

**WESTERN NORTH CAROLINA CHAPTER
THE FELLOWSHIP OF UNITED METHODISTS
IN MUSIC AND WORSHIP ARTS**

Article I

Name

Section 1. Name: The name of the organization shall be "The Western North Carolina Chapter of the Fellowship of United Methodists in Music and Worship Arts," hereinafter designated as "the chapter."

Section 2. Relationship: The Chapter shall be a chapter of The Fellowship of United Methodists in Music and Worship Arts, hereinafter called "The Fellowship", and shall adhere to its constitution. The chapter shall be self-governing.

Section 3. Boundaries: The geographical boundaries of the chapter shall be defined as follows: Western North Carolina Annual Conference area.

Article II

Object

Section 1. Purpose and Objectives: The purposes and objectives of the chapter shall be in keeping with the national Fellowship.

Article III

Membership and Dues

Section 1. Membership: Membership is open to all interested persons. All members of The Fellowship that live within the geographical boundaries of the chapter shall be considered members of the chapter, unless the member makes a request to be in another chapter. Fellowship members outside the geographical boundaries of the chapter may request to be considered a member of the chapter rather than the chapter in which they reside.

Section 2. Dues: Membership dues shall be assessed by the national Council of The Fellowship. No additional fees or dues shall be charged members without the written consent of the Council of The Fellowship.

Article IV

Officers

Section 1. Officers: The elected officers shall be: *President, Vice-president, Secretary, and Treasurer.* These officers, plus District Coordinators shall be considered the chapter council. All elected officers must be Full Members of The Fellowship

Section 8. Vacancies: If any officer is unable to complete a term of office, the council may either appoint a replacement or reassign the officer's duties to other members of the council for the remainder of the term.

**Article V
Meetings**

Section 1. Meetings of the chapter shall be scheduled by the council. Members shall be notified of meetings by mail at least six weeks in advance. Official business of the chapter may be conducted at any meeting.

Section 2. Quorum: The quorum shall be the number of members present at any called meeting.

**Article VI
The Council**

Section 1. Council makeups: The council shall consist of the elected officers of the chapter plus district coordinators.

Section 2. The council shall meet at least twice each year to conduct the business of the chapter. The council's primary responsibilities include planning the *spring* meeting and other meetings as the membership desires.

Section 3. A majority of the council shall be considered a quorum.

**Article VII
Committees**

Section 1. Committees: Committees to accomplish specific tasks may be established by the council. The members of these committees shall be appointed by the president.

**Article VIII
Parliamentary Authority**

The rules contained in the current of Robert's Rules of Order Newly Revised shall govern the chapter in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the chapter may adopt.

**Article IX
Amendments**

Section 1. These bylaws may be amended by a two-thirds majority of the votes received either at a meeting or by mail, providing that the amendment(s) has (have) been submitted to the membership in writing at the previous meeting or by mail 30 days in advance.

Section 2. The bylaws may be amended for purposes of practicality by a two-thirds majority of the votes received, either at a meeting of the chapter membership, or by mail.

Section 2. Two Year Terms: The officers shall be elected for a two year term to begin on January 1, 2000. No member shall hold more than one office at a time, and no member shall be eligible to service more than two consecutive terms on the council. Officers are ineligible to hold any office for one term after leaving office.

Section 3. Duties of the officers shall be:

a. The president shall preside at chapter and council meetings; appoint committees and coordinate their work; convene the council; serve as ex-officio member of all committees; file with the national Fellowship office an annual report which reflects chapter events, membership, financial status, current officers, and other pertinent data related to maintaining the chapter's active status.

b. The vice-president shall carry out the responsibilities of the president in his/her absence; serve as program director, coordinating all aspects of programs and meetings (i.e. site arrangements, meals, worship services, reservations, etc.)

c. The secretary shall keep the minutes of the council meetings; communicate the chapter's plans by mail to chapter members; write appropriate letters of appreciation; work with the vice-president to be sure that information on upcoming programs/meetings is communicated to members. Upon retirement from office the secretary shall turn over all records in good order to the incoming secretary.

d. The treasurer shall keep accurate records of all monies received from The Fellowship, workshops, festivals, etc.; and disburse all monies. An annual reporting of these monies shall be given to the council, The Fellowship and the chapter members. Upon retirement from office the treasurer shall turn over all records in good order to the incoming treasurer.

Section 4. Nominating Committee: Before October 1 of odd numbered years, the president shall appoint a nominating committee of five (5) persons. This committee shall make one nomination for each office and submit these names by mail to the membership prior to January 15 of even numbered years.

Each candidate shall have been contacted by the nominating committee and shall have expressed a willingness to serve. The nominating committee shall coordinate the election process. The committee's duties are accomplished with the installation of new officers.

Section 5. Election by mail: Elections will be held by mail. The notification of nominations may also serve as the election, through nominations may be made by mail as long as they are returned to the nominating committee by December 1. The member making the nomination shall have contacted the nominee and the nominee shall have expressed a willingness to serve.

Section 6. Election: A simple majority of all votes for any office shall constitute an election. In case of a tie, the membership will vote again until there is an election. In the case of a tie an additional name for the office in question may be submitted, or a person may withdraw her/his name from consideration.

Section 7. Installation: Officers will be installed and/or take office at the *spring meeting* or *April 1*, whichever comes first.