

University of Illinois
Bands Alumni

BYLAWS

BYLAWS OF THE
UNIVERSITY OF ILLINOIS BANDS ALUMNI

ARTICLE I

Name, Mission and Objects, Relationship and Location

Section 1. Name. The name of the organization is “THE UNIVERSITY OF ILLINOIS BANDS ALUMNI” (referred to in these bylaws as the “Bands Alumni”).

Section 2. Mission and Objects. The mission of the Bands Alumni is to enhance and advance the relationship between the University of Illinois Division of Bands (referred to in these bylaws as “Bands”) and its alumni and among each other. It seeks to inspire lifelong loyalty and pride among band alumni and friends and to encourage alumni advocacy and philanthropy in support of Bands. The objects of the Bands Alumni are exclusively educational and charitable. The Bands Alumni also acts as a channel for Bands to keep alumni and other interested parties abreast of current issues, events and accomplishments of the Bands. No part of its income, from whatever source derived, shall inure to the benefit of any Member.

Section 3. Relationship to the University of Illinois Alumni Association. The Bands Alumni shall operate as an affiliate of the University of Illinois Alumni Association.

Section 4. Location. The Bands Alumni shall maintain such offices as the Governing Board (referred to in these bylaws as “Board”) directs.

ARTICLE II

Membership and Meetings of the Bands Alumni

Section 1. Classes of Members. The Bands Alumni is composed of Regular and Associate Members, collectively referred to as “Members.” Membership is recorded via an Bands Alumni membership code appended to the Member’s record in the official alumni database maintained by the University of Illinois Alumni Association.

- a. Regular Members. Regular membership is automatically extended to all alumni of the University of Illinois who performed in any of the ensembles of Bands, including musicians, drum majors, Illinettes, flag corps members, Chief Illiniwek portrayers, Marching Illini announcers, featured twirlers, current and former Directors of Bands, Associate Directors of Bands, Assistant Directors of Bands, band teaching assistants, undergraduate staff and band department staff.
- b. Associate Members. Associate membership is available, upon request, to persons who have not participated in Bands but who desire to support the mission and objects of the Bands Alumni.

Section 2. Dues. The Bands Alumni shall not collect membership dues; however, Members are highly encouraged to financially support Band activities through voluntary, tax-deductible gifts to designated funds administered by the University of Illinois Foundation on behalf of Bands.

Section 3. Rights of Members. All Members are eligible to hold office and to vote at all meetings of the Bands Alumni and are entitled to such benefits and privileges the Board shall establish from time to time.

Section 4. Meetings of the Bands Alumni. The Bands Alumni shall meet annually each fall during the University of Illinois Homecoming weekend. Special meetings may be called by the President and must be called by the Secretary upon written petition of fifty (50) Members of the Bands Alumni. Twenty-five (25) Members of the Bands Alumni shall constitute a quorum for all meetings. All actions of the Bands Alumni shall be determined by a majority vote of those present and voting, except as otherwise provided in these bylaws.

Section 5. Rules. Roberts Rules of Order shall govern the transaction of business at meetings of the Bands Alumni, except when inconsistent with these bylaws.

ARTICLE III

Officers

Section 1. Officers. The officers of the Bands Alumni are President, Vice President, Secretary and Treasurer.

Section 2. Eligibility. Any Member is eligible to hold office as an Officer of the Bands Alumni. No Officer may hold the same office for more than four consecutive years.

Section 3. Elections and Terms of Office. The President, Vice President, Secretary and Treasurer shall be elected at the annual meeting of the Bands Alumni to serve for terms of two years, and none may serve more than two successive terms in any one of these offices. The procedure for election of Officers is described in Article V, Sections 1-3.

Section 4. Powers and Duties. Except as otherwise provided in these bylaws, the Officers have such powers and duties usually pertaining to their respective offices and such other powers and duties as the Board may direct. Specific duties and responsibilities are prescribed below.

- a. President. The President shall:
 - (1) Preside at all meetings
 - (2) Appoint committee chairs and members
 - (3) Serve as the primary liaison between the Bands Alumni and Bands
 - (4) Submit an annual report to the University of Illinois Alumni Association, as required
- b. Vice President. The Vice President shall:
 - (1) Preside at meetings in the absence of the President
 - (2) Serve as Chair of the Audit Committee
- c. Secretary. The Secretary shall:
 - (1) Maintain records of the Bands Alumni
 - (2) Record the minutes of meetings of the Bands Alumni
 - (3) Record the minutes of the Board
 - (4) Disseminate notices of meetings and agendas for the Bands Alumni and Board
- d. Treasurer. The Treasurer shall:
 - (1) Perform duties prescribed in Article VI, Sections 1-4
 - (2) File annual tax returns for the Bands Alumni as prescribed by federal and state law

Section 5. Removal of Officers. Any Officer of the Bands Alumni may be removed for cause by a two-thirds vote of the Members present and voting at any duly constituted meeting of the Bands Alumni, if such Officer is notified in writing of such charges proffered by the President or Secretary not less than thirty (30) days prior to such meeting.

Section 6. Other Vacancies. In the event of the resignation, death, disability or removal of any Officer of the Bands Alumni, such vacancy shall be filled from among the Board Members by the Board for the unexpired term.

ARTICLE IV

Board

Section 1. Composition. The Board shall consist of the President, Vice President, Secretary, Treasurer, Immediate Past President, four (4) at-large Members selected pursuant to Article V, Section 1-3; the Director of Bands or his/her nominee. Ex-officio members of the Board, without the right to vote are a University of Illinois Alumni Association representative appointed by the Alumni Association, the advancement officer of the School of Music and one student appointed by the Director of Bands.

Section 2. Terms of Board Members. Ex officio Board Members shall serve during their tenure in their positions. The four (4) at-large members shall serve for a term of two years, with the exception of two (2) at-large members elected pursuant to Article V, section I who shall serve for an initial term of one (1) year. No Board Member shall serve for more than six consecutive years (three terms) unless elected or appointed as an Office of the Bands Alumni. If a Board Member retires from the Board for at least one year, that Board Member may thereafter serve again.

Section 3. Eligibility. Any Member is eligible to hold office as a Board Member of the Bands Alumni.

Section 4. Purpose, Powers and Duties of the Board.

- a. Purpose. The Board shall promote the missions and objects of the organization by overseeing and setting policy for all Bands Alumni activities.
- b. General Powers. The corporate powers, business and property of the Bands Alumni shall be controlled by the Board.
- c. Specific Powers. In addition to exercising its general powers, the Board shall specifically serve as the Audit Committee under the chairmanship of the Vice President and monitor financial reports and bank statements as prescribed in ARTICLE VI, Section 2.

Section 5. Meetings of the Board.

- a. Regular Meetings. A regular meeting of the Board shall be held at least twice each calendar year at such time and place as determined by the President. One such meeting must be held between May 15 and June 30 each year to review and approve the budget as prescribed in ARTICLE VI, Section 4.
- b. Special Meetings. Special Meetings shall be called by the President or by the President upon request of the Board. The Secretary shall forward notices and agendas to Board Members in a reasonable time prior to regular or special meetings.

- c. Quorum. A majority of the members of the Board constitutes a quorum for Board meetings. Except as otherwise provided in these bylaws, all actions of the Board shall be determined by a majority vote of those members of the Board present and voting at the meeting.
- d. Participation. Board Members may participate at Board meetings in person or by videoconference or teleconference.

Section 6. Rules. Roberts Rules of Order govern the transaction of meetings of the Board, except where inconsistent with these bylaws.

Section 7. Removal of Board Members. Any Board Member of the Bands Alumni may be removed for cause by a two-thirds vote of the Board Members present and voting at any duly constituted meeting of the Board, if such Board Member is notified in writing of such charges proffered by the President or Secretary not less than thirty (30) days prior to such meeting.

ARTICLE V

Elections

Section 1. Nominating Committee. The Nominating Committee shall consist of former Presidents of the Bands Alumni and predecessor organizations of band alumni. By May 15 annually, the Nominating Committee shall propose a slate of Officers and Board Members to stand for election at the annual meeting of the Bands Alumni.

Section 2. Special Provisions upon Initial Ratification of Bylaws. The Nominating Committee shall prepare an initial slate of Officers and Board Members to stand for election at the annual meeting at which these bylaws are approved. The initial term of two (2) of the Board Members shall be for a term of one (1) year to allow a staggered rotation for Board Members. The initial term of Officers and the other two (2) Board Members shall be two (2) years.

Section 3. Conduct of Elections. At the annual meeting, the Bands Alumni Nominating Committee will present the slate and entertain additional nominations from Members present. The slate of officers and any additional nominations made from the floor will then be presented on the official Bands Alumni website with notification through mass-email. Electronic election will continue for one week from the date of the Homecoming Annual Meeting. At that time, the election will be closed and the successful candidates will be identified. In the case of a tie vote for any Officer or Board Member, a run-off ballot with the names of the tie candidates only shall be prepared and submitted for voting.

ARTICLE VI

Finances

Section 1. Bands Alumni Operating Fund. The Bands Alumni shall establish checking and money market accounts, as required, at a Champaign-Urbana, Illinois financial institution. The purpose of the Bands Alumni Operating Fund is to defray the normal operating expenses of the Bands Alumni, including publications and activities. Revenues for the Bands Alumni Operating Account shall come primarily from participation fees for programs and activities of and events sponsored by the Bands Alumni. All activities and events shall be structured to function on as near break-even basis as possible.

Section 2. Control and Administration. Control and administration of the fund shall be the responsibility of the treasurer. The treasurer shall prepare quarterly reports of receipts and disbursements and submit them along with bank statements to the Audit Committee defined in Article IV, Section 4.c.(1) not later than the last day of January, April, July and October of each year. Signatures of the Treasurer and one other Officer or Board Member appointed in writing by the President shall be required for any check written in excess of \$300.00.

Section 3. Fiscal Year. The fiscal year of the Bands Alumni shall begin on July 1 and end on June 30 of each year.

Section 4. Budget. By May 15 annually, the Treasurer, in consultation with the Officers and Board shall prepare an annual budget for recurring and special activities of the Bands Alumni planned during the upcoming fiscal year. The budget shall include sources and uses of funds. The Board shall approve the budget prior to June 30 each year.

Section 5. Excess Operating Funds. Should the Board determine that the balance in the Bands Alumni Operating Fund is in substantial excess of what is required for planned activities and contingencies, the Board, at its sole discretion, may authorize that such excess be transferred to the Illinois Bands Loyalty Fund maintained by the University of Illinois Foundation.

Section 6. Expenses of Officers and Board. Officers and Board Members serve without compensation and shall not be reimbursed for personal expenses incurred in the performance of such duties.

Section 7. Indemnification of Officers and Board Members. The Bands Alumni shall not maintain liability insurance for its Officers and Board Members. Upon assuming office, Officers and Board Members acknowledge that they may become personally liable for the activities of the Bands Alumni.

ARTICLE VII

Publications and Records

Section 1. Publications. The Bands Alumni shall publish such newsletter and electronic publications and communications and other items under such names and at such times as are determined by the Board.

Section 2. Official Publication. The Board shall designate the official publications of the Bands Alumni. Each Member of the Bands Alumni shall be entitled to receive at least one official publication delivered via the Web or e-mail. The Bands Alumni may, at its own discretion, but shall not be obliged to mail the official publication to Members.

Section 3. Alumni Records. The University of Illinois Alumni Association shall maintain records of Bands Alumni Members' current addresses and biographical information. The records of all members of the Alumni Association are proprietary information that belongs to the Alumni Association.

Section 4. Minutes of the Bands Alumni and Board Meetings. The Secretary shall prepare and maintain minutes for all regular and special meetings of the Bands Alumni and Board.

ARTICLE VIII

Bylaws Available for Inspection

The Secretary of the Bands Alumni shall at all times have available a true and correct copy of the bylaws. These bylaws shall at any reasonable time be made available upon request to any Member of the Bands Alumni.

ARTICLE IX

Amendment to Bylaws

Section 1. Amendment. These bylaws may be amended in the following manner: At any time by a two-thirds vote of the Board present at a regular or special meeting of the Board upon thirty (30) days prior written notice of proposed amendments.