

# **Bylaws**

## **Monday Musical Club, Inc.**

### **ARTICLE I**

#### **Name**

The name of this organization shall be the Monday Musical Club, Incorporated, hereinafter referred to as MMC, federated with the Michigan Federation of Music Clubs, Incorporated, hereinafter referred to as MFMC, federated with and chartered by the National Federation of Music Clubs, hereinafter referred to as NFMC.

The MMC official seal shall contain the name of the organization and be maintained by the President.

### **ARTICLE II**

#### **Purpose**

The purpose of this organization is:

- To promote, encourage, and develop the performing arts while maintaining high artistic standards;
- To bring together music clubs and other music organizations;
- To provide the development of student education through performance, study, leadership, community service, and scholarship opportunities; and
- To promote the appreciation and understanding of the value of music in the home, the community, the nation, and the world.

### **ARTICLE III**

#### **Members**

##### *Section 1. Composition*

Membership in MMC shall be composed of performing and aspiring musicians, music educators, and music enthusiasts.

##### *Section 2. Categories*

MMC membership applicant shall submit a request to the membership chair or representative who in turn presents to the MMC Board of Directors, hereinafter referred to as the Board. Membership is obtained through payment of dues in one of three Divisions as established and defined by NFMC and MFMC: Senior, Student, and Junior Membership. All members shall be affiliated with MFMC and NFMC.

- A. Member: Senior Club members pay dues, have voting privileges, and may serve on committees.
- B. Life: Life members shall be those faithful members whom the Board wishes to honor for their many years of commendable and special service to MMC. Life members shall retain voting privileges and be exempt from MMC dues. MMC accepts the financial responsibility to pay MMC Life members' dues to MFMC and NFMC.
- C. Honorary: Honorary Members shall be those performing members whom the Board wishes to honor for outstanding service to MMC or distinction in the arts. Honorary members retain all active privileges and are exempt from MMC dues. MMC accepts the financial responsibility to pay MMC Honorary members' dues to MFMC and NFMC.
- D. NFMC/MFMC Life members are exempt from paying all dues.
- E. Student (collegiate) and Junior (under 19 years, non-collegiate) member privileges are limited to the Student and Junior Club operation practices.

##### *Section 3. Dues and Fees*

- A. The dues and fees of MMC shall be proposed by the Finance Committee and approved by the Board. Dues are payable by June 30<sup>th</sup> for the following membership year.
- B. New members admitted after the February meeting shall pay a prorated portion of the annual dues.
- C. MMC dues include MFMC and NFMC dues.

*Section 4. Resignation, Termination, and Reinstatement of Membership*

- A. The resignation of a member may be given by written notice to the MMC Membership Chairman and then presented to the Board.
- B. If dues are not received by MMC prior to October 15, the member shall be considered delinquent.
- C. Termination shall be recommended by the Membership Committee, approved by the Executive Committee and then determined by the Board.
- D. Any member may apply to the Executive Committee for reinstatement; however, reinstatement of membership forfeited for non-payment of dues shall require the payment of dues as determined by the Board.

**ARTICLE IV  
Officers**

*Section 1. Officers*

The officers of MMC shall be President, First Vice President, Second Vice President, Recording Secretary, and Treasurer. These MMC officers shall serve as members of the Executive Committee.

*Section 2. Nominations and Elections*

- A. A MMC current or previous member of the Board, in good standing, may be eligible for office.
- B. The Nominating Committee shall report a slate of nominees for each office to the Executive Committee and Board at the April Board meeting.
- C. Elections: The slate of nominees is presented at the May annual membership meeting. Nominations from the floor shall be permitted, provided written consent of the candidate has been obtained. Officer installation occurs at the June membership meeting.

*Section 3. Term of Office*

- A. Officers shall assume their duties at the beginning of the fiscal year, July 1 through June 30, following their election.
- B. An officer shall serve for a term of two years or until a successor has been elected.
- C. No officer except the Treasurer, Scholarship Treasurer, and Assistant Treasurer shall serve more than two consecutive terms in the same office; the Treasurer(s) shall serve for no more than three consecutive terms in that office.
- D. The President, First Vice President, and Second Vice President are elected in the even numbered years. The Recording Secretary, Treasurer, Scholarship Treasurer, and Assistant Treasurer are elected in the odd numbered years.

*Section 4. Vacancies*

In case of a vacancy in the office of President, the First Vice President shall automatically become President for the unexpired term. A vacancy in any other office shall be filled by the Nominating Committee with the approval of the Executive Committee. An office shall be declared vacant by the Board after a resignation, or after a determination by a two-thirds vote that the incumbent is unable to perform or is negligent in carrying out the duties of that office.

*Section 5. Duties*

The duties of officers shall include, but not be limited to the duties specified in these bylaws and administrative manual, by the parliamentary authority adopted by MMC, and other duties as shall from time to time be ordered by the Board. Each officer shall, within thirty days of the close of his/her term of office, forward to his/her successor all files, records, books, and materials pertaining to that office.

- A. The President shall:
  - 1. Represent MMC at the MFMC Southwest District biannual and MFMC annual meetings;
  - 2. Serve as the MMC chief executive officer and official spokesperson to execute all contracts and other instruments authorized by the Board;
  - 3. Preside at all meetings of MMC, the Board, and Executive Committee;
  - 4. Appoint, with the approval of the Executive Committee and Board:
    - a. All Standing Committee Chairmen and, in consultation with the Committee Chairmen, the Committee members;
    - b. Other appointees as necessary to carry out the work of MMC;
  - 5. Be an ex-officio voting member of all committees except the Nominating Committee. When unable to attend committee meetings, the President may assign a Vice President or other officer to meet with the committee. This officer shall not vote on any committee of which he/she is not a member; and
  - 6. Be a signatory and sign vouchers for disbursements if the Finance Committee Chairman and Treasurer are unable to act in accordance with these bylaws.
  
- B. The First Vice President shall:
  - 1. Perform the duties of the President in the absence of the President;
  - 2. Assist the President in the performance of the duties of that office;
  - 3. Perform additional duties as assigned by the President, the Executive Committee, or the Board; and
  - 4. Represent MMC at the MFMC Southwest District biannual and MFMC annual meetings.
  
- C. The Second Vice President shall:
  - 1. Perform the duties of the President in the absence of the President and First Vice President;
  - 2. Assist the President and First Vice President in the performance of the duties of that office;
  - 3. Serve on the Communications Committee; and
  - 4. Supervise monthly program printing and publicity.
  
- D. The Recording Secretary shall:
  - 1. Record and maintain a file of all minutes of all meetings of the Board, Executive, and Finance Committees, and, within two weeks after each meeting, send a copy of the minutes to the President and Board and/or Committees;
  - 2. Hold current copies of the bylaws and other governing documents;
  - 3. Sign all contracts and other instruments as authorized; and
  - 4. Conduct official correspondence of MMC except as otherwise indicated in these bylaws.
  
- E. The Treasurer shall:
  - 1. Be responsible for the receipt, deposit, and disbursement of all monies of MMC as directed by the Finance Committee and/or the Board and as authorized by these bylaws;
  - 2. Serve as signatory on all accounts in such financial institutions as approved by the Board;
  - 3. Maintain an itemized account of all monies, funds, and properties of MMC;
  - 4. Supervise the activities of any Assistant Treasurers who may open, maintain, and be a signatory on any accounts as authorized by the Board;
  - 5. Be authorized to sign all checks and/or drafts with two signatures required on all transactions in excess of \$300.00;
  - 6. Present a Treasurer's report including a current balance sheet and an income and expense statement at each meeting of the Finance Committee, the Board, and at the Annual Membership Meeting;

7. Serve as a member of the Executive and Finance Committees;
  8. In conjunction with the Finance Committee, prepare a proposed balanced budget to be presented for approval by the Board at its Spring meeting, and for consideration by the membership at the Annual Membership Meeting to be effective for the ensuing fiscal year;
  9. Keep records of all money received and disbursed, and shall render a full accounting annually, upon Board request, or on closing accounts as needed;
  10. Submit all financial records for an annual review within thirty days after the close of the fiscal year, July 1 through June 30, with results reported to the Finance Committee and presented to the Board;
  11. In conjunction with the Finance Committee Chairman, be responsible for timely preparation of required annual tax forms and submit the forms to an accountant for review prior to filing; and
  12. In conjunction with the MMC Membership Chairman, oversee payment of all dues to MFMC Treasurer.
- F. The Immediate Past President shall serve as a(n):
1. Advisor to the MMC President and Board on all matters relating to MMC business;
  2. Member of the Executive Committee;
  3. Advisor to the Finance Committee;
  4. Chairman of the Bylaw Committee; and
  5. Member of the Nominating Committee;
- G. The Scholarship Treasurer shall:
1. Be a member of the Scholarship and Finance Committees;
  2. Report on monies donated and held by an outside agency, which are available for scholarship and operating expenses;
  3. Be a signatory of all Scholarship accounts; and
  4. Be authorized to sign all Scholarship related checks and/or drafts with two signatures required on all transactions in excess of \$300.00.
- H. The Assistant Treasurer shall:
1. Be a member of the Finance and Membership Committees;
  2. Report of membership dues received or those delinquent;
  3. Be authorized to sign all checks and/or drafts with two signatures required on all transactions in excess of \$300.00.

## **ARTICLE V**

### **Meetings**

#### *Section 1. Meetings*

- A. The Annual Membership meeting shall be held in the spring of each year for the:
  1. Election of officers;
  2. Amendments of bylaws;
  3. Proposed budget; and
  4. Additional business as needed.
- B. Regular meetings are held on the first Monday of the month October through June except for the December Vespers and the January Junior Scholarship Competition.
- C. Board meetings are held the last Monday of the month August through November, January through April, the third Monday in May, and the first Monday in June for the Board's annual fiscal year reports.
- D. Committee meetings are scheduled by the committee chairman in cooperation with committee members with meeting dates documented by the MMC Recording Secretary.
- E. Special meetings of MMC may be called by the President or committee chairmen as needed to continue the business of the organization. Notice and

purpose of meeting shall be given within forty-eight (48) hours to the membership, Board, and/or committee members.

*Section 2. Voting Privileges* The voting body shall consist of all MMC members in attendance at all meetings.

*Section 3. Quorum*

- A. Thirty members shall constitute a quorum at the Annual and all regular meetings of MMC.
- B. A simple majority of those members in attendance shall constitute a quorum for MMC Board, Committee, and Special meetings.

*Section 4. Minutes* Minutes shall be recorded at every meeting.

## **ARTICLE VI Board of Directors**

*Section 1. Composition* The Board shall consist of:

- A. The officers of MMC;
  - 1. President
  - 2. First Vice President
  - 3. Second Vice President
  - 4. Recording Secretary
  - 5. Treasurer
- B. The subsidiary officers of MMC;
  - 1. Immediate Past President
  - 2. Scholarship Treasurer
  - 3. Assistant Treasurer
- C. The Chairs of the following Standing Committees of MMC;
  - 1. Finance
  - 2. Student and Junior Club Advisors
  - 3. Program
  - 4. Membership
  - 5. Scholarship
  - 6. Communications

The Parliamentarian shall:

Be a qualified member, trained in Robert's Rules of Order, Newly Revised, 11<sup>th</sup> edition (NONR);

- 1. Be appointed by the President with Board approval;
- 2. Attend all meetings of the Board, Executive, and Finance Committees, and may be called upon by any committee for questions pertaining to parliamentary procedure, these bylaws; or MMC policies and procedures; and
- 3. Have no term limit.

*Section 2. Authority* The Board shall have full power and authority to conduct all business of MMC between meetings. It may direct individuals and committees to take specific action; however, it may not delegate its authority to any individual or committee except as provided for in these bylaws.

*Section 3. Regular Board Meetings*

The Board shall meet monthly at the call of the President.

- A. At least ten days' notice shall be given by the Corresponding Secretary or President Designee.
- B. The agenda shall be distributed one week prior to the meeting.
- C. Members of the Board shall attend all regular meetings and submit a written report one week prior with the exception of the Student and Junior Club.
- D. A member shall notify the President of a necessary absence.

E. Except for executive sessions, regular meetings of the Board are open to all members of MMC.

*Section 4. Quorum*

Nine members of the Board shall constitute a quorum at any regular or special meeting of the Board.

**ARTICLE VII  
Executive Committee**

*Section 1. Composition*

The Executive Committee shall consist of the MMC officers.

*Section 2. Authority*

The Executive Committee shall have the power to conduct such business as may be deemed necessary between meetings of the Board. It shall approve all appointments and nominations including Standing Committee Chairmen, Assistants to the Treasurer, and additional personnel.

*Section 3. Meetings*

The Executive Committee shall meet prior to monthly Board meetings as needed. Special Executive Committee meetings may be called by the President with seven day's written notice by the Recording Secretary.

*Section 4. Quorum*

Four members of the Executive Committee shall constitute a quorum at any meeting.

**ARTICLE VIII  
Standing and Special Committees**

In collaboration with the Executive Committee, the work of MMC shall be carried on by Standing Committees as defined in these bylaws. Standing Committee members shall serve for a term of two years, with the term coinciding with the fiscal year.

*Section 1. Chairmen*

The Chairmen of each Standing Committee shall be elected by the general membership following their nomination and approval by the Executive Committee and Board.

*Section 2. Duties*

Committee Chairmen shall submit a written report to the Recording Secretary one week prior to each meeting of the Board and shall provide budget proposals to the Finance Committee Chairman upon request.

*Section 3. The Standing Committees include:*

- A. The Finance Committee is composed of the Finance Committee Chairman, Treasurer, Scholarship Treasurer, Assistant Treasurer, and Immediate Past President.
  1. The Finance Committee Chairman and Treasurer shall authorize all requests for MMC payment and reimbursement.
  2. The Finance Committee Chairman and Scholarship Treasurer shall authorize all requests for MMC Scholarship payment and reimbursement.
  3. The Finance Committee Chairman shall serve as signatory on all accounts in such financial institutions as approved by the Board.
  4. This Committee shall:
    - a. Develop and recommend to the Board immediate and long-range fiscal policies;
    - b. Oversee the financial management of the monies of MMC;
    - c. Prepare a proposed annual budget, including dues, fees and assessments, for the ensuing fiscal year, which shall be submitted in writing in mid-March to the Executive Committee, then to the Board for consideration at its March meeting, and, with thirty days' notice,

- shall be presented to the membership for adoption at the May meeting;
  - d. Consider and recommend to the Board any amendments to the adopted budget; and
  - e. Provide for the bonding of the Treasurer and also the bonding of any Assistant Treasurers who process accounts of more than \$2,000 annually.
- B. The Student and Junior Club Advisors are composed of up to four MMC members with no more than one advisor as a non- music educator.
1. The Advisors shall:
    - a. Develop and recommend to the Board immediate and long-range fiscal policies;
    - b. Supervise all activities and events of the Student and Junior Club including the:
      - i. Election of Student and Junior Officers,
      - ii. Student and Junior Club recitals and performances,
      - iii. Artist-Educator Enrichment Series;
    - c. Supervise and maintain the Student and Junior Club membership records held by the MMC Membership Chairman; and encourage collegiate charter participation;
    - d. Supervise the financial management of the monies held by the MMC Treasurer for the Student and Junior Clubs;
    - e. Maintain all Student and Junior Club documents including attendance, community service, and performances; and
    - f. Provide information to the Scholarship Committee as requested.
  2. Supervise and support collegiate chapter membership within its geographic jurisdiction for performance and scholarship opportunities.
- C. The Program Committee is composed of twelve MMC members including two Co-Chairmen.
- The Program Committee Co-Chairmen shall:
1. Implement the annual Board approved budget in program planning;
  2. With the recommendation of the Program Committee, implement a cohesive program calendar to include member interest and NFMC suggested themes;
  3. Contact artists and secure artist contracts including the MMC Chorus Conductor;
  4. Coordinate program with venue liaison, Communications Chairman, Webmaster, Chorus President, Piano Chairman, Hymn of the Month Chairman, Reservations Committee Chairman, Reception Committee Chairman, Social Committee Chairman and/or Meal Coordinator; and
  5. Coordinate with the Treasurer all Program Committee related payments.
- D. The Membership Committee is composed of three members, a Chairman, Assistant Treasurer, and one additional member appointed by the Membership Chairman.
1. The Membership Committee is charged with encouraging growth of MMC.
  2. The Membership Chairman reports to the Board candidates for membership consideration and membership status.
- E. The Scholarship Committee is composed of five members including the elected Scholarship Committee Chairman and Scholarship Treasurer.
1. Additional Scholarship Committee members are appointed by the MMC President, approved by the Executive Committee and Board, and

with the approval of the Scholarship Committee Chairman. At least two Scholarship Committee members must have previously served on the Scholarship Committee.

2. The Scholarship Committee Chairman shall oversee the:

- a. Scholarship application process including the Scholarship Guidelines as reviewed by the Scholarship Committee; and
- b. Annual MMC Junior Scholarship Competition and continuing education award(s).

F. The Communications Committee is composed of the Second Vice President, Webmaster, Newsletter Editor, and Photographer. The Communications Committee Chairman is appointed by the President from committee members with Board approval.

#### *Section 4. Special Committees*

- A. Bylaws Committee shall be composed of the Immediate Past President, who shall serve as Chairman, and at least two, Board approved members who are currently or have served on the Board. The Bylaws Committee shall meet as needed to review and/or amend MMC Bylaws and practices of MMC, MFMC, and NFMC.
- B. Financial Review Committee shall be appointed by the MMC President and approved by the Executive Committee at the close of each fiscal year. The committee shall consist of at least three members, who shall review the financial records of MMC within sixty (60) days of the end of the fiscal year, or shall be responsible for the selection of an outside reviewer. The review report shall be presented to the Board for consideration at its September Board meeting.
- C. Nominating Committee shall consist of the Immediate Past President, three members of the Board, and one, past or present Board or Committee Chairman. At least one member should have served on a past Nominating Committee.
- D. Special Membership Review shall consist of three, Life and/or Honorary members, appointed by the Board, and meet biennially or as needed to review MMC membership status category. At least one member shall have served previously.

### **ARTICLE IX**

#### **Additional Non-Board Personnel**

Additional work of MMC shall be carried on by other personnel as defined in these bylaws. These appointed members shall serve for a term of two years, with the term coinciding with the fiscal year.

- A. Audition Chairman shall:
  1. Chair a performance committee of performing members;
  2. Schedule all performance auditions;
  3. Report approved performing auditions to the Membership and Program Chairmen and the Chorus President; and
  4. Be an elected position.
- B. Chorus President shall:
  1. Represent the MMC Chorus interests on the Program Committee;
  2. Report on the MMC Chorus activities to the Board;
  3. Appoint the Chorus Librarian(s) and Robe Chairman;
  4. With the approval of the Chorus Conductor, coordinate, secure, and disseminate a rehearsal schedule and venue; and
  5. Be elected by the MMC Chorus.



- C. Chorus Co-Librarians shall:
  - 1. Receive, label, disseminate, collect, and maintain all choral records and materials; and
  - 2. Be appointed by the Chorus President with the approval MMC Chorus.
- D. Chorus Robe Chairman shall
  - 1. Be responsible for maintaining the MMC Chorus robes and list of robe assignments; and
  - 2. Be appointed by the Chorus President with the approval of the MMC Chorus.
- E. Corresponding Secretary shall:
  - 1. Be charged with non-business related correspondence;
  - 2. Provide a monthly Board report; and
  - 3. Be appointed by the MMC President.
- F. Historian shall:
  - 1. Maintain MMC archives;
  - 2. Provide a monthly Board report as needed; and
  - 3. Be appointed by the MMC President.
- G. Hymn of the Month Chair shall:
  - 1. In collaboration with the Program Committee Chairmen, secure hymns and accompanists for MMC program meetings; and
  - 2. Be appointed by the MMC President with the approval of the Audition Chairman and Program Committee.
- H. Meal Chairman shall:
  - 1. Serve on the Program Committee and coordinate all meals;
  - 2. Be appointed by the Program Committee.
- I. MFMC Outreach Coordinator shall:
  - 1. Collect and report MMC data to the MFMC Senior Reporting Chairman; and
  - 2. Be appointed by the MMC President.
- J. MFMC Senior Reporting Chairman shall:
  - 1. Collect, maintain, and report MMC data to MFMC; and
  - 2. Be appointed by the MMC President.
- K. Newsletter Editor shall:
  - 1. Be charged with creating and distributing MMC news and information; and
  - 2. Be appointed by the MMC President with the approval of the Nominating and Executive Committee and Board.
- L. Photographer shall:
  - 1. Serve on the Communications Committee;
  - 2. Document MMC images for the Communications Committee;
  - 3. Coordinate with the Historian images for MMC Archives; and
  - 4. Be appointed by the MMC President with the approval of the Nominating and Executive Committee and Board.
- M. Piano Chairman shall:
  - 1. Be responsible for the MMC piano and bench, including maintenance, and maintain records of the MMC piano;
  - 2. Schedule piano tunings for all performance pianos, and
  - 3. Be an elected position.
- N. Reception Chairman shall:
  - 1. Secure greeters and attendance monitors;
  - 2. With the Program Committee Chairmen, coordinate program needs; and
  - 3. Be appointed by the MMC President.
- O. Reservation/Calling Chairman shall:
  - 1. Appoint callers who contact members for meal reservations, meeting cancellations, or meeting changes;
  - 2. With the Program Committee Chairmen, coordinate program needs; and
  - 3. Be appointed by the MMC President.
- P. Resident Agent shall:
  - 1. Be a member or non-member;
  - 2. Be on file with the Secretary of State, and shall serve until a successor is appointed; and
  - 3. Selected by the Executive Committee and approved by the Board.

Q. Social Chairman shall:

1. Coordinate program meeting refreshments excluding meal meetings;
2. With the Program Committee Chairmen, coordinate program needs; and
3. Be appointed by the MMC President.

R. Webmaster shall:

1. Administer the MMC website;
2. Serve on the Communications Committee;
3. Shall provide a monthly Board report; and
4. Be appointed by the MMC President with the approval of the Nominating and Executive Committee and Board.

**ARTICLE X  
Finances**

- Section 1. Fiscal Year*                    The fiscal year of MMC shall be from July 1 through June 30.
- Section 2. Dues*                            Members shall pay annual dues in the amount set by the Board. MMC Life and Honorary members are exempt from paying dues. Dues for MMC, MFMC, and NFMC shall be made payable to MMC and must be received by the MMC deadline. The MMC Treasurer shall forward all MFMC and NFMC dues and the appropriate portion of the Senior Clubs Past Presidents Assembly dues to NFMC and/or MFMC by its deadline.
- Section 3. Assessments*                MMC members shall pay assessments as required by MFMC and/or NFMC.
- Section 4. Assets*                         All funds and properties obtained in any form or from any source shall be used solely for the purpose of MMC unless otherwise agreed upon.
- Section 5. Special Funds*                MMC shall maintain Scholarship monies and any established Endowment Funds, all of which shall be under the oversight of the Finance Committee and shall be administered according to accepted accounting practices.
- Section 6. Compensation*
- A. Since MMC is a volunteer organization, MMC Board or committee members shall receive no monetary compensation of any kind for fulfilling the responsibilities of their positions except as authorized by the Board, but may submit expenses with appropriate receipts for reimbursement.
  - B. Artistic program performance and education by members and non-members may be compensated.

**ARTICLE XI  
Electronic Meetings**

The Board, Executive Committee, Standing Committees, and Special Committees are authorized to meet by telephone conference, via secure websites, or through any other established or emerging electronic communications media as long as all the participants may simultaneously hear each other and participate in the meeting.

**ARTICLE XII  
Indemnification**

The members of the Board, the Executive Committee, the Finance Committee, Student and Junior Club Advisors, and the Scholarship Committee serve by the authority granted in these bylaws to oversee the finances and affairs of MMC. Each member respectively understands and acknowledges that each such member is (1) not serving in the capacity of a trustee and (2) shall be held harmless and shall not be personally liable, either jointly or severally, as to any action taken or not taken during his or her service to MMC as a member of the Board, Executive Committee, Finance Committee, Student and Junior Club Advisors, and/or the Scholarship Committee, provided, however, that the foregoing shall not eliminate or limit:

1. The liability of any such member if a judgment or other final adjudication adverse to such member established that his or her acts or omissions were in bad faith or involved intentional misconduct or a knowing violation of law, or that he or she personally gained a financial profit or other advantage to which he or she was not legally entitled; or
2. The liability of any such member for any act or omission on his or her part prior to the adoption of the foregoing policy.

### **ARTICLE XIII Dissolution**

If MMC is dissolved, the Board shall, after paying or making provision for the payment of all of the liabilities of MMC, dispose of all the assets of MMC to other local music and/or artistic organizations, or MFMC and NFMC which are organized and operated exclusively for charitable or educational purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code. None of the assets of MMC shall be distributed to any member of MMC.

### **ARTICLE XIV Parliamentary Authority**

The rules contained in the current edition of Robert's Rules of Order, Newly Revised, 11<sup>th</sup> Edition (RONR) shall govern MMC in all cases to which they are applicable and in which they are not inconsistent with these bylaws or any special rules of order MMC may adopt.

### **ARTICLE XV Amendment of Bylaws**

These bylaws may be amended upon recommendation of the Board and with a two-thirds vote at any annual or adjourned annual meeting of MMC, or at any special meeting called for this purpose, where quorums are present, provided that a copy of the proposed amendment has been made available to the members at least thirty (30) days prior to the meeting at which the amendment is to be considered.

The Recording Secretary shall insure that an up-to-date copy of these bylaws is available to every MMC member, on the MMC website, on file with the NFMC Headquarters Office, MFMC Recording Secretary and the MMC Treasurer for submission to the United States Internal Revenue Service and State of Michigan.

#### **Adopted: June 1, 2015**

##### **2014-2015 Bylaws Committee:**

Sandra Nye, MMC Bylaws Committee Chairman and Immediate Past President

Karla Hake, MMC President and Past Program Committee Chairman

Myrth Kremers, MMC Past President and Scholarship Committee Chairman

Lucy Devries, Bylaws Committee Member At Large

Laurie M. Marshall, MMC Parliamentarian, MFMC First Vice President, MMC Student and Junior Club Advisor

#### **Amended: June 6, 2016**

##### **2014-2015 Bylaws Committee:**

Sandra Nye, MMC Bylaws Committee Chairman and Immediate Past President

Karla Hake, MMC President and Past Program Committee Chairman

Myrth Kremers, MMC Past President and Scholarship Committee Chairman

Lucy Devries, Bylaws Committee Member At Large

Laurie M. Marshall, MMC Parliamentarian, MFMC First Vice President, MMC Student and Junior Club Advisor

## ARTICLES OF INCORPORATION

The original date of filing the Articles of Incorporation was February 5, 1952. These Articles of Incorporation have been restated and were filed with the State of Michigan November 24, 1987 in compliance with IRS 501c(3) regulations. The Corporation number assigned is 826-064.

### ARTICLE I

The Name of the corporation is Monday Musical Club, Inc.

### ARTICLE II

The purposes of this corporation are to study music in all its branches, to provide scholarships, and to promote the appreciation and understanding of the value of good music in the home, the community, the nation, and the world.

### ARTICLE III

Said corporation is organized upon a non-stock basis. The qualifications and admission of members shall be as provided in the Bylaws. The amount of assets which said corporation possesses includes:

Real property: None.

Personal property: One piano and bench, library of music, tea service, and silver.

Said corporation is to be financed under the following general plan:

Said be financed by fees, dues of members, and donations.

### ARTICLE IV

The address of the current registered office is K-Line Irrigation, 4700 Hollywood Road, Saint Joseph, MI 49085.

### ARTICLE V

The name of the resident agent is: Sandra M. Nye.

### ARTICLE VI

The names and places of residence or business of each of the incorporators (January 31, 1952):

Lucy Butzbaugh	Benton Harbor, MI
Ruth Sullivan	Benton Harbor, MI
Mildred G Raisky	Benton Harbor, MI
Carrie Stevens	Benton Harbor, MI

### ARTICLE VII

The names and addressed of the first Board of Directors (or Trustees) are as follows:

Mrs. Eldon W. Butzbaugh	Benton Harbor, MI
Mrs. James W. Boothby	Saint Joseph, MI
Mrs. Harry Laity	Benton Harbor, MI
Mrs. Robert Tibbitts	Benton Harbor, MI
Mrs. Oscar Schoenbeck	Saint Joseph, MI
Mrs. W. L. Stevens	Benton Harbor, MI
Mrs. R. G. Sullivan	Benton Harbor, MI
Mrs. M. J. Hall	Benton Harbor, MI
Mrs. Hurbert B. Raisky	Benton Harbor, MI
Miss Marjorie Smith	Benton Harbor, MI
Miss Dorothy Rice	Saint Joseph, MI
Mrs. Leon Burgoyne	Saint Joseph, MI
Mrs. H. W. Fowler	Saint Joseph, MI
Mrs. L. R. Cramblet	Bridgman, MI
Mrs. C. P. Goodell	Saint Joseph, MI
Mrs. W. W. Butcher	Benton Harbor, MI
Miss Clara Kennell	Benton Harbor, MI
Mrs. Carroll Williams	Benton Harbor, MI
Mrs. Frank Jensen	Saint Joseph, MI
Mrs. L. J. Patton	Benton Harbor, MI
Mrs. Karl Schlabach	Benton Harbor, MI
Mrs. E. T. Watt	Saint Joseph, MI

Mrs. F. S. Upton      Saint Joseph, MI  
Mrs. W. W. Snyder      Benton Harbor, MI

#### **ARTICLE VIII**

The term of the corporate existence is perpetual.

#### **ARTICLE IX**

Disposition of income and assets:

##### **SECTION I**

No asset of this corporation shall ever be distributed to any member. No member shall have any proprietary right to or interest in such properties.

##### **SECTION II**

All funds and properties obtained in any form or from any sources shall be used solely for the purpose of this corporation.

##### **SECTION III**

Should this corporation be dissolved, the assets of the corporation shall be distributed for one or more exempt purposes with the meaning of Section 501(c)(3) of the Internal Revenue Code or corresponding section of any future Federal Tax Code, to be determined by the then current Board of the corporation, such purposes, however, to be similar in nature to the purposes of this corporation.