

**PRAIRIE VIEW MARCHING STORM BAND ALUMNI ASSOCIATION  
CONSTITUTION & BYLAWS**

**ARTICLE I  
NAME**

SECTION 1. The name of the organization shall be the Prairie View Marching Storm Band Alumni Association. It shall be referred to in these by-laws as the Prairie View Marching Storm Band Alumni Association, "PVMSBAA", or Association.

SECTION 2. Official Logo shall be used on all printed items affiliated with the Association.

**ARTICLE II  
PURPOSE, GOALS AND OBJECTIVES**

The Purpose of the Prairie View Marching Storm Band Alumni Association shall be:

SECTION 1. To provide means for alumni to keep in touch;

SECTION 2. To provide an avenue for alumni to continue to support the marching band;

SECTION 3. To facilitate communication within the Association through online communications, maintenance of a PVMSBAA web site, and other activities;

SECTION 4. To encourage fellowship between alumni and current band members through participation in planned band events;

SECTION 5. To assist with recruitment for the Prairie View A&M Marching Storm Band; and

SECTION 6. To provide professional, organizational, and financial assistance to the band through emergency financial assistance funds for band members, obtaining sponsorships, fund raising activities, and other activities.

**ARTICLE III  
MEMBERSHIP**

SECTION 1. Regular Membership. Any person that was an active participant in the Prairie View A&M University Marching Band may become a Regular Member. "Active

participant” is defined as any person who marched in the band, member of the Black Foxes, flag corps, equipment staff, and office personnel.

SECTION 2. Associate Member. Any person that was not an active participant in the Prairie View A&M University Marching Band but supports the program and the objectives of the Association may become an Associate Member. Such members shall be accorded all rights and privileges of membership except those of voting and holding elective offices.

#### **ARTICLE IV BOARD OF DIRECTORS**

SECTION 1. The Board of Directors (Board) shall be comprised of the elected officials and the Immediate Past President.

SECTION 2. The Board members shall have control of the management of the affairs of the Association, but any questions or concerns about any issue that has to do with the Association, shall be written and submitted for consideration.

#### **ARTICLE V OFFICERS**

SECTION 1. TITLES. Elected officers of the Association will include but not limited to President, Vice President, Secretary, Treasurer and Historian. The President will appoint a Parliamentarian and a Sergeant-at-Arms. All officers must be a graduate of Prairie View A&M University and a paid member of the Prairie View A&M National Alumni Association.

SECTION 2. TERMS OF OFFICE.

- a. The officers of the Association shall be elected biennially and serve two years unless asked to step down by a majority vote.
- b. Any office shall be vacant, for cause, upon recommendation of the Board of Directors and a majority vote by the Association.
- c. To be eligible for any office, members must be financial and in good standing with the Association.
- d. All officers are required to attend all three meetings of the Association, unless there are extenuating circumstances

SECTION 3. NOMINATIONS

- a. The Nominating Committee shall consist of an odd number of members, not to exceed seven active members in good standing.

- b. A Nominating Committee shall present a slate of Chapter Officers during the second meeting. The slate shall not contain the name of any member of the Nominating Committee.
- c. Nominations are due by June 1<sup>st</sup> to the Committee. The slate of officers will be published for all to consider.
- d. Any financial member in good standing can hold office.

#### SECTION 4. ELECTION

- a. Election of officers shall be prior to the Summer (Aug) meeting.
- b. The Election Committee shall be the same members of the Nomination Committee.
- c. New officers will assume their position at the Homecoming Meeting after the election so that all dangling issues left by outgoing officers shall be explained and outlined during the transitional period.
- d. Election of officers shall be by secret ballot.
- e. Voting shall be done by a electronic service (Election Runner) and all financial members shall receive this electronic ballot by this service.

#### SECTION 5. VACANCIES OF OFFICE.

- a. In the case of resignation or removal of an elected officer, it shall be filled by appointment by majority approval of the Board on an interim basis until approved by the majority of the Association.
- b. If for any reason the President is asked to resign or removed, the Vice President is to assume all the responsibilities of the President.

### **ARTICLE VI DUTIES OF OFFICERS**

SECTION 1. **PRESIDENT.** Serves as the presiding officer at all Association meetings and Board meetings. The President shall also be an ex-officio member of all committees except the Nominating and Election Committees if on the ballot. The President will have general supervision of all matters of the Association.

SECTION 2. **VICE PRESIDENT.** Serves in the absence of the President. The Vice President will have the same functions as the President and will be the immediate Chair of all committees until Committee Chairs are appointed.

SECTION 3. SECRETARY. Maintain an accurate record of Association meetings and Board meetings, shall produce such records upon request, and shall read the minutes of the previous meeting at each regular meeting. The Secretary will keep track of all correspondence of the Association and all activities of committees and assist with the correlation all of the paperwork. The Secretary can appoint an Assistant Secretary.

SECTION 4. TREASURER. Shall collect, deposit and keep track of all of the Association's financial transactions. The Treasurer shall countersign with the President and Vice President all checks for disbursement of Association funds, shall review all contractual agreements requiring disbursement of funds, and shall provide complete financial statements at each meeting to the membership and monthly to the Board for review. Shall maintain a record of all dues-paying members and shall provide for collection of dues. The Treasurer's books shall be subject to annual audit.

SECTION 5. HISTORIAN. Shall prepare a narrative account of the Association's activities that will become a permanent part of the Association's official history. The Historian shall be responsible for the collection of all printed materials relating to the Association.

SECTION 6. PARLIAMENTARIAN. Shall serve as principal advisor to the Chair and give parliamentary opinions upon request from the Chair.

SECTION 7. SERGEANT-AT-ARMS. Shall maintain order during the meeting.

SECTION 8. IMMEDIATE PAST PRESIDENT. Shall act in the capacity of counsel to the Board and to participate in Board meetings but without voting privileges except in case of a tie vote.

## **ARTICLE VII COMMITTEES**

SECTION 1. **Financial Assistance.** Develop criteria and application for the financial assistance, determine the amount of the financial assistance, and monitor the recipient(s). Association will approve the amount of the financial assistance.

SECTION 2. **FUNDRAISING.** Organize fundraising activities, secure corporate sponsorships, and develop a donation strategy.

SECTION 3. **Media/I.T.** Develop an informative online presence that shall be published as needed. Solicit information pertaining to the Prairie View A&M University

Marching Storm Band and Alumni Association. This committee will keep the Association abreast to the happenings of the “Storm” and Alumni Association

**SECTION 4. MEMBERSHIP.** Develop and implement recruitment activities to attract new members. This committee will also send out membership applications and renewal forms and maintain a current membership roster.

**SECTION 5. SOCIAL ACTION** Develop events and social gatherings for the alumni and current band members and become representation for the band and the association in time of bereavement, weddings, or special occasions.

## **ARTICLE VIII MEETINGS**

**SECTION 1. REGULAR MEETINGS.** The Association will meet three times a year, Spring, Summer and Fall (Homecoming) of each year. Dates of the first two meetings will be announced in the newsletter, and there will be ample time to plan for these meetings.

**SECTION 2. SPECIAL MEETINGS.** Shall be called if approved by the Board and these meeting are not mandatory but should be attended by all of the Board members.

**SECTION 3. BOARD MEETINGS.** Board meetings will be held one hour prior to regular scheduled meetings or done electronically by technological means of the era.

**SECTION 4. VOTING.** Only members of the Association shall be allowed to vote at meetings. Proxy voting shall not be allowed.

**SECTION 5. RULES OF ORDER.** The lasted edition of Roberts Rules of Order shall conduct the business of the Association.

## **ARTICLE IX DUES**

**SECTION 1.** Dues are Seventy-Five Dollars (\$75) for Regular Members and fifty dollars (\$50.00) for Associate Members.

**SECTION 2.** Dues will be due annually by March 30<sup>th</sup>, so that the Board can start planning events and getting business ventures underway.

**SECTION 3.** Any member, whose dues are not paid by March 30<sup>th</sup>, will be inactive.

**SECTION 4.** Only active members in good standing shall be entitled to vote or hold office.

**ARTICLE X  
AMENDMENTS**

SECTION 1. These bylaws may be amended by a majority vote of members present at any regular or special meeting of the Prairie View Marching Storm Band Alumni Association provided that the amendment was proposed prior to/or at the Spring meeting. Amendments will be voted upon during the August meeting.

SECTION 2. Proposed amendments shall be submitted to the Board in writing for consideration.

SECTION 3. RATIFICATION. These bylaws shall become effective upon acceptance by a majority vote of the membership and voting at a regular Association meeting.

**Ratified 10/27/2018**