to abide by the rules and Bylaws of the Society, for conduct not in keeping with the nature and goals of the organization, or for nonpayment of dues.

ARTICLE 4: DUES
Section 1  Members shall pay non-refundable semester dues in an amount and at a time to be determined by the Executive Board.
Section 2  Members who are registered for academic credit shall be exempt from the payment of dues.

ARTICLE 5: OFFICERS
Section 1  Titles, Qualifications, Duties, and Terms of Office: The elected offices of the Society shall be President, Vice President, Treasurer, Secretary, and Public Relations Manager. They shall serve without remuneration for one year and be eligible for reelection. Continuation in office shall be contingent upon satisfactory performance of the duties of the office, subject to the discretion of a majority of the Executive Board.
Section 2  The Music Director shall be an officer ex officio, and shall be the official representative of the University.
Section 3  President: The President shall be the chief executive officer of the Society and shall exercise general management of its business and supervise the functions of its other officers. The President shall preside over all meetings of the Executive Board and over all meetings of the Society. He/she shall be a member ex officio of all operating committees of the organization. He/she shall serve as liaison between the Music Director and the Executive Board, and the general membership. He/she shall compile and present at the Annual Meeting the annual report of the transactions and conditions of the Society.
Section 4  Vice President: The Vice President shall assume the responsibilities and carry out the duties of the President in the President's absence. He/she shall also serve
as chairman of the Nominating Committee. He/she shall also see that attendance is taken at all rehearsals and shall compile and maintain accurate membership records of the Society. He/she shall coordinate the Hospitality Committee activities.

Section 5   Treasurer: The Treasurer shall collect all monies acquired by the Society, and shall deposit such funds with the NMU Foundation. He/she shall render a statement of the condition of such funds to the members of the Executive Board whenever so requested and shall prepare an annual financial report for the Annual Meeting of the Society and shall submit said report to the NMU Foundation via the Music Department secretary.

Section 6   Secretary: The Secretary shall record the proceedings of the business meetings of the Society and of the Executive Board in books kept for that purpose and belonging to the Society. He/she shall maintain a file of the organization’s business records and correspondence, and shall have charge of the correspondence of the Society.

Section 7   Public Relations Manager: The Public Relations Manager shall serve as chair of the Public Relations Committee, and shall be responsible for publishing and advertising the Society and its performances.

Section 8   Resignation: An officer may resign at any time by giving written notice to the President or Vice President. Such resignation shall take effect at the time stipulated in the notice, and acceptance of such resignation shall be automatic.

Section 9   Vacancies: If an office should become vacant before the expiration of the term, it shall be filled without undue delay by a majority vote of the remaining members of the Executive Board at a special meeting called for that purpose. Such elections should be held within thirty days from the date of the vacancy. Officers chosen will hold office until the next Annual Meeting.

ARTICLE 6: EXECUTIVE BOARD

Section 1   Composition: The Executive Board shall consist of the officers specified in Article 5.

Section 2   Responsibility: All affairs of the Society, except where otherwise provided for in these Bylaws, shall be conducted by the Executive Board, whose authority shall be final, except where modified by the policies of the University. Issues shall be decided by a simple majority; each member shall have one vote.

Section 3   Meetings: The Executive Board shall meet at least four times during each concert season. Additional meetings may be held at the discretion of the President or the Music Director, or when asked for by two or more Board members.
Section 4  Duties: The Executive Board is charged with:

   a. holding meetings at such appropriate times and places as are deemed necessary.
   
   b. conducting the business of the Society and formulating policies, except as specifically delegated to the Music Director in Article 10.
   
   c. approving an annual budget, and promoting and planning for appropriate fund raising activities.
   
   d. making final decision about the dismissal and reinstatement of dues-paying members.
   
   e. appointing committees, carrying on correspondence and communication, employing agents or assistants, establishing policy and direction, and otherwise devising and executing activities deemed proper and constructive for the objectives of the Society and the welfare of its members.

ARTICLE 7: MEETINGS

Section 1  Annual Meeting: An Annual Meeting shall be held each year. At this meeting, the officers for the upcoming concert season shall be elected; a budget, including specification of dues shall be adopted; and, any other business which may properly come before the meeting shall be transacted.

Section 2  Special Meetings: Special meetings of the Society may be held from time to time upon call by the President or any two members of the Executive Board or upon petition of at least 25% of the members of the Society, at such time and place as may be designated in the call for the meeting. The call for a special meeting shall specify the purpose for which it is to be held, and no other business shall be transacted thereat.

Section 3  Notice of meetings: Notice of each meeting of the Society, whether Annual or special, shall be given to the membership at a previous rehearsal at least two weeks in advance. Such notice shall state the purpose for which the meeting is to be held and the time and place of the meeting.

Section 4  Quorum: 50% of the members of the Society qualifying under Article 3 of these Bylaws shall constitute a quorum at any meeting.

ARTICLE 8: PARLIAMENTARY AUTHORITY

Section 1  The rules contained in the Robert's Rules of Order, latest edition, shall govern the Society in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the Society may adopt.

ARTICLE 9: COMMITTEES AND APPOINTMENTS
Section 1  The permanent committees and appointments of the Society shall be the Hospitality Committee, Nominating Committee, and the Public Relations Committee, the Historian, and the Patron Drive Coordinator. Unless specified otherwise in these Bylaws, all committee members shall be appointed by and serve at the pleasure of the Executive Board. The President may, with the approval of the Executive Board, appoint such other incidental working committees as are deemed necessary.

Section 2  General Duties and responsibilities: The committees of the Society will function under the supervision of the Executive Board. Each committee chair shall prepare and submit to the President an annual report in a timely manner prior to the Annual Meeting.

Section 3  Hospitality Committee: The Hospitality Committee shall promote harmony, good will, and cohesiveness within the Society by all appropriate means, including serving refreshments at rehearsals and arranging social affairs.

Section 4  Nominating Committee: The Nominating Committee shall be composed of one member from each Section of the Society and the Vice President serving as chair. It shall seek out candidates for the elective offices of the Society, at least three weeks prior to the Annual Meeting. It shall supervise balloting and voting at meetings of the Society.

Section 5  Public Relations Committee: The Public Relations Committee, chaired by the Public Relations Manager, shall promote the concerts and activities of the Society. It may appoint subcommittees, not limited to its own membership, as deemed necessary to carry out its work.

Section 6  Historian: The Historian shall keep and preserve memorabilia and historical records of the Society’s activities.

Section 7  Patron Drive Coordinator: The Patron Drive Coordinator shall coordinate and assist in carrying out patron drives.

ARTICLE 10: MUSIC DIRECTOR

Section 1  The position of Music Director for the Society shall be filled by a choral director at Northern Michigan University or by a qualified individual otherwise associated with the University, chosen by the Head of the Department of Music in consultation with the Executive Board of the Society.

Section 2  Function: The Music Director’s responsibilities shall encompass all matters of a musical nature relative to the Society, including, but not restricted to, the following:
a. the audition and selection on members
b. the programming of concerts, and the selection and ordering of music,
in consultation with the Executive Board.
c. the selection of soloists, either professional or from within the Society.
d. the selection of accompanists and orchestral groups to assist in the
preparation for a performance of concerts.
e. the conducting and scheduling of all rehearsals and of all
performances, unless otherwise delegated.

ARTICLE 11: UPPER PENINSULA CHORAL LEADERSHIP AWARDS

Section 1 One or two awards shall be made per year. Announcement of the
award(s) shall be made initially at the December, 1991 concerts, thereafter at the Spring
concerts beginning spring, 1993.

Section 2 It shall not be mandatory that awards be made every year.

Section 3 Nominations for the award(s) shall be collected through various means,
including but not limited to solicitation of current and/or past Choral Society members or
solicitation of the community at large. The nominations shall be supported with written
evidence that speaks to the criteria listed in #6 below.

Section 4 The awards shall be made by a majority vote of the full Choral Society
Executive Board. The vote shall be done by secret ballot, and the vote count shall
remain confidential with the board. Consideration of the candidates by the Board shall
likewise remain confidential.

Section 5 The awards shall consist of a plaque and public recognition at the
Society's concerts, in their programs, and through release to the media.

Section 6 The criteria for nomination shall be as follows:
a. at least ten (10) years service to choral music in the Upper Peninsula.
b. demonstrated excellence in teaching, conducting, and/or support for
quality choral music in the Upper Peninsula.

Section 7 The awards may be posthumously presented.
Section 8 A recipient of the award shall only receive the award one time.
Section 9 Those selected for the award shall be informed of the award as soon as
practical following the vote of the Executive Committee.
Section 10 Amendment to any provision of this procedure or of the awards program
itself shall be as with any other Bylaw of the Society.
ARTICLE 12: AMENDMENTS TO THE BYLAWS

Section 1 Petition for amendments to the Bylaws of the Society will be accepted by the Executive Board at any time. A petition by 25% of the members or action by the Board shall be cause for convening a special meeting of the membership for the purpose of considering and voting upon the proposed amendments. Otherwise, proposed amendments shall be considered and voted upon at the next Annual Meeting of the Society. A copy of all proposed amendments shall be circulated to the membership of the Society at least two weeks prior to the meeting at which they are to be considered. The approval of any amendment requires a two-thirds vote of the active members of the Society.

ARTICLE 13: DISSOLUTION

Section 1 In the event of the final dissolution of the Society, its assets shall in no wise be deemed property of the members, but shall remain in the possession of the NMU Foundation for the benefit of and for the specific purposes as determined by the University's Music Department.