

Oklahoma Flute Society
By-laws
Adopted October 1995, Revised February 1996, March 1997, April 2000

ARTICLE I -- NAME

Section 1. This organization shall be known as the Oklahoma Flute Society (OFS).

ARTICLE II -- PURPOSE

Section 1. It shall be the purpose of this Society to promote flute study and performance in Oklahoma, to encourage camaraderie among flutists and to encourage the highest standards of teaching and performance.

Section 2. The Society is not organized for profit and no part of its net earnings inures to the benefit of any private individual.

Section 3. In the event of the dissolution of the Society, any funds remaining in the treasury after payment of outstanding debts shall be contributed to the National Flute Association, Inc., or if it does not exist, to a Section 501(c)(3) non-profit organization.

ARTICLE III -- MEMBERSHIP

Section 1. Membership is open to anyone interested in the flute.

Section 2. Members are encouraged to join the National Flute Association, Inc.

Section 3. Classifications of membership are

A. Active.

B. Student--pre-college, full-time undergraduate, or full-time graduate students.

C. Corporate--any business interested in promoting the activities of this organization.

Section 4. Only Active members may vote, hold an office, or chair a committee.

Section 5. Dues for each type of membership are set by the Executive Board.

Section 6. The membership/fiscal year is August 1-July 31.

ARTICLE IV -- EXECUTIVE BOARD

Section 1. The elected officers of this Society shall consist of President, Vice-President, Secretary, Treasurer, Editor and three (3) Delegates.

Section 2. Chairs for committees and special events shall be appointed by the President and shall serve as members of the Executive Board.

Section 3. The Executive Board shall appoint one or more High School and one or more College Representatives to serve as Advisory (non-voting) members of the Board.

Section 4. The immediate past President shall be a member of the Executive Board and all other past Presidents shall be invited to serve as Advisory (non-voting) members.

Section 5. Executive Board Members shall serve for one membership year and may be re-elected or re-appointed an unlimited number of times.

Section 6. The Executive Board will meet as called by the President, but at least once per year.

Section 7. Vacancies in elected offices may be filled for remainder of the term by appointment by the President with approval of the Executive Board.

Section 8. Executive Board members are expected to attend board meetings and society events as regularly as possible.

ARTICLE V -- ELECTION OF OFFICERS

Section 1. A Nominating Committee shall be appointed by the President.

Section 2. The committee shall prepare a slate of officers, all of whom must agree to be nominated.

Section 3. The election may be conducted by meeting or mail.

A. If by meeting, the slate must be made known to the membership at least two weeks prior to the meeting. Nominations may be made from the floor of willing candidates.

B. If by mail, the members must be allowed two weeks to return their ballots. Write-in votes are allowed providing the candidate has agreed to be nominated.

Section 4. The slate may be voted per office or by acclamation.

Section 5. The election must be sustained by majority vote.

ARTICLE VI -- DUTIES OF ELECTED OFFICERS

Section 1. The President shall preside at meetings, appoint committee chairs, be an ex-officio member of all committees, assist the chairs of special events and take an active role in the planning of these events.

Section 2. The Vice-President shall assume the President's duties when needed and be in charge of Membership, including soliciting new members and keeping accurate records on members, publishing a directory when requested by the Executive Board, providing mailing lists/labels for membership mailings and when requested by corporate members.

Section 3. The Secretary shall keep minutes of meetings and records of special events.

Section 4. The Treasurer shall keep accurate records of all finances, prepare monthly and annual reports, and prepare a budget to be adopted by the Executive Board.

Section 5. The Editor shall publish a newsletter as directed by the Executive Board.

ARTICLE VII -- QUORUM

Section 1. A quorum for the Society is one third of its Active Members.

Section 2. A quorum for the Executive Board is five (5) members, three (3) of whom must be elected officers.

ARTICLE VIII -- AMENDMENT

Section 1. These By-Laws may be amended by a majority vote held either by meeting or by mail as described under Article V, Section 3.