

**CONSTITUTION**  
**of the**  
**TENNESSEE FEDERATION OF MUSIC CLUBS**

**ARTICLE I. NAME**

The name of this organization shall be the The Tennessee Federation of Music Clubs (TFMC), chartered in the State of Tennessee, registered in Montgomery County, Tennessee.

**ARTICLE II. OBJECT**

The object of this organization is to bring music clubs and other music organizations and individuals directly or indirectly associated with music activity into working relationship with one another throughout Tennessee, to foster the development and maintaining of high musical standards; to aid and encourage music education, and to promote the works of American composers and performers, in a spirit of cooperation with the National Federation of Music Clubs (NFMC).

**ARTICLE III. NON PROFIT STATUS**

**SECTION I** This organization, which receives contributions deductible under Section 170 (c)(2) of the IRS code, and as such, shall comply with all present or future sections of the IRS code relating to 501 (c) (3) corporations. No substantial part of the activities of this organization shall involve attempting to influence legislation or political campaign on behalf of, or in opposition to any candidate for public office. The net earnings of this organization shall not benefit or be distributed to its members, trustees, officers, or other private persons, except as reasonable compensation for services rendered and as payments and distributions in furtherance of the purposes set forth in Article II.

**SECTION II.** In the event of the dissolution of the Tennessee Federation of Music Clubs, any funds remaining in the treasury after payment of outstanding debts shall be contributed to the National Federation of Music Clubs, or to another 501 (c) (3) organization with similar objectives and goals.

**ARTICLE IV. MEMBERSHIP**

**SECTION 1.** Classification of Members

- A. Organizations eligible for active membership in the Tennessee Federation of Music Clubs shall be Senior, Student and Junior Organizations.
- B. Individual Members shall be classified as Individual Members and/or Permanent Members
- C. TFMC Honorary Life Member

**SECTION 2.** Active members shall be organizations and individuals interested in promoting the study and performance of music. Such organizations and individuals shall be eligible to participate in all the proceedings of the TFMC and NFMC if membership is current.

**SECTION 3.** Individual Members shall be those individuals interested in the advancement of music who pay annual dues as provided in Bylaw XIII, Section 6, but do not belong to a music club. They shall be eligible to participate in all the proceedings of the TFMC and NFMC.

**SECTION 4.** Permanent Individual Members:

- A. Life Members shall be individuals who have contributed a specific dollar amount as outlined in the current standing rules. (\$200) to the TFMC of which \$125 is forwarded to the NFMC and TFMC retains \$75. Amounts should not be included in this section as it is difficult to change if NFMC changes amount. Include in standing rules. Such members shall be exempt from payment of annual National and Tennessee State dues, and are entitled to free subscription to *Music Clubs Magazine*. Life members must pay local club annual dues annually to qualify for festival participation.
- B. Rose Fay Thomas Fellow, Donor, Patron and Cradle Roll (to age 6) individual members who have made monetary contributions to the organization are Permanent Individual Members. (Bylaw XI, Section 5B)

**SECTION 5.** Associate Member Organizations are those defined as interested in the promotion of good music but do not wish to participate in the administrative duties of TFMC. They shall be entitled to all privileges of the TFMC except the right to make motions, to vote, and to hold office. See Bylaw XI, Membership.

**SECTION 6.** Tennessee Honorary Membership may be conferred upon individuals who have achieved distinction in music, or who have rendered special service to the TFMC. Such membership shall be conferred upon the recommendation of Board of Directors. Honorary members shall not be entitled to make motions, to vote or hold office.

**SECTION 7.** Applications for membership, accompanied by dues, shall be sent to the State Treasurer, and shall be subject to the approval of the TFMC President or the Executive Committee.

**ARTICLE V. OFFICERS**

**SECTION 1.** The Officers of the Tennessee Federation of Music Clubs shall be President; President-Elect; Three Divisional Vice Presidents (one from each division East, Middle, West Tennessee); Recording Secretary, Executive Secretary-Treasurer and Historian.

**SECTION 2.** The terms of each office shall be two years, and shall begin immediately following the State Convention at which the election occurs. No officer shall serve more than two terms consecutively; exceptions may be made by recommendation of the Board of Directors.

**ARTICLE VI. MEETINGS**

**SECTION 1.** A State Convention of TFMC shall be held in the spring of the odd calendar year. (Bylaw II, Section 1).

**SECTION 2.** Divisional Meetings shall be held in the fall of each year. (Bylaw II, Section3).

**SECTION 3.** The Board of Directors shall meet at least once every year. (Bylaw II, Section 2).

**SECTION 4.** The Executive Committee shall meet at the call of the State President and upon written request of five (5) committee members. (See Bylaw II, Section 4).

**SECTION 5.** The State President or the Board of Directors may call a special business meeting of the TFMC. (Bylaw II, Section 5).

**SECTION 6.** The State President or the Board of Directors may determine that a meeting be officially conducted by email or a group conference call in the event that a quorum cannot physically attend a called meeting.

#### **ARTICLE VII. AMENDMENT OF ARTICLES**

**SECTION 1.** The Articles of the Tennessee Federation of Music Clubs may be amended by two-thirds majority of the members present and voting at a State Convention, provided that a proposed amendment has been approved by the Board of Directors, and provided that a copy has been given to each TFMC organization and to each Individual Members at least sixty 30 days prior to the State Convention.

**SECTION 2.** If a Constitutional Amendment is proposed during the State Convention, it may be approved by a majority vote of certified delegates present.

**SECTION 3.** An amendment shall take affect at the close of the business session at which the amendment is adopted.

**SECTION 4.** If the President or 5 members of the Board of Directors deem a Constitutional Amendment change or addition necessary, a special meeting may be called to transact business related to the amendment only. Three days notice is necessary and all board members must be contacted by mail, email or phone. The approved amendment shall become effective at the end of that meeting.

#### **ARTICLE VIII. PARLIAMENTARY AUTHORITY**

Roberts Rules of Order, Revised, shall govern this organization in all cases not covered by its own articles and bylaws.

### **BYLAWS**

#### **BYLAW I. DUTIES OF OFFICERS**

Publicize NFMC and TFMC Federation activities. Encourage membership in extension in state and local musical organizations.

**SECTION 1.** The President shall:

- A. Preside at the TFMC Biennial Convention (odd years), meetings of the Board of Directors, meetings of the Executive Committee, and special business meetings of the TFMC.
- B. Assign positions of chairmanship to the elected state chairmen, appoint other chairmen of the Senior Division, and approve the Plan of Work for each.
- C. Appoint the State Student Advisor, the State Junior Counselor, and the State Chairman of Festivals.
- D. Appoint persons recommended for chairmanships within the State Student Division, The State Junior Division, and the Festival administrative structure.
- E. Appoint the Parliamentarian.
- F. Appoint two additional members to the Executive Committee.

- G. Appoint two members to the Finance Committee from the Board of Directors.
- H. Appoint the Election Committee, consisting of tellers, clerks, and other assistants, who are required to be in charge of the election of State Officers, with East, Middle, and West Tennessee represented among them.
- I. Appoint a member of the Board of Directors to act as Treasurer, in the event of the Treasurer's inability to perform duties of the office and file the name of the appointee with the financial institutions in which the funds of the TFMC are deposited. If Treasurer is unable to fulfill term, an election must be held.
- J. Serve as ex-officio member of all committees except the Nominating Committee.
- K. Perform all other duties pertaining to the office.

**SECTION 2.** The State President-Elect shall:

- A. Serve as an aid to the President.
- B. Serve as acting President in the event of the President's absence.
- C. Fulfill the incomplete term of a President, in case of the inability of the President to fulfill the duties of the office.
- D. ~~Obtain a National Federation of Music Clubs State President's pin for presentation to the incoming President at the installation ceremony. Pin to be paid for from the TFMC budget. Deleted at March 2013 state convention.~~
- E. Perform such additional duties as may be designated by the Board of Directors.

**SECTION 3.** The Divisional Vice Presidents shall:

- A. Supervise the work assigned by the President in their respective divisions.
- B. Plan and preside at the respective fall Divisional meetings annually.
- C. Select at least six (6) nominees, from the divisional clubs, who will be willing to serve in State capacities. Then send the names to the State President for approval and appointment.
- D. Prepare and present written report at TFMC Biennial Convention.

**SECTION 4.** The Recording Secretary shall:

- A. Record the minutes of the TFMC Biennial Convention, Board of Directors, Executive Committee and any called meetings of the TFMC. Within thirty (30) days after each meeting send to the President and all Board Members a copy of the minutes.
- B. Maintain a current record of minutes and reports during term of office.
- C. Place minutes, records, reports and official papers on file with the State Historian upon completion of office.

**SECTION 5.** The Executive Secretary-Treasurer shall:

- A. Serve as custodian of funds and securities deposited in the name of the Tennessee Federation of Music Clubs in financial institutions of good standing.
- B. Receive all dues, fees, and contributions (remitting any required portion to the National Treasurer), deposit the remainder in the state treasury, to the correct fund. Mail a receipt within 30 days.
  - 1. Maintain current membership roll of all organizations, individual members and Life Members with names and addresses. Indicate officers of each club and include their telephone number and email.
  - 2. Provide the TFMC President with changes in the membership roll and a financial report quarterly. Send a statement in December to any club that has not paid dues for the current fiscal year, stating response is necessary by February 1<sup>st</sup>. Report to the Executive Committee the name of any club that has not responded to request for payment of dues for immediate action.
  - 3. Prepare the annual financial statement of the TFMC as a nonprofit organization Section 501(c) (3) as required by the Internal Revenue Service by June 30<sup>th</sup>. The financial statement shall be presented to the TFMC Board at the Biennial Convention and the fall board meeting. Copies should be sent to the President and filed with the Historian.
  - 4. Send notice to every club as soon as fee or policy changes are enacted by NFMC.
- C. Pay all expenses by check. Pay expenses incurred by a Federation member or committee when accompanied by voucher and/or accompanying receipt.
- D. Serve as member of the TFMC Finance Committee.
- E. Send any official correspondence to the membership or to various divisions of the organization as directed by the President or Board of Directors.
- F. Serve as Chairman of credentials Committee at the TFMC Biennial Convention, and furnish a list of all qualified voters.
- G. Within thirty (30) days after the election of the new treasurer, the outgoing treasurer shall turn over all funds and documents to the successor.
- H. Obtain a plain NFMC State President's pin for presentation to the incoming President at the installation ceremony. If incoming President wishes a more expensive pin, the incoming President shall cover the difference in cost. Added at March 2013 State Convention.

**SECTION 6.** The Historian shall:

- A. Collect and preserve all printed material pertaining to the history of the Tennessee Federation of Music Clubs.
  - 1. Record an account of the growth and development of the organization and a complete list of Charter members, officers, and chairmen.

2. Preserve a copy of Charter document and non-profit status of the TFMC and location of registration (Montgomery County, Tennessee) and any updated materials necessary for maintaining a non-profit status.
- B. Maintain the Tennessee Federation of Music Club's Archive file at the Clarksville Tennessee Public Library which contains newspaper articles, important papers, TFMC Biennial Convention Proceedings.

**SECTION 7.** Each officer shall make a report, five (5) copies, for each meeting of the Board of Directors and for this TFMC Biennial Convention (one copy each to the State President, State Vice-President, Recording Secretary, Executive Secretary-Treasurer and the Historian.

## **BYLAW II. ARRANGEMENTS FOR MEETINGS**

**SECTION 1.** The TFMC State Convention shall be held biennially for official State Federation Business reports of officers and chairmen; and election of officers.

- A. The President shall issue the Official Call thirty (30) days prior to the meeting, including:
1. Time/date
  2. Place
  3. Agenda
  4. Time of election of State Officers
  5. Voting Credential form

**SECTION 2.** The Board of Directors shall meet annually each fall, in a convenient location upon receiving Official Call of the President. Additional meeting may be called by the President or upon written, e-mail or phone request of five (5) members of the Board. Nominations shall be made for the State Representative to serve on the National Federation of Music Clubs Board of Directors. An additional nomination shall be made at this fall meeting for a Member-at-Large to serve on the National Federation of Music Clubs Board of Directors. Both of these nominations must be confirmed at this meeting in order to send paperwork to the NFMC National Nominating Committee by December 1<sup>st</sup>.

**SECTION 3.** The Divisional Meetings shall be held annually in the fall, for Federation business, and for reports of officers and committee chairmen. The respective Divisional Vice- Presidents shall issue and Official Call, thirty (30) days prior to the meeting, to all Senior, Student and Junior clubs and individual members in their area; and also include call to State TFMC Officers.

- A. Call must include:
1. Date/time
  2. Place
  3. Agenda
  4. In the even years a reminder that each club in the division be prepared to nominate one of its members to serve as a State Chairman. Each nominee shall be willing to serve two (2) years.

- B. Recommendations are that there is no need to have as many as 3 divisional junior counselors. When information is needed, the TFMC Senior Divisional Vice Presidents have served well to help.

**SECTION 4.** The Executive Committee shall meet at the call of the president, or upon written, e-mail or phone request of five (5) members of the committee.

**SECTION 5.** A special business meeting of the Tennessee Federation of Music Clubs may be called in the same manner as a TFMC State Convention.

### **BYLAW III. BOARD OF DIRECTORS**

**SECTION 1.** The Board of Directors shall consist of the Executive Committee, elected officers of TFMC, (Article V, Section 1); the Past State Presidents (who have full privileges to vote and to hold departmental or committee chairmanships); State and Divisional Student Advisors; State and Divisional Junior Counselors and other officials of the Tennessee Federation.

**SECTION 2.** The Board of Directors shall:

- A. Act on appointment made by the President for the Office of Parliamentarian.
- B. At the Tennessee Federation of Music Clubs Fall Board Meeting (in the even year) preceding the Biennial NFMC Convention (odd years), nominate (and elect) a representative of the TFMC for state representative to the Board of Directors of the NFMC, and notify the Chairman of the National Nominating Committee according to the rules of the National Federation of Music Clubs. The TFMC shall elect a nominee for membership in the NFMC Board of Directors as a Member-at-Large. These nominations must reach the National Nominating Committee by December 1<sup>st</sup> in the even years.
- C. Elect by ballot, at the Fall Board meeting (in the even year) preceding the TFMC Biennial Convention year, seven (7) members who shall compose a State Nominating Committee, four of these to be chosen from the Board of Directors from different sections of the state, and one from East, Middle and West respectively.
- D. Transact no business in the absence of a quorum. A quorum shall consist of one more than half of the members present of the TFMC Board of Directors.

**SECTION 3.** The Board of Directors may: Authorize the Executive Committee to perform duties of the Board in the interim between its meetings.

- A. Declare a vacancy in the membership of the Board in the event that a member is absent from two consecutive meetings of the Board without viable reason.
- B. Ask for the resignation of any officer who is delinquent in the duties of his/her office.

### **BYLAW IV. EXECUTIVE COMMITTEE**

**SECTION 1.** The Executive Committee shall consist of the elected State Officers (Article V. Section 1), The Past State Presidents, and two (2) persons appointed by the State President. A majority of members of this committee shall constitute a quorum for transaction of business by the Executive Committee.

**SECTION 2.** The Executive Committee shall:

- A. Perform such duties as may be authorized by the Board of Directors in the interim between board meetings.
- B. Submit in writing a complete statement of its work at the meetings of the Board of Directors.
- C. Direct the Executive Secretary-Treasurer to submit a complete financial report for annual audit and report at the fall meeting of the Board of Directors. Report at the TFMC State Biennial Convention.
- D. Appoint a person to fill a vacancy when a State Officer resigns or is unable to complete the term of office.
- E. Direct the Executive Secretary-Treasurer to send written statement of removal from membership roll the name of the club or of an individual member of the TFMC, (after investigation is made), for refusal to comply with the rules and regulations of the NFMC and or TFMC, or for other serious cause.
- F. Transact no business in the absence of a Quorum.

**SECTION 3.** The Executive Committee directs the Executive Secretary-Treasurer, upon receipt of current dues, to reinstate a club or an individual whose membership privileges have been forfeited for non-payment of dues. A notice of reinstatement should be sent to the club or individual member stating that they are eligible to participate in all events the following fiscal year. (Bylaw I, Section 5, B 3)

**BYLAW V. STATE CHAIRMEN**

**SECTION 1.** The nominees submitted from the Divisional Fall meetings (on the even years) shall be assigned chairmanship at the Board meeting prior to the TFMC State Convention, their term of office to begin immediately following their approval at the TFMC State Convention. The term of chairmanship shall be two (2) years. (Bylaw I, Section 5, B3)

**SECTION 2.** Each chairman shall secure the NFMC National Plan of Work and use it as a guideline for developing a State Plan of Work. It is the chairman's job to notify all clubs and individual members of this plan of work.

**SECTION 3.** All chairmen shall make five (5) copies of reports for the Fall Board of Directors and the TFMC State Convention. (Bylaw I, Section 7).

**SECTION 4.** Any active member who originates a constructive idea, which meets with the approval of the President and the Board of Directors, may be appointed as a chairman.

**BYLAW VI. PARLIAMENTARIAN**

**SECTION 1.** The President subject to approval of the Board of Directors shall appoint the Parliamentarian.

**SECTION 2.** The Parliamentarian shall:



- A. Attend the meetings of the Executive Committee, the Board of Directors, and the TFMC State Convention for the purpose of interpreting the Constitution and Bylaws, advising the presiding officer on points of parliamentary law and rendering an opinion when requested.
- B. Call an organizational meeting of the Election Committee at the first session of the TFMC State Convention.

#### **BYLAW VII. THE EMERGENCY COMMITTEE**

The Emergency Committee shall consist of the President and Two (2) other members of the Executive Committee. The duty of this committee shall be to act in emergencies pertaining to the Tennessee Federation. Business may be conducted by telephone, email or mail depending on the nature of the emergency.

#### **BYLAW VIII. THE NOMINATING COMMITTEE**

**SECTION 1.** The Nominating Committee shall:

- A. Elect its chairman.
- B. Deliberate on a list of State Officers with regard to knowledge of the organization, ability to act upon state issues, understanding and loyalty to Federation aims and ideals, and suitability for the particular office.
- C. Verify that all candidates listed are active members in good standing and consent to be nominated.
- D. Report to the TFMC State Convention in open session the names of those nominated for each office.

#### **BYLAW IX. VOTING BODY**

**SECTION 1.** The voting body of the Tennessee Federation of Music Clubs shall consist of the members of the Board of Directors, Life Members, Individual Members, (See Article IV) and Past State Presidents, accredited delegates of active Senior Organizations, active Student Clubs, and Junior Club Counselors. The maximum number to represent any organization is six (6).

A. Senior Club Delegates:

- 1. One (1) delegate or alternate for twenty (20) members or less.
- 2. One (1) additional delegate or alternate for twenty-one (21) to one hundred (100) members.
- 3. One (1) additional delegate or alternate for each additional hundred (100) members or major fraction thereof.

B. Active Student Club Delegates:

- 1. One (1) delegate or alternate from each organization.

C. Active Junior Club Delegates:

1. One (1) Junior Counselor for each Junior Club.

**SECTION 2.** Delegates or their alternates of active organizations, Life Members and Individual Members shall send credentials for verification and issuance of ballot through the Chairman of Credentials at the time of registration for the TFMC State Convention.

**SECTION 3.** No one shall be permitted to vote in a dual capacity, and no proxy or absentee vote shall be recognized. Valid voters present shall constitute a quorum.

#### **BYLAW X. ELECTIONS**

**SECTION 1.** The officers of the Tennessee Federation of Music Clubs shall be elected during the TFMC State Convention.

**SECTION 2.** Nominations from the floor may be made, after the Nominating Committee has presented the committee's report. The names reported by the Nominating Committee, together with the nominations made and seconded from the floor, shall be placed on the ballot used at the election.

**SECTION 3.** Each qualified voter shall be entitled to one vote, and shall obtain a ballot from the Chairman of Credentials.

**SECTION 4.** The Election Committee shall so order the proceedings of marking and casting ballots as to preserve the secrecy of the ballot and to prevent the casting of an unauthorized ballot. In the event that the Election Committee finds an unauthorized or suspicious ballot in the ballot box, the chairman of the Election Committee will report such a ballot as "illegal" in the report of election returns.

**SECTION 5.** The chairman of the Election Committee shall report the election results to the President. A majority shall elect. The President shall announce the result of the election to the Convention.

**SECTION 6.** The TFMC Officer Installation Ceremony shall follow the election in at the Biennial Convention. Each officer will receive job descriptions.

#### **BYLAW XI. MEMBERSHIP**

**SECTION 1.** The Senior Division

A. The Senior Division shall include organizations formed for the purpose of promoting the study or performance of music. In order to federate a new Senior Music Club, there must be at least 3 members.

1. The work of the Senior Division shall be under the direction of the President, who shall appoint all TFMC Department Chairmen, State Junior Counselor, State Festival Chairmen, State Advisor, State News Gatherer.

B. TFMC "Honorary Life Member" is bestowed on a member who has displayed exemplary contributions to the furtherance of objectives of TFMC. All State dues shall be waived.

**SECTION 2.** The Student Division

A. The Student Division shall include Student Organizations and/or Student Special Members limited to young people between the ages of sixteen (16) and not over twenty-five (25) by March 1<sup>st</sup>. Students are classified as active or associate. Students the ages of 16-18 years of age may be

classified in only one division (Junior or Student). In order to federate a new Student Music Club, there must be at least 3 members.

- B. The work of the Student Division shall be under the direction of the State Student Advisor, who shall have recommended three Divisional Advisors and other officials to assist in the work of the Student Division.
- C. All appointments and Divisional/State Advisor's Plan of Work shall be submitted to State Advisor, and is subject to Presidential approval.
- D. Festivals see Bylaw XII.

**SECTION 3.** The Junior Division:

- A. The Junior Division shall include Junior Organizations and/or Junior Special Members who are not over eighteen (18) years of age on March 1<sup>st</sup>. Students between the ages of 16-18 years of age may be classified in only one division (Junior or Student). In order to federate a new Junior Music Club, there must be at least 3 members.
- B. The work of the Junior Division shall be under the direction of the State Junior Counselor who shall recommend all Junior Division Chairmen including District Festival Chairmen to the State President for appointment, determine if new festival districts may be formed or existing festival districts should be divided. Any new festival districts formed must have at least three teachers and be self-supporting.
- C. Festivals see Bylaw XII. In order to begin a new Festival District, there must be at least 3 teachers.
- D. A Junior State Convention may be held in the spring of the odd calendar years under the direction of the State Junior Counselor.
- E. A Junior meeting may be held in the fall in conjunction with the Divisional meeting.

**SECTION 4.** Associate Organization

- A. Associate (non-institution) includes all age groups.
- B. Associate (mass enrollment) includes colleges, high school music departments, private schools of music.

**SECTION 5.** Special Membership

- A. Individual Membership
  - 1. Senior
  - 2. Student
  - 3. Junior
- B. Permanent Individual Membership
  - 1. Life Membership

2. Sponsor, Donor, Patron
3. Cradle Roll (up to age 6)
4. Rose Fay Thomas Fellow

#### **BYLAW XII FESTIVALS**

**The Tennessee Federation of Music Clubs supports the festival program formats and guidelines stated in the NFMC Festival Bulletin. “The purpose of the National Federation of Music Clubs Festivals program is designed to promote music study, to stimulate interest in American and world music literature, and to encourage each participant to reach a high standard of musical achievement”.**

**SECTION 1.** All Tennessee Federation of Music Clubs Festivals shall be under the direction of the State Festival Chairman.

**A.** State Festival Chairman responsibilities:

1. Submit to the Board of Directors for approval name of each Festival Center and Chairman.
2. Obtain and submit to the Board of Directors for approval Plan of Work for each Festival Center.
3. Obtain annual records from the State Treasurer as to membership status, counselors and teachers that dues have been paid to NFMC Treasurer by February 1 deadline.
4. Inform each Festival Chairman of the General Rules for Festivals, found in the front of the current NFMC Festivals Bulletin.
5. Compile State Summary Report to be sent to the Regional Festival Chairman, the State President, and the State Junior Counselor by May 1<sup>st</sup>. Maintain records for 15 years.
6. Instruct State Treasurer to pay National portion of Festival fees, to the NFMC Treasurer by deadline.
7. Send NFMC Certificates for superior ratings to each Festival Chairman.

**B.** State Gold and Silver Cup Chairman responsibilities:

1. Send NFMC Cup Award Annual Entry form to each Local Festival Chairman for distribution to individual teachers and /or counselor.
2. Send current form for ordering Cup Award and collect all fees. Verify records for cup application.
3. Refer to instructions in current NFMC Festival Bulletin.

#### **BYLAW XIII. DUES AND FEES**

**SECTION 1.** All dues shall be sent to the State Treasurer by December 1<sup>st</sup> annually. The fiscal year shall be from July 1<sup>st</sup> through June 30<sup>th</sup>. (See National Dues Chart)

- A. Each state determines their respective state Senior, Student and Junior dues and adds the amount to the National dues and fees. NFMC has a \$5.00 fine for Junior Clubs that do not meet February 1<sup>st</sup> deadline for sending dues to NFMC treasurer.
- B. Individual Member's dues for NFMC and State are set by The Board of the NFMC.
- C. Associate organizations (includes all ages), organized for the purpose of promoting a specific music project.
- D. Associate organizations including groups (Conservatories, Music Schools and High School Groups, orchestras). For Student aged groups only.

**SECTION 2.** Membership dues for Past Presidents Assembly shall be set by NFMC and payable on or before April 1<sup>st</sup> annually. Half is to be sent to the NFMC Treasurer and the state retains the other half.

#### **BYLAW XIV. FINANCE COMMITTEE**

**SECTION 1.** The Finance Committee shall consist of the Treasurer and two (2) other members of the Board of Directors appointed by the President. The committee will meet and elect a chairman immediately following State Convention.

**SECTION 2.** The duties of the committee shall be to formulate a yearly budget to be presented at the fall meeting of the Board of Directors. To act on financial matters in emergencies pertaining to the Federation, provided its action does not conflict with the Constitution or any ruling of the Board of Directors.

#### **BYLAW XV. SCHOLARSHIPS AND ENDOWMENTS**

Scholarships and Endowments shall be under the management and control of the Board of Directors, or of a committee the Board may appoint for that purpose.

- A. Grace Moore Endowment Fund. (trustee Ida Read). Opera competition held biennially.
- B. Elizabeth Dunn Education Scholarship (Music Education)
- C. Frances Cuyler Scholarship (Sewanee Summer Music Festival)
- D. Tennessee Endowment fund
- E. Student Assistance Fund (financial aid for Tennessee entrant(s) for NFMC Divisional and National Competitions).

#### **BYLAW XVI. PUBLICATIONS**

**SECTION 1.** The official publications of the National Federation of Music Clubs are *Music Clubs* magazine and *Junior Keynotes*. The official publication of the Tennessee Federation of Music Clubs is *Musical Echoes*.

**SECTION 2.** Subscription to *Music Clubs Magazine* is provided by NFMC for each Senior Club Member and each Senior Individual Member. The *Music Club Magazine* is optional for Student Club and is

mailed to the Student Advisor. *The Music Clubs Magazine* is included in Individual Student membership fee. Additional magazines may be ordered directly from National Headquarters.

**SECTION 3.** One subscription to *Junior Keynotes* is included in Junior Club dues and sent to the Junior Counselor. The subscription to *Junior Keynotes* is included in the Individual Junior membership fee. Additional subscriptions may be ordered directly from National Headquarters.

**SECTION 4.** Every TFMC organization and individual member is required to subscribe to *Musical Echoes* and the fee of \$1.00 annually is included in the dues. Additional copies will be available for a fee of \$1.00.

#### **BYLAW XVII. PAST PRESIDENT'S ASSEMBLY**

**SECTION 1.** The Past Presidents of all Federation organizations are eligible for membership. Chapters of the Past Presidents Assembly (PPA) may be organized in a State, Division, or local club. Ten or more members in good standing shall be required for the organization of a State Chapter, Five or more for a division Chapter; three or more for a Local Chapter.

**SECTION 2.** Dues for membership in the Past Presidents Assembly shall be determined by National Federation of Music Clubs and shall be paid to the State Treasurer. National PPA dues shall be credited to the Young Artist Fund. State PPA members shall determine how their portion of the dues shall be used. Additional contributions must be designated as to State or National.

#### **BYLAW XVIII. AMENDMENT OF BYLAWS**

**SECTION 1.** The Bylaws of the Tennessee Federation of Music Clubs may be amended at a State Convention in the same manner as an Article of the Tennessee Federation of Music Clubs Constitution, as set forth in Article VII, Section 1.

**SECTION 2.** Immediate action may be taken on an amendment that may originate during a state convention, provided the Executive Committee, in writing, presents the proposed amendment.

**SECTION 3.** The Bylaws may be amended by a majority vote of the directors present at a meeting of the Board of Directors, provided that a copy of the proposed amendment has been given to each director at least thirty (30) days prior to the meeting.

**SECTION 4.** An amendment shall take effect at the close of the business session at which the amendment is adopted, regardless of whether it is a convention year.

