

**SOUTHEASTERN
SHRINE BAND ASSOCIATION**

BY-LAWS

**As Proposed
September 2006**

ARTICLE 1. NAME – JURISDICTION

Section 1. The name of the organization shall be the “Southeastern Shrine Band Association”, hereafter referred to as the “Association”.

Section 2. The participating musical units shall be from Shrine Temple Bands within the jurisdiction of the Southeastern Shrine Association, including Dance/Show Bands, Dixieland, German/Polka Bands, Clown Bands provided the members are also members of their respective Temple’s Shrine Band. All participating musical units must be from a Temple that is a member of the Southeastern Shrine Association.

ARTICLE 2. PURPOSE.

Section 1. The purpose of the Association shall be the promotion of good fellowship among its members, to provide a medium of exchange of ideas, plans and programs for the advancement and perpetuation of Shrine Bands.

Section 2. To keep all Shrine Temple Bandsmen informed of pertinent events of interest; foster and promote a competitive spirit in each of them for playing all types of music; whenever possible, participate in the DeMolay Band Assistance Program.

ARTICLE 3. MEETINGS.

Section 1. A regular meeting of the Association, designated as the Annual Meeting, shall be held at the same time and place as the annual meeting of the Southeastern Shrine Association. A quorum shall consist of one-half (1/2) the total delegates of the active temples. An active temple shall be designated as those Temples which have paid their Association dues by December 31 of the prior year. Notice of any regular meeting shall be deemed to have been given when a written notice thereof shall have been mailed to the president or director of the band to be notified, dually stamped and mailed, or e-mailed, to his last known address as it appears on the record of the Association. Such notice shall be given not less than 30 days prior to the date of such meeting. All motions, except to those relating to the passage of the By-Laws Amendments, shall be deemed carried, when they have received a majority vote of all the delegates. ****

Section 2. The Annual Meeting of SESBA is an open meeting, and all members of SESBA are welcomed and encouraged to attend.

Section 3. Unless otherwise coordinated, a Mid-Year Planning Conference shall be held in the geographical environs of the Temple hosting the next Southeastern Shrine Association Convention. Dates and times are to be coordinated between the President, Executive Secretary, the Host Director General and the Host Band President/Captain/Manager. Notice of the Conference will be sent to members of the Executive Committee at least (30) days prior to the date of such meeting. In addition, invitations to attend the conference will be sent to member bands that do not have a representative on the executive committee.

ARTICLE 4. MEMBERSHIP DELEGATES

Section 1. Membership in this Association shall consist of, and be limited to, Bands which are recognized Units of a Shrine Temple within the jurisdiction of this Association, and as covered in Article 1, Section 2 above, and having paid the Association dues by December 31 of the previous year. ****

Section 2. Each member band shall elect two members, as official delegates to the Association, who, upon presentation of proper credentials, shall be seated as voting and participating delegates at meetings of the Association. Each member band can elect two alternates, who on presentation of proper credentials, will serve as delegate, or delegates in the absence of either or both regularly elected delegates.

ARTICLE 5. OFFICERS.

Section 1. The elective officers of this Association shall be President, President-Elect, Vice President, Executive Secretary, and Treasurer. ** ****

Section 2. Qualification for election of office shall include the following: (a) Membership in a Member Band in good standing in this Association; (b) A candidate for Presidency of this Association shall be a President or Past President, Present or Past Director, Present or Past Secretary of the member band.

Section 3. The President, President-Elect, and Vice President shall be nominated, elected and installed at each Annual Meeting. They shall serve for a term beginning at the date of their election and they shall serve until the conclusion of the next annual meeting; at which time their successors in office shall be elected and installed. No elected officer shall serve more than one consecutive elected term of office.****

Section 4. The Executive Secretary and Treasurer shall be elected by the Executive Committee at each annual meeting and shall serve until the conclusion of the next annual meeting. Restrictions of Section 3, above, do not apply to this position.

Section 5. An elected officer who has served a half term or more, shall be considered as having completed a full term in that office.

Section 6 Vacancies in the elective line of officers of this Association shall be filled as follows: In the event of the death, or resignation, of the President, the President-Elect shall immediately succeed to that office. If less than half a term remains, he shall have the option of serving his full term after that, in the event of the death or resignation of any other officers, all remaining officers shall ascend one position and shall hold that office until the next Annual Meeting of the Association. All officers and member Bands shall be notified immediately of such appointments by letter.

ARTICLE 6. DUTIES OF OFFICERS.

Section 1. The President shall preside at all meetings of the Association; appoint all necessary committees; conduct the affairs of the Association between the annual meetings, and perform such other duties as pertain to his office. He shall be ex-officio member of all committees.

Section 2. The Presidents-Elect shall perform all the duties of the President in the event of the death or absence of the President. He shall perform such other duties as delegated by the President.

Section 3. All other officers shall perform such duties as are designated by the President.

Section 4. The Executive Secretary shall record minutes at all meetings and maintain all necessary Association correspondence both within and without our Association. He will keep complete and accurate records and transactions of the Association; verify credentials of all delegates for voting privileges at the Association annual meeting; serve as the ex-officio member of all committees; and, at the expiration of his term, he shall deliver to his successors all books, papers, and other control as Executive Secretary and belonging to the SESBA.

Section 5. The Treasurer shall collect all revenue, which shall be on deposit in a special account in the name of the Association; make all deposits to such account; make checks to pay all authorized charges to the Association; sign all such checks, reconcile bank statements, make semi-annual reports of all activities, receipts, and disbursements to each officer of the Association at the Mid-Winter and Annual Meeting; and shall deliver to his successors all moneys books and papers and other control as Treasurer and belongings of SESBA.

Section 6. The President and/or Executive Secretary shall represent the Association at the Annual Meeting of the Shrine Band Association of North America, or the President shall appoint an alternate, in the event either of the above is unable to attend. Attendance at the Annual Meeting shall be contingent on financial feasibility. No SESBA funds will be used to reimburse any attendees.

ARTICLE 7. COMMITTEES

Section 1.

- a. An "Executive Committee", composed of the elective officers of this Association and three representatives at large shall have general supervision and management of the Association. The three (3) immediate Past Presidents of this Association shall be members of this Committee. This Committee shall meet immediately before the Annual Meeting of the Association, and at such other times as may be directed by the President. The Executive Committee shall have voting privileges at the annual meetings.

- b. A “Nominating Committee” composed of four (4) members (preferably Past President’s of the SESBA) of which each shall be from a separate member Temple Band, shall be appointed by the President at least 90 days prior to the Annual Meeting of the Association. The President shall name the Chairman. The committee shall prepare a slate of: Officers, three Executive Committee representatives, who shall be designated as 1, 2, and 3 year terms respectively and sent to the Executive Secretary for including in the Association Annual Meeting notice. Nominations may also be made by voting delegates from the floor at the Association Annual Meeting.

Section 2. REPRESENTATIVE REPLACEMENT. Any elected officer or Executive Committeeman who fails to attend the Mid-Year Planning Conference or the Annual Meeting shall forfeit his office and be replaced, unless in the opinion of a majority of the Executive Committee his absence is unavoidable.

Section 3. SPECIAL. The President shall have the authority to appoint such committees as he may deem proper to function during his term of office, for the purpose of promoting the purposes of the Association.

ARTICLE 8. DUES

Section 1. The Dues of this Association from each member Temple Band will be adjusted annually at the Mid-Winter meeting in relation to the budget approved by the Executive Committee. The Executive Secretary shall propose a budget to the Executive Committee at the Mid-Winter Meeting for the next Fiscal Year for review and approval.*

The Executive committee shall review and approve an annual budget and propose same to the Annual Meeting.

Dues are due on January 1st each year, delinquent if unpaid within sixty (60) days thereafter, and covering the calendar year period from January 1st thru December 31st.

Section 2. The secretary of each Member Band shall furnish the Executive Secretary of the Association a complete and accurate list of all elective officers and official delegates and/or alternate delegates of his Band. This information shall also designate to whom all official mail of the Association should be sent. *

ARTICLE 9. FISCAL YEAR

Section 1. The fiscal year of the Association shall be January 1st through December 31st each year. At the Association Annual Meeting, the Executive Secretary shall present a financial report, showing all receipts and disbursements for the previous year. The President may order an audit of the Association financial records at any time, by naming an Audit Committee, consisting of up to three (3) members of the Association.

ARTICLE 10. AMENDMENTS.

Section 1. These By-Laws may be amended by appropriate notice of the proposed changes, submitted to the Executive Secretary at least sixty (60) days prior to an Annual Meeting. A copy of such proposed changes shall be submitted to each member Band at least thirty (30) days prior to the next meeting, together with a written notice that the proposed amendment will be on the agenda of such meeting under "New Business". A two-thirds affirmative vote of delegates is necessary for the adoption of any amendment. ***

ARTICLE 11. ORDER OF BUSINESS.

Section 1. The order of business of the Association Annual Meeting shall be as follows:---

Roll Call and Seating of Delegates
Reading of Minutes
Reports of Officers
Reports of Committees
Bills and Communications
Unfinished Business
New Business
Nominations and Election of Officers and Executive Committeeman
Installation of Officers/Executive Committeemen
Good and Welfare

Section 2. The order of business shall conform to the foregoing, as far as necessary. All meetings shall be conducted in accordance with Roberts Rules of Order, as revised.

* Resolution adopted by Executive Committee at Mid Winter Meeting, January 25, 1997.
Proposed ByLaw change ratified by 1997 Annual Meeting, August 1997.

** Resolution to remove restriction limiting only one (1) elected officer from each member Temple Band was proposed and ratified by 1999 Annual Meeting, August 1999

*** Resolution to adapt ByLaws to allow an Official Poll for voting was proposed and ratified by 1999 Annual Meeting, August 1999

**** Resolution to adapt ByLaws proposed September 30, 2006.