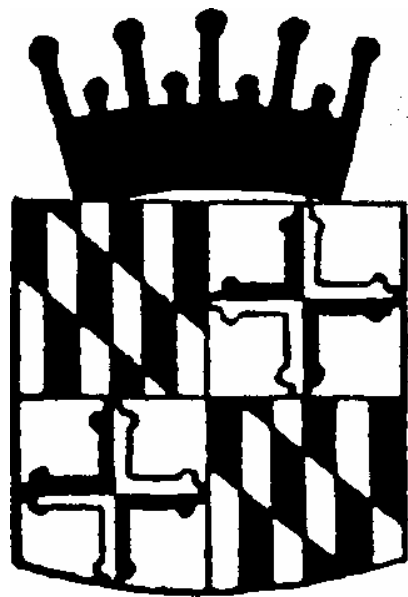


Maryland Music Educators Association

Maryland Band Directors Association



Constitution & By-Laws

MARYLAND BAND DIRECTORS ASSOCIATION

Constitution and By-Laws

(Revised April 2007)

Article I

Name and Purpose

Section 1

The name of this nonprofit educational organization shall be the Maryland Band Directors Association.

Section 2

The Maryland Band Directors Association is a component of the Maryland Music Educators Association, the state federated unit of the Music Educators National Conference (MENC), National Association for Music Education.

Section 3

The purpose of the Maryland Band Directors Association is to develop the musical, educational, cultural and aesthetic values of instrumental music through professional activities. The association seeks to:

- (a) provide enriched musical opportunities for students;
- (b) encourage student participation in music;
- (c) stimulate professional growth of its members;
- (d) improve the quality of music instruction; and
- (e) advance the cause of music as an integral part of general education.

Article II

Membership and Dues

Section 1

Band directors at any public, private or parochial school in Maryland may join MBDA by joining MENC, which also makes them members of MMEA. Each member receives the MENC Journal, the MMEA Journal and other information about national and state activities.

Section 2

Dues shall be paid to the MENC Business Office, 1806 Robert Fulton Drive, Reston, VA 20191, or online at www.menc.org or may be paid to the Membership Chairperson of MMEA.

Article III

Officers and Government

Section 1

The elected officers of this organization shall be: President, Immediate Past President, and President-elect. These officers must hold active membership in MMEA and MENC.

Section 2

The President shall appoint members to the following positions:

- Secretary
- Junior All State Band Manager
- Senior All State Band Manager
- All State Jazz Band Manager
- Jazz Conference Manager
- Wind and Percussion Solo and Ensemble Chairperson
- State Middle School Band Festival Chairperson
- State High School Band Festival Chairperson
- At Large Members

Section 3

The Executive Board of this organization shall consist of all elected officers and appointed members, each of whom votes. Each member of the Executive Board must hold active membership in MMEA and MENC.

Section 4

The President shall select two members from the Executive Board to serve with the president as a nominating committee, one of whom shall be designated by the President as chairperson. The nominating committee shall present the names of two candidates for the office of President -Elect to the MMEA Executive Board in even-numbered years. Terms of office and election procedures are specified in the MMEA constitution.

Article IV

Quorum

A quorum of the Executive Board shall consist of a simple majority , one of whom must be the President or the President's designee. The President's designee presides and votes as the President .

Article V

Meetings

There shall be a minimum of two Executive Board meetings during the school year called by the President. Decisions may be reached by mail, email or telephone ballot and shall be effective until confirmed or reconsidered at the next official meeting of the Executive Board . MBDA Executive Board meetings are open to all MBDA members and MMEA members.

Article VI

Amendments

This Constitution may be amended by two votes: a majority vote of the Executive Board at a regular or special meeting, followed by a two-thirds vote of the entire membership of the Board, voting by mail or email. At least twenty days must be allowed between the date of the mailing of ballots (or email notification) and the time that the ballots are due. Amendments may be proposed by the Executive Board or by written petition from at least ten members of the Association.

BY-LAWS

Article I

Executive Board and Duties

Section 1

The President shall call and preside at all meetings of the Maryland Band Directors Association. The President shall have the power to appoint committees not otherwise provided for in the Constitution and By-Laws. The President shall be the official representative of the MBDA on the MMEA Executive Board. The President or designee shall attend all meetings of the MMEA Executive Board. The President shall appoint all officers of the MBDA Executive Board, except for the President-elect and Immediate Past President. The President shall be responsible for the planning and implementation of all MBDA-sponsored activities, which include the band sessions at the MMEA Conferences, the Jazz Conference, Maryland All State Jazz Band, Maryland Junior All State Band, Maryland Senior All State Band, Maryland State Wind and Percussion Solo and Ensemble Festival, and the Maryland State Band Festival. The President, with the approval of the Executive Board, shall contact and secure the services of conductors for the All State Bands and adjudicators for the State Band Festival. The President shall be responsible for providing articles for each issue of the Maryland Music Educators Journal.

Section 2

The Immediate Past President shall serve as an advisor to the President and the Executive Board, and shall have other duties as may be assigned by the President and the Executive Board. The Immediate Past President shall be responsible for the revision of the solo, ensemble, and band music lists. The Immediate Past President shall assume all duties of the President in the case of disability or absence of the President.

Section 3

The President-Elect, in conjunction with the President, shall plan and implement all MBDA activities at the MMEA Conferences. The President-Elect shall have other duties as assigned by the President and the Executive Board and shall assume all duties of the President in the case of disability or absence of the President and the Immediate Past President.

Section 4

The Secretary shall keep minutes of all meetings of the Executive Board and of the Association. The President and the Executive Board may assign other duties. The Secretary shall keep an accurate and complete record of all organization business and activities.

Section 5

The Junior All State Band Manager, Senior All State Band Manager and All State Jazz Band Manager shall work with the MMEA Executive Director to ensure successful operation of each event. They shall follow the State Band and Jazz Manager guidelines in the MBDA Policies and Procedures.

Section 6

In conjunction with the MMEA Executive Director and the MBDA President, the Wind and Percussion Solo and Ensemble Chairperson shall establish deadlines, schedule performance events, secure adjudicators and oversee successful operation of the festival. The Solo and Ensemble Chairperson shall assist the Executive Director and the MBDA President at a meeting of all

adjudicators prior to the start of the festival for the purpose of explaining MBDA adjudication procedures. The Chairperson shall be responsible for the preparation of adjudication forms and certificates. The Solo and Ensemble Chairperson shall be responsible for the sale and distribution of medals. The Solo and Ensemble Chairperson may designate jobs to Executive Board members to ensure the success of the event.

Section 7

The State Band Festival Chairperson along with the President and Executive Director shall verify the eligibility of all applicants by checking the literature of the applicant. In conjunction with the State Band Festival Host, the chairperson shall ensure the availability of adequate equipment (i.e., chairs, stands, podium, piano, and percussion equipment) and personnel in the warm-up, performance and sight-reading areas. Medals will be distributed through the MMEA office. The Chairperson along with the Executive Director is responsible for creating the performance schedule as well as the preparation of adjudication forms and certificates. The Chairperson shall see to the successful production of the printed program. The State Band Festival Chairperson shall maintain a listing of results of all performing groups. The Chairperson shall follow the Band Festival Chairperson guidelines in the MBDA Policies and Procedures.

Article II **Funds**

All receipts for disbursement of funds for MBDA activities must be submitted to the MMEA Executive Director.

Article III **Amendments**

These By-Laws may be amended in the same manner as prescribed in Article VI of the Constitution.

Article IV **Rules of Order**

"Robert's Rules of Order, Revised" shall govern all business meetings of the Association.

Article V **Limitation of Responsibility of the Officers and Executive Board**

The authority and responsibility for the management and for the maintenance of the good will and credit of the Association is vested in the Executive Board, but it is expressly understood that neither the Executive Board nor any member thereof, nor any member of the Association, shall be required to accept personal financial responsibility for the duly authorized bills or obligations, or for suits or litigation which may develop from authorized activities of the organization carried on in good faith and in pursuit of the objectives, purposes and activities prescribed or authorized by the Constitution and By-Laws.