

AMERICAN VIOLA SOCIETY

APPLICATION FOR CHAPTER ORGANIZATION page 1 of 2

Proposed name: " _____ Viola Society"
(Geographical Area)

Region, area or boundaries:

Officers: (Print or type clearly)

President: Name _____

Address _____

City/State/Zip _____

Day Telephone _____ Evening _____

Secretary: Name _____

Address _____

City/State/Zip _____

Day Telephone _____ Evening _____

President-Elect: Name _____

Treasurer: Name _____

Board Members-At-Large:

1. _____ 2. _____

Others: _____

AMERICAN VIOLA SOCIETY

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Please attach a list of charter members. Place a check mark by those who are currently AVS members and attach membership dues and application form for those who are not.

Is your chapter fully incorporated? Yes _____ No _____

If yes, please enclose a copy of your Articles of Incorporation and a completed set of Chapter Bylaws.

If your Chapter has no plan to incorporate, please enclose a completed set of Chapter Bylaws.

Please briefly describe the plans for your chapters' initial activities:

Please describe your local dues:

Send this completed application, the Chapter Bylaws, the Articles of Incorporation (if required) and any required membership dues to:

American Viola Society
13140 Coit Rd. #320, LB 120
Dallas, TX 75240-5737 (972) 233-9107 x204

AMERICAN VIOLA SOCIETY

MODEL CHAPTER BYLAWS

ARTICLE I. NAME

The name of the organization will be the (Geographical Area) Viola Society, and it will function independently as branch/ chapter of the American Viola Society.

ARTICLE II. OBJECT

The object of the _____ Viola Society shall be to promote, study, and further the research and performance of the viola and its repertoire.

ARTICLE III. GEOGRAPHICAL AREA BOUNDARIES

(Describe)

ARTICLE IV. RESPONSIBILITIES OF CHAPTER TO AMERICAN VIOLA SOCIETY

Section 1. Members

- i. The _____ Viola Society, as a condition of charter, shall always maintain a minimum of ten members in good standing.
- ii. The chapter may accept for membership only:
 - (1) Members in good standing of the American Viola Society, or
 - (2) Persons applying concurrently for membership in the _____ Viola Society and the American Viola Society.

Section 2. Membership

1. Membership in the _____ Viola Society shall be open to any individual interested in furthering the purposes of the Society
 1. The membership categories of the _____ Viola Society shall parallel those of the American Viola Society and consist of regular members,

student members, emeritus members, and honorary members.

- A.. Regular members shall be persons who are interested in promoting the objects of the _____ Viola Society as set forth in Article II. They shall be eligible to hold offices in the Society and shall pay full dues.

- A. Student members who join the _____ Viola Society shall be students in residence in any accredited educational institution. Their rights and responsibilities shall be the same as those of regular members except that: (1) they shall be eligible for student membership for a period *no longer than* six years; (2) they shall pay annual dues as set forth in Article V, and shall retain all rights and privileges of regular members.

- B. Emeritus members shall be persons who have been regular members for at least eight years, who have passed their 65th birthday, and who choose to be classified as emeritus members. Emeritus members shall pay dues as set forth in Article V, Section 2, and shall retain all rights and privileges of regular members.

- C. Honorary members of the chapter shall be long-standing members of the _____ Viola Society who have made outstanding contributions furthering the stated objects of the Society. They shall be exempt from paying dues and shall have all the privileges of regular members. They shall be elected by a two-thirds majority of the Board of Directors.

Section 3. The _____ Viola Society and its members agree to hold
(1) a meeting of its Board of Directors, and
(2) a general membership meeting at least once a year.

Section 4. The chapter Treasurer shall file semiannual financial reports with the Treasurer of the American Viola Society within 20 days of the conclusion of the period. Said reports shall consist of a balance sheet and profit and loss statement.

Section 5. The chapter president shall report annually in writing to the Secretary of the American Viola Society about its meetings, activities, etc.

Section 6. To be eligible for a *per capita* membership grant from the American Viola Society: (1) the chapter Secretary must submit to the Secretary of the American Viola Society, by April 1 of each year, a list reflecting the current national and local membership status of its members as of March 1 of that same year; (2) the chapter must have fulfilled all obligations of its charter.

Note: per capita grants were eliminated at the AVS Board meeting in June, 2002.

Section 7. Publication

- A. The _____ Viola Society shall include the statement "Chapter of the American Viola Society" on all official documents, including letterhead.
- B. The Secretary of the American Viola Society shall appear on the mailing list of the _____ Viola Society to ensure receipt of all official publications.
- C. The Executive Board of the American Viola Society reserves the right to audit publications and require discontinuance of materials they believe to be contrary to the goals, ideals, and professionalism of the American Viola Society.

ARTICLE V. DUES

Section 1. The rate of annual chapter dues for each class of membership shall be fixed by the _____ Viola Society's Board of Directors.

Section 2. Annual dues of emeritus members shall be approximately one-half of regular members.

Section 3. Annual dues shall be due and payable on January 1 or upon application for membership. Members who have not paid dues by March 1 of the same year shall be removed from the membership rolls. Any person may rejoin the _____ Viola Society at any time without penalty by payment of current dues.

ARTICLE VI. The Board of the _____ Viola Society shall consist of the following: President, President-Elect, Immediate Past President, Secretary, Treasurer, and a minimum of two (2) Board Members-At-Large.

ARTICLE VII. DUTIES OF THE BOARD

Section 1. The President shall (1) plan regular meetings and organize programs for those meetings, (2) appoint committees, and (3) perform such duties as shall assist the organization to achieve its goals.

Section 2. The President-Elect shall (1) organize a membership drive within the geographical area of the chapter, (2) assist the President in all required functions, and (3) perform in place of the President when necessary.

Section 3. The duties of the Past President shall be to advise the President and President-Elect.

Section 4. The Secretary shall record minutes of all board meetings and general membership meetings, and shall conduct the correspondence as needed.

Section 5. The duties of the Treasurer shall include all responsibilities as are commonly required and understood as a function of the office.

Section 6. Board members-at-large shall attend at least one board meeting per year and shall be available for consultation and advice.

ARTICLE VIII. ELECTIVE TERMS

Section 1. Each officer shall serve for two (2) years except as otherwise set forth in Sections 4 and 5.

Section 2. Officers shall assume office on July 1.

Section 3. Board members-at-large membership is honorary. Board members-at-large will be appointed by the President with the majority consent of the elected members of the board.

Section 4. In the event of vacancy of any office other than that of President, the President, with a majority consent of the _____ Viola Society Board, shall appoint an active member in good standing to complete the unexpired term of the last incumbent. In the event of vacancy of the office of President, the President-Elect shall complete the unexpired term.

Section 5. Upon starting up the _____ Viola Society, the initial election shall be for: President (1-year term), President-Elect (1-year term), Secretary (2-year term), and Treasurer (2-year term) in order to comply with continuity requirement of the American Viola Society Bylaws. Subsequent elections shall be annual to maintain the staggered terms.

ARTICLE IX. ELECTIONS

Section 1. The nominating committee shall consist of the President-Elect as chairperson, past President, and Secretary. They will submit a slate of candidates by March 1 preceding each election.

Section 2. Brief biographies of all candidates shall be included with the ballot.

Section 3. All ballots shall provide space for write-in candidates.

Section 4. The Secretary will mail ballots to the entire _____ Viola Society membership by April 1. The ballots are to be returned to the Secretary within

thirty (30) days after they were mailed to the membership and counted. The report of the count, with the ballots, will be presented at a May or June meeting of the board of directors. The Secretary will notify the new officers of their election and advise the membership in the next area newsletter.

Section 5. Elections shall be by written ballot.

Section 6. Ballots shall be counted by a committee of at least three members, appointed by the President, with the approval of the board.

ARTICLE X. FISCAL YEAR

The fiscal year of the _____ Viola Society shall be the calendar year.

ARTICLE XI. AMENDMENTS

These bylaws may be amended upon recommendation of the _____ Viola Society Board of Directors, the Executive Board of the American Viola Society and approval by a majority of the ballots returned from the voting membership of the _____ chapter.

ARTICLE XII. PROCEDURE

Roberts Rules of Order, Revised shall govern in cases not provided for in these bylaws.