

By-laws of the Eugene Russian Choir

Article 1—Name and Definitions

The name of the organization is the “Eugene Russian Choir” hereinafter referred to either as the “Eugene Russian Choir” or the “Choir”.

Article 2—Purpose and Objectives

The Eugene Russian Choir is a performance-oriented group with the goal of promoting the appreciation of authentic Russian culture through performance and education.

The Choir also strives to provide each member with the opportunity to explore and expand his/her own individual talents, musicianship, and associated performance skills.

- 1) The objectives of the Choir are:
 - a) to promote the standard of music among members
 - b) to promote music appreciation among members and the general public
 - c) to promote understanding of authentic Russian culture through Russian folk and classical music
 - d) to attain technical achievement and breakthrough in the musical field
 - e) to organize and/or take part in concerts and performances, tours and media productions
 - f) to accept and receive grants or subsidies to meet the objectives of the Choir
 - g) to engage in fundraising activities as deemed necessary in order to meet the goals of the Choir

Article 3—Members

- 1) All persons who love to sing are eligible to become members of the Choir. Knowledge of the Russian language is not necessary. While auditions are not required, the Director may ask members who do not demonstrate vocal experience on a par with the rest of the choir to "sit out" at concert time.
- 2) Membership is granted to any such person:
 - a) who has completed such application form as the Choir shall require; and
 - b) who has been approved by the Choir director; and
 - c) whose application is approved by the Board; and
 - d) who has passed a probation period of 2 months
- 3) All members shall have equal rights and privileges as follows:
 - a) to participate in such activities as shall from time to time be arranged or organized by the Choir for the purpose of promoting all or any of the objectives set out herein
 - b) to nominate, be nominated, elect and be elected, propose and vote during general meetings
- 4) To become a member a singer must:
 - a) attend most rehearsals. The Director may ask members who have not attended a sufficient number of rehearsals to "sit out" at concert time.

By-Laws of the Eugene Russian Choir

- b) make a monetary contribution at the beginning of each month. The basic membership donation level is set by the Board. Contributions may be waived in cases of financial hardship as approved by the Board
 - c) fill out and sign a membership application/information sheet
 - d) acquire appropriate costume for participation in performances
- 5) A member may be dismissed from the Choir by a majority vote of the Board for behavior unbecoming of a member of the Choir.
- 6) All members have privileges of the floor at all meetings of the Choir, as time permits, and all regular Board meetings, except closed meetings of the Board.
- 7) No member shall be discriminated against because of race, religion, creed, color, gender, age, disability, national origin, or any other basis to the extent prohibited by federal, state, or local law.

Article 4—The Board

- 1) The Board shall consist of the President, Secretary, Treasurer and Director. The President, Secretary and Treasurer are elected positions. The Director is appointed by the Board.
- 2) All affairs of the Choir, except where provided otherwise in these By-Laws, shall be conducted by the Board, whose authority shall be final. Each member of the Board shall have one vote. While all members of the Choir have privileges of the floor in most matters, only members of the Board are eligible to vote at Board meetings.
- 3) The three elected officers (President, Secretary, and Treasurer) serve for a term of one year which commences on or about October 1. Nominations and elections are conducted as set forth in Article 6.
- 4) If the Presidency becomes vacant during a term, the Secretary shall assume the office of President, and the Board shall appoint a member to fill the position of Secretary for the remainder of the term. If a vacancy occurs in another office during a term, the Board shall appoint a member to fill the position for the remainder of the term.

Article 5—Officers

- 1) The **Director** shall be an officer ex officio, a member of the Board with full voting privileges, and shall be the official representative of the group in all artistic affairs. His/her duties shall include, but shall not be limited to, the following:
- a) selection and placement of members
 - b) programming of concerts, and selection and ordering of music within the budget limitations set by the Board
 - c) selection of soloists or instrumentalists, either professional or from the Choir. If professional soloists or instrumentalists are selected, their fees are subject to approval by the Board upon recommendation by the Director

- d) selection of other accompanists or orchestral groups to assist in preparation for, and performance of concerts. Any fees are subject to approval by the Board upon recommendation by the Director. The Accompanist shall report to the Director
 - e) conducting and scheduling of all rehearsals and all performances, unless otherwise delegated by him/her
- 2) The **President** shall be the chief executive officer of the Choir. He/she shall preside over all meetings of the Board and of the Choir. He/she shall compile and present all business at hand, and may call upon Board members or Choir members to assist him/her in specific items.
- 3) The **Secretary** shall assume the responsibilities and carry out the duties of the President in the President's absence. He/she will also assist the President in any duties and responsibilities as the President may reasonably request. He/she shall record the proceedings of the meetings of the Choir and of the Board and shall submit the record to the Board for approval in a timely manner. He/she shall have charge of the correspondence of group and shall maintain a file of the group's records and correspondence.
- 4) The **Treasurer** shall be the custodian of all funds of the group. He/she shall:
- a) collect all dues and moneys from other sources
 - b) pay all bills
 - c) maintain a group checking account and/or ATM card account
 - i) All checks, drafts or orders for payment shall be signed by a minimum of two of the Board Members who have signature authority. The Board should inform the Choir as to the Board Members who have signature authority for a given year
 - d) give a complete report of finances at each regular Board meeting and prepare such other periodic written reports as may be required
 - e) maintain a complete set of financial records
 - f) annually prepare a draft budget
 - g) perform any other duties incidental to his/her office as may be directed by the Board

Article 6—Nomination, Election, and Appointment of Officers

- 1) **Terms of Office:** The term of office for the members of the Board, excluding the Director, is one year, commencing on or about October 1. Board members may succeed themselves in the same office indefinitely.
- 2) **Nominating Committee:** The Choir will form a Nominating Committee to prepare a list of one or more candidates for each of the three Board officers prior to September 15 of each year.
- 3) **Nominations:** On or about September 15 each year, the Nominating Committee shall announce their list of nominees for President, Secretary, and Treasurer at a regular meeting of the Choir. No one will be nominated who has not previously agreed to the nomination. The Chair of the Nominating Committee shall open the

meeting for nominations from the floor at this time. Nominees present at the meeting shall accept or decline such nominations; nominees who are absent will be considered to have declined the nomination unless the Choir can be assured that the nominee has accepted the nomination. The date and time of the election shall be announced at this same meeting.

- 4) **Elections:** No earlier than one week after the presentation of nominations from the Nominating Committee, the election shall be held at a regular meeting of the Choir. The Chair of the Nominating Committee shall again call for nominations from the floor. Nominees present at the meeting shall accept or decline such nominations; nominees who are absent will be considered to have declined the nomination unless the Choir can be assured that the nominee has accepted the nomination.

Article 7—Appointed Managers

- 1) The Board shall appoint members as Managers to hold offices as needed to fulfill specific duties, and may appoint members to these offices. Examples of such offices include but are not limited to Librarian, Historian, Costume, and Membership managers.
- 2) **Terms of office:** The terms of office for appointed Managers is one year or until completion of the specific duties, commencing on the date of their appointment, unless otherwise specified by the Board at the time of appointment. Managers may succeed themselves in successive terms of the same office indefinitely. Appointments shall be announced at the next regular meeting of the Choir.

Article 8—Meetings

- 1) The Board shall schedule at least four regular Board meetings per year which are announced at a regular meeting of the Choir at least one week in advance. Special meetings may be called by the President at any time, by notifying all members of the Board and allowing reasonable time to attend.
- 2) **Quorums:**
 - a) A regular quorum is defined for meetings of the Board when: the meeting is scheduled and the Choir is notified at least one week in advance; there were no changes in the time or location of the meeting since the notice; and at least two of the elected Board members are present (not including the Director).
 - b) In extreme cases, the President may act on behalf of the Board and Choir when every reasonable effort has been made to consult as many Board and Choir members as possible in the extremely short time frame allowed, and there is reasonable assurance that the Board will uphold the action by simple majority at the next opportunity when an appropriate quorum is present.
 - c) Regular weekly rehearsals of the Choir may normally include a short business meeting. A quorum at the business meetings of such regular rehearsals consists of those members present.

- 3) Additional meetings may be called by the President or by a petition of at least one-third of the members of the Choir. A quorum at such meetings is two-thirds of the members of the Choir as of the last reported membership.
- 4) **Voting:** Every member of the Choir in good standing and present shall be entitled to one vote in any regular meeting of the Choir. Every member of the Full Board in good standing and present shall be entitled to one vote in any regular meeting of the Board. Absent members shall not be entitled to vote by proxy. All matters shall be decided by a simple majority vote, except as required to be decided otherwise in the By-Laws or by statute.

Article 9—Member Obligations

- 1) Membership dues shall be made at the beginning of each month. There may be several levels of membership with amounts, designations and associated recognition determined by the Board. In the case of financial hardship, the membership contribution may be waived by the Board. Dues shall be non-refundable.
- 2) Members shall acquire appropriate costumes for performances. Costume shall be as designated by the Board with the consultation of the Director and appropriate to the timbre of the performance. Purchase of black and white costumes for classical concerts shall be the responsibility of the individual Choir member and are the property of the individual Choir member. Folk costumes provided by the Choir are the property of the Choir and may be used only for Choir related activities. While members may be asked to pay for the cost of alterations and/or embellishments, such items made by or provided by the Choir shall remain the property of the Choir. Members who resign from the Choir shall return costumes to the Choir in satisfactory condition. Members who choose to provide their own folk costumes may do so **however** the costume is subject to approval by the Director. Folk costumes paid for **in full** and provided by the individual Choir member shall be the property of the individual Choir member.

Article 10—General Rules and Regulations

- 1) **Rehearsals:** Attendance at rehearsals is required for a member to stay in good standing. The Director may ask any member to "sit out" from a concert for excessive absences or for absence from the dress rehearsal for that concert. Such decisions may be appealed to the Board. Persistent excessive absences may be grounds for dismissal from the Choir by the Board.
- 2) **Performances:**
 - a) Appropriate dress for each concert will be determined by the Director, in consultation with the Board.
 - b) Any given member's participation in performances is at the discretion of the Director.
- 3) **Music:**
 - a) All music not purchased by the individual is the property of the Choir.

- b) Each member is responsible for the music assigned to him/her and is expected to keep it in good condition.
 - c) Lost or damaged music shall become the financial responsibility of the individual.
- 4) In the event the Choir should disband, all property thereof shall be sold and the proceeds of the sale, together with any funds on hand, shall be contributed to one or more charitable organization(s) to be selected by the membership at a regular meeting, or by the Board if regular meetings of the membership have ceased.

Article 11—The Director

- 1) The position of Director shall be filled by a competent music director or conductor who shall be selected and hired by the Board. The Music Director shall receive fees from the Choir for services rendered to the Choir.

Article 12—Method of Amending By-Laws

- 1) These By-Laws may be amended by a two-thirds vote of all members present at any regular meeting, following the meeting at which the amendments are presented.

Adopted:

Amended:

Presiding Board Members:

President, Andrew Verner

Secretary, Melita Green

Treasurer, Alayne Switzer