

**BYLAWS OF THE
SOUTH BEND SYMPHONY ORCHESTRA LEAGUE
2011**

ARTICLE 1

Section 1. NAME. The South Bend Symphony Orchestra League.

Section 2. PURPOSE. The purpose of the South Bend Symphony Orchestra League is to support the South Bend Symphony Orchestra Association.

Section 3. ACTIVITIES.

- (a) The League shall work as equal partners with the SBSOA staff and the Symphony Orchestra Board of Directors on an annual major fund-raising event.
- (b) The League shall promote music appreciation and education within the region by:
 - shall keep the membership informed of the League's activities in the newsletter which shall be provided
 - providing volunteers for the Young People's Discovery Concerts and Family Concerts
 - sponsoring Concert Previews
- (c) Each year the League Board shall sponsor fund-raising events to supplement the contributions it makes in conjunction with its work on the joint League/Symphony Orchestra Assoc. Board fund-raising event(s).
- (d) All fund-raising events are to be approved by the League and Symphony Board of Directors.
- (e) Each member of the League's Board of Directors shall be expected to purchase tickets to at least one of the orchestra's concert series.

ARTICLE II – MEMBERSHIP

Section 1. ELIGIBILITY. The membership of the South Bend Symphony Orchestra League shall be open to all persons in the community and environs who are interested in and willing to support the South Bend Symphony Orchestra and support the League with annual dues.

Section 2. TYPES OF MEMBERSHIP.

- (a) Active Memberships: Thirty dollars (\$30.00) annually.
- (b) Family Memberships: Fifty dollars (\$50.00) annually.
- (c) Sustaining Memberships: Forty dollars (\$40.00) annually.
- (d) Life Memberships: Five Hundred dollars (\$500.00).

ARTICLE III – Officers

Section 1. OFFICERS. The officers of the League shall consist of a President, President-Elect, Vice President, Corresponding Secretary, Recording Secretary and Treasurer.

Section 11. EXECUTIVE COMMITTEE. The above named officers shall constitute the Executive Committee, with the addition of the retiring President and one member-at-large from the Board who shall become members of the Executive Committee for one year. The Executive Committee shall have and may exercise all the powers of the Board of Directors when the Board of Directors is not in session and that are not inconsistent with the provisions of these Bylaws. The Executive Committee shall meet at such times and upon such call as the President of the Executive Committee shall prescribe.

Section 3. DUTIES.

- (a) **PRESIDENT:** The President shall be the chief officer of the League and subject to the Board of Directors, and shall direct and oversee the management and operation of the League. The President shall preside, when present, at all meetings of members, the Board of Directors and the Executive Committee. The President may call special meetings unless otherwise directed by the Board. The President shall sign all contracts, deeds or other documents to which the League is a party. The President is an ex-officio member of all committees of the League, with the exception of the Nominating Committee. The President shall attend, as a voting member, the Board of Directors and the Executive Committee meetings of the SBSOA.
- (b) **PRESIDENT-ELECT:** The President-Elect shall perform all duties of the President for the duration of the President's absence or inability to serve. The President-Elect shall succeed to the presidency after completing this one-year (1) term. If for any reason the President-Elect cannot assume his/her duties the Vice-President shall step into that role.
- (c) **THE VICE-PRESIDENT:** In the year that there is no President-Elect, the Vice-President shall perform all the duties of the President for the duration of the President's absence or inability to serve.
- (d) **RECORDING SECRETARY:** The Recording Secretary shall keep a record of all SBSOL meetings and shall file them for future reference. This officer shall forward the minutes to the League Board of Directors and shall send them at her/his earliest convenience after each meeting.

- ~~(e)~~ **CORRESPONDING SECRETARY:** The Corresponding Secretary shall send get well and condolence cards to League members and/or their families when the need arises.
- (f) **TREASURER:** The Treasurer shall keep financial records of all moneys of the League. The Treasurer shall account for all receipts and disbursements and shall make proper financial reports to the League, the Board of Directors and Executive Committee as requested. The Treasurer shall serve as advisor to Treasurers of special projects.

Section 4. TERM OF OFFICE.

- (a) Under optimal circumstances, officers shall be elected for a two-year term, except the President-Elect, who shall be elected for one year before moving automatically into the office of President for a two (2) year term.
- (b) Newly elected officers shall assume their duties at the annual meeting of the SBSOL.
- (c) As a general rule, the Corresponding Secretary and the Treasurer shall be elected in even years; the President-Elect, Vice President, and Recording Secretary shall be elected in the odd years.
- (d) Vacancies of officers shall be filled by the President with the approval of the Board of Directors for the unexpired portion of that member's term. That person shall be eligible to serve the next term in the same office, if nominated and elected according to the Bylaws, at the annual meeting.
- (e) Termination of Office. The term of any officer shall be terminated by death or resignation, or by a majority vote of the Executive Committee at any regular meeting for cause deemed sufficient.

Section 5. METHOD OF ELECTION. Election of officers will take place at the annual meeting from a slate prepared by the Nominating Committee. The slate will be sent to the membership two (2) weeks prior to the annual meeting.

Section 6. SBSOA DIRECTORSHIP. The President of the South Bend Symphony Orchestra League shall be a voting member of the Board of Directors and the Executive Committee of the South Bend Symphony Orchestra Association.

ARTICLE IV – BOARD OF DIRECTORS

Section 1. AUTHORITY OF THE DIRECTORS. The management of all the affairs and the business of the League shall be vested in the Board of Directors.

Section 2. BOARD. The Board of Directors shall consist of the elected officers, chairpersons of all standing committees, and one appointed member-at-large from the membership. The immediate Past President shall be considered an honorary member of the Board and may serve at the discretion of the President in an advisory capacity with the power to vote.

Section 3. QUORUM. The majority of members present shall constitute a quorum.

Section 4. COMMITTEES.

(a) STANDING COMMITTEES: Committees will be formed at the discretion of the Executive Committee and may include the following:

Bus Trips	Membership
Concert Previews	Musician Housing
Directory	Newsletter
Education	Volunteers
Fund-Raising	

and *ad hoc committees* as deemed necessary.

(b) NOMINATING COMMITTEE:

1. The Nominating Committee shall become active in February of each year.
2. The President shall appoint a Chairperson.
3. The Nominating Committee shall have three (3) Board of Directors members and two (2) active persons from the membership. The President is an ex-officio member of the Nominating Committee.
4. The Nominating Committee shall prepare a slate of officers. Each candidate shall be informed of the responsibilities and time requirement of said office.
5. Information regarding the slate for Officers and Nominating Committee shall be sent to the membership no later than two weeks prior to the annual meeting.

ARTICLE V – MEETINGS

Section 1. BOARD MEETINGS. Meetings of the Board of Directors shall be held a minimum of four times a year. Between meetings of the Board of Directors, the Executive Committee shall possess and exercise all the power of the Board.

Section 2. NOTICE. Written notice of any League meeting shall be Included in the newsletter.

Section 3. QUORUM. The majority of Board members present shall constitute a quorum.

ARTICLE VI – FISCAL YEAR

The fiscal year of this organization is the year beginning each July 1 and ending on June 30, in accordance with the South Bend Symphony Orchestra's fiscal year. The League's books shall be included in the SBSOA annual audit.

ARTICLE VII – ADMINISTRATIVE FUND

The Administrative Fund of the League shall be used for operating expenses of the League; this fund consists of annual dues received from the membership and contributions not otherwise designated. The SBSO League will budget, each fiscal year, to give Five Thousand dollars (\$5,000) contribution to the SBSOA annual fund.

ARTICLE VIII – AMENDMENTS

The Bylaws shall not be inconsistent with the laws of the State of Indiana. Recommendations to alter, amend or repeal an article or section of these Bylaws may be made by the Board of Directors of the League with final vote subject to approval of two-thirds (2/3) of the membership present at any meeting. The proposed amendment shall be sent to the membership at least ten (10) days prior to the date of that meeting.