

North Georgia Chapter

The Fellowship of United Methodists in Music and Worship Arts

Approved 2012

(Based on Robert's Rules of Order, Newly Revised)

Article I Name

Section 1. Name: The name of the organization shall be "North Georgia Chapter of The Fellowship of United Methodists in Music and Worship Arts", hereinafter designated as "the chapter."

Section 2. Relationship: The Chapter shall be a chapter of The Fellowship of United Methodists in Music and Worship Arts, hereinafter called "The Fellowship", and shall adhere to its constitution. The chapter shall be self-governing.

Section 3. Boundaries: The geographical boundaries of the chapter shall be defined as follows: the boundaries of the North Georgia United Methodist Annual Conference.

Article II Object

Section 1. Purposes and Objectives: The purposes and objectives of the chapter shall be in keeping with The Fellowship. In addition, the chapter is organized to provide resourcing, networking and fellowship for the chapter members and to sponsor open events and activities for the enrichment of chapter members. These events include but are not limited to the North Georgia Fellowship Handbell Festival and/or the North Georgia Youth Music and Worship Arts Camp.

Article III Membership and Dues

Section 1. Membership: Membership is open to all interested persons. All members of The Fellowship that live within the geographical boundaries of the chapter shall be considered members of the chapter, unless the member makes a request to be in another chapter. Fellowship members outside the geographical boundaries of the chapter may request to be considered a member of the chapter rather than the chapter in which they reside.

Section 2. Dues: Membership dues shall be assessed by the national Council of The Fellowship. No additional fees or dues shall be charged members without the written consent of the Council of The Fellowship

Article IV Officers

Section 1. Officers:

The elected officers shall be: President, President-Elect, Secretary and Treasurer. All elected officers must be members of The Fellowship.

Section 2: Term of office:

The officers shall be elected for a two year term to begin in even numbered years at the summer meeting or July 1, whichever comes first. No member shall hold more than one office at a time. **The President, President-Elect and Secretary shall be eligible to serve no more than two consecutive terms on the council.** Officers are ineligible to hold any office for one term after leaving office.

Section 3. Duties of the officers shall be:

- a. The President shall preside at chapter and council meetings; appoint committees and coordinate their work; convene the council; serve as ex-officio member of all committees; file with the national Fellowship office an annual report which reflects chapter events, membership, financial status, current officers, and other pertinent data related to maintaining the chapter's active status. The president or his/her designee shall be responsible for maintaining membership records, contacting new and expired members, and encouraging non-members to join.
- b. The President-Elect shall carry out the responsibilities of the president in his/her absence; serve as program director, coordinating all aspects of programs and meetings (i.e., site arrangements, meals, worship services, reservations, etc.) with the exception of events already having a designated event coordinator. The President-Elect automatically assumes the office of President upon completion of the current term.
- c. The Secretary shall keep the minutes of the council meetings; communicate the chapter's plans by e-mail to chapter members; write appropriate letters of appreciation; and work with the President-Elect and other event coordinators to be sure that information on upcoming programs/meetings is communicated to members.
- d. The Treasurer shall keep accurate records of all moneys received from The Fellowship, workshops, festivals, etc.; and disburse all monies. An annual reporting of these monies shall be given to the council, The Fellowship, and the chapter members. Upon retirement from office the outgoing Treasurer shall turn over all records in good order to the incoming Treasurer.

Section 4. Nominating Committee:

Before Nov. 1 of odd numbered years (or six months before the officers are to be elected), the president shall appoint a nominating committee of 3 persons. This committee shall make one nomination for each office and submit these names by e-mail to the membership prior to March 1 of even numbered years.

Each candidate shall have been contacted by the nominating committee and shall have expressed a willingness to serve.

Members, in writing, may make additional nominations as long as they are returned to the nominating committee by April 1. The member making the nomination shall have contacted the nominee and the nominee shall have expressed a willingness to serve.

The committee's duties are accomplished with the installation of new officers.

Section 5. Election:

The nominating committee shall coordinate the election process.

All elections are to be held by mail or online. Mailed ballots or online voting shall be communicated to members no later than April 15. The deadline for receipt of ballots is May 15.

A simple majority of all votes for any office shall constitute an election. In case of a tie, the membership will vote again until there is an election. In the case of a tie an additional name for the office in question may be submitted, or a person may withdraw her/his name from consideration.

Section 6. Installation:

Officers will be installed and/or take office at the summer meeting or July 1, whichever comes first.

Section 7. Vacancies:

If any officer is unable to complete a term of office, the council may either appoint a replacement or reassign the officer's duties to other members of the council for the remainder of the term.

**Article V
Meetings**

Section 1. Meetings:

The council shall schedule meetings of the chapter. Members shall be notified of meetings by e-mail at least 4 weeks in advance. Official business of the chapter may be conducted at any meeting.

Section 2. Quorum:

The quorum shall be the number of members present at any called meeting.

**Article VI
The Council**

Section 1. The council shall consist of the elected officers of the chapter and the current appointed Youth Music Camp Coordinator. Other at/large members may be appointed.

Section 2. The council shall meet at least twice each year to conduct the business of the chapter. The council's primary responsibility is to provide resourcing, networking and fellowship for the chapter members. This may take the form of annual meetings, music festivals or other events or resourcing as requested by the members.

Section 3. A majority of the council shall be considered a quorum.

**Article VII
Committees**

Committees to accomplish specific tasks may be established by the council. The president shall appoint Committee/Event Coordinators and other members of these committees.

**Article VIII
Parliamentary Authority**

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the chapter 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 chapter may adopt.

**Article VII
Amendments**

Section 1. These bylaws may be amended by a two-thirds majority of the votes received by an online ballot, providing that the amendment(s) has(have) been submitted to the membership in writing 30 days in advance.

Section 2. The bylaws may be suspended for purposes of practicality by a two-thirds majority of the votes received, either at a meeting of the chapter membership or online.