

Bylaws of

ORPHEUS CLUB

District VI, Affiliated with the  
Illinois and National Federations of Music Clubs

Revised 2018

ARTICLE I - NAME

The name of this organization shall be Orpheus Club.

ARTICLE II - OBJECT

The object of the Club shall be: (1) Bring into working relations with one another, individuals directly or indirectly associated with musical activity for the purpose of developing and maintaining high musical standards, and aiding and encouraging musical education; (2) to foster and promote music and musical interests in the community; (3) to cooperate with the Illinois and National Federation of Music Clubs in their specific plans for the advancement of music.

ARTICLE III - MEMBERSHIP

Section 1. Senior Active membership shall be open to individuals directly or indirectly interested in the promotion of musical activity.

Section 2. The candidate for membership will submit an application form to the Membership Chairperson. After approval by said Chair, s/he shall present the name to the general membership. Upon receipt of the accepted candidate's dues by the Treasurer, the candidate shall become a Senior Active member of the Club.

Section 3. Membership may be terminated by: 1) voluntary resignation, or 2) non-payment of dues by the November meeting after notice by the Treasurer.

Section 4. Teachers who choose to enter students in the Junior Festival must be members of Orpheus Club by the first day of November.

ARTICLE IV - DUES

Section 1. Sources of income shall be from membership dues, fund-raising activities, and assessments as necessary.

Section 2. Annual dues of each member shall be \$25.00 per year.

Section 3. Failure to pay dues by the November meeting after proper notification by the Treasurer automatically cancels the membership.

Section 4. The fiscal year shall be from July 1 of one year to June 30 of the succeeding year.

Section 5. Dues of new members joining the Club April 1 and after shall be applied to the following year.

ARTICLE V - OFFICERS

Section 1. Officers of the Club shall be: President, First Vice-President, Second Vice-President, Secretary, Treasurer, and Historian.

Section 2. The Appointive Positions of the Club shall be the Chairpersons of the following Standing Committees: Courtesy, Junior Festival, Publicity, Program, Membership, Yearbook, Scholarship, and Website.

Section 3. All officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the Club.

Section 4. The Executive Board shall be composed of all the Officers of the Club.

Section 5. No member shall be eligible as a Club Officer who has not been a member of the Club for at least one year.

Section 6. No member shall be eligible for the Presidency who has not served one year as a member of the Executive Board.

#### ARTICLE VI - STANDING COMMITTEES

Section 1. The Standing Committees of the Club shall be the following: Courtesy, Junior Festival, Publicity, Program, Membership, Yearbook, Scholarship, and Website.

Section 2. No member of less than one year's standing shall be eligible to chair a Standing Committee.

#### ARTICLE VII - DUTIES OF OFFICERS

##### Section 1. Officers

- A. The President shall
  1. Preside at all meetings of the Club and of the Executive Board
  2. Follow the order of business at meetings as suggested in Practical Pointers on Parliamentary Procedure.
  3. Appoint the Chairpersons for the following Standing Committees: Courtesy, Junior Festival, Publicity, Program, Membership, Scholarship, and Website.
  4. Appoint special committees as needed.
  5. Approve the selection of committee members chosen by the Committee Chairpersons.
  6. Keep a file of club correspondence, programs, and other items of interest.
  7. Serve as President of District VI.
- B. The First Vice-President shall
  1. Preside in the absence of the President.
  2. Automatically become President for the unexpired term, in the inability of the President to serve.
  3. Be Chairman of the Program Committee.
- C. The Second Vice-President shall be chairman of the Membership Committee.
- D. The Secretary shall record the Minutes of all Meetings of the Club and Executive Board, and keep each in a permanent file.
- E. The Treasurer shall
  1. Be custodian of all funds.
  2. Keep all records in a permanent record book/file.
  3. Provide a financial report at each meeting.
  4. Disburse funds as allowed by the budget or after approval of the Club.
  5. Keep an official list of all members in good standing.
- F. The Historian shall collect and preserve all printed materials, articles, and programs related to the affairs of the Club.

##### Section 2. Committee Chairpersons

- A. The Courtesy Chairperson shall send an appropriate message or gift to the ill, hospitalized, and grieving members.

- B. The Junior Festival Chairperson shall have charge of all affairs pertaining to the Junior Festival. This officer shall follow the directives from the State Junior Festival Chairperson and the State Gold Cup Chairperson.
- C. The Publicity Chairperson shall send notices to the local news media concerning events of the Club, shall notify members of meetings and special events, and shall submit articles to Federation publications, when appropriate.
- D. The Scholarship Chairperson shall inform the club of scholarship dates, arrange for judges and location for auditions, and inform the Club as to the winners.
- E. The Yearbook Chairperson shall gather information and provide an annual Club yearbook.
- F. The Website Chairperson shall oversee the Club website including such tasks as: updating data and photos, maintaining website functions, and informing the club of any maintenance fees due.

#### ARTICLE VIII - MEETINGS

Section 1. The regular meetings of the Club shall be on the second Thursday of the month, September through May; the time and place to be designated by the Program Committee.

Section 2. Special meetings may be called by the President or at the request of four members of the Club provided the request states clearly the purpose of the session, and a notice of seven days is given.

Section 3. Twenty-five per cent (25%) of the Club membership, three of whom are members of the Executive Board, shall constitute a quorum.

Section 4. Three elected officers shall constitute a quorum of the Executive Board.

Section 5. The May meeting shall be the annual luncheon meeting. Annual reports may be presented as directed.

#### ARTICLE IX - COMMITTEES

Section 1. Standing and Special committee members shall be chosen by each Chairperson with the approval of the President.

Section 2. Standing Committees

- A. The Program Committee shall be chaired by the First Vice-President. Its duty shall be to arrange the program and place of meetings for the year.
- B. The Membership committee shall be chaired by the Second Vice-President. This committee shall act in accordance with ARTICLE III - MEMBERSHIP, Section 2, and shall also be responsible for orientation of new members.
- C. The Junior Festival Committee shall organize and conduct the annual Festival according to the official rules set down in the current Festival Bulletin.
- D. The Scholarship Committee shall organize and conduct any Club scholarship auditions.
- E. The Courtesy Committee shall act in accordance with ARTICLE VII- Section 2. A.

F. The Yearbook Committee shall act in accordance with ARTICLE VII - Section 2. E.

G. The Website Committee shall act in accordance with ARTICLE VII, Section 2. F.

#### ARTICLE X - JUNIOR CLUBS

Section 1. An Active Senior Club member may become a Counselor in order to organize a Junior Club. The National Federation of Music Clubs Junior Counselor's Handbook shall be the official guideline.

Section 2. A student under 19 years of age shall become an Active Junior Club member upon payment of yearly dues to the Counselor.

Section 3. The Counselor may recommend any active member of his/her Club for participation in the Junior Festival.

#### ARTICLE XI - PARLIAMENTARY AUTHORITY

The rules contained in Robert's Rules of Order Newly Revised and the National Federation of Music Club's Practical Points on Parliamentary Procedure shall govern the Club.

#### ARTICLE XII - AMENDMENTS

These bylaws may be amended at any regular meeting of the Club by 2/3 vote of those present and voting, providing the amendment(s) have been submitted in writing prior to said meeting.