

# NORTHEASTERN BAND DIRECTORS ASSOCIATION

## BY-LAWS

### I. Membership

Membership in the NBDA shall be classified and assessed as follows:

#### A. Active Membership (carries voting privileges)

1. Members' schools must be located in the Northeastern District. The Northeastern District includes the following counties: Craig, Delaware, Mayes, Nowata, Osage, Ottawa, Rogers, Tulsa (excluding Tulsa Public Schools), and Washington
2. Teachers in schools outside the district may petition for a one-year membership in writing at the first meeting of that school year. Petitions must be approved by a majority vote of the members present.

#### B. Sustaining Membership (non-voting)

#### C. Observer Membership (non-voting)

There is no fee for Observer Membership.

### II. Officer Elections and Term of Office

- A. Election to office shall take place at the last meeting of each school year. Nominations may be made by any active member present at that meeting providing that the nominees are members in good standing of the Association. Election to office shall be by majority ballot of the active membership present at the meeting.
- B. The term of office for those elected to office shall be for one year. If an office becomes vacant during the year, an election may be held to fill the vacancy during a general meeting of the membership.

### III. Duties of Officers

- A. President: The President shall preside at all membership meetings of the Association; shall appoint special committees as needed; shall call special meetings as needed; and shall serve as chairman of the Board of Directors. The President shall cast a tie-breaking vote when necessary. The President shall contact clinicians, prepare contracts for them, and make all transportation and lodging arrangements for clinicians for all Honor Bands as directed by the Association. The President shall contact alternates if necessary, and shall procure patches, certificates, and programs for each clinic. The President shall maintain a record of all clinic programs presented. A President-Elect may be elected to assist the President and learn the duties of the office if the membership so desires.
- B. Vice-President for High School Auditions: The Vice-President for High School Auditions, during the absence of the President, shall perform the duties of the President. The Vice-President for High School Auditions shall take charge of all logistics related to the High School Auditions including receiving all entries, enforcing entry deadlines, preparing monitors' and judges' packets, assigning rooms and judges, overseeing the tabulation room, posting results, and any other duties related to the audition.

- C. Vice-President for Junior High School Auditions: The Vice-President for Junior High School Auditions, during the absence of the President and Vice-President for High School Activities, shall perform the duties of the President. The Vice-President for Junior High School Auditions shall take charge of all logistics related to the Junior High School Auditions including receiving all entries, enforcing entry deadlines, preparing monitors' and judges' packets, assigning rooms and judges, overseeing the tabulation room, posting results, and any other duties related to the audition.
- D. Secretary: The Secretary shall keep a record of the minutes of all general and special meetings of the Association and at meetings of the Board of Directors; shall present these minutes at each meeting, shall be responsible for notifying the membership of all general and special meetings and activities, and shall keep an accurate record of attendance at all meetings. In the absence of the President and Vice-Presidents, he/she shall perform the duties of the President.
- E. Treasurer: The Treasurer shall collect dues and other monies payable to the Association; shall keep an accurate record of all receipts and expenditures; shall invoice schools for uncollected entry fees and dues; shall provide an accurate accounting of the Association's finances at each meeting; and shall disburse funds payable by the Association. During the absence of the Secretary he/she shall perform the duties of Secretary.
- F. Parliamentarian: The Parliamentarian shall advise the Board and membership on proper meeting procedures and issues relating to the Constitution and By-Laws.

IV. Board of Directors

- A. The President, the Vice-President for High School Auditions, the Vice-President for Junior High Auditions, the Secretary, the Treasurer, and the Parliamentarian shall comprise the Board of Directors for the Northeastern Band Directors Association. If a President-Elect is chosen, he/she shall be an ex-officio member of the Board.
- B. It shall be the duty of the Board of Directors to formulate ways and means to sustain and perpetuate the Northeastern Band Directors Association; to make plans for carrying out the activities, ideals, and purposes of the Association; to provide for the general good and welfare of the membership at large; and to transact such business as is referred to it by the Association in general or special session.

V. Meetings

General meetings of the Association shall be held near the beginning of the school year, during the High School clinic, and during the Junior High School clinic.

VI. Order of Business

- A. Call to Order
- B. Reading of the Minutes
- C. Treasurer's Report
- D. Introduction of Guests and New Members
- E. Report of Special Committees
- F. Unfinished Business
- G. New Business

- H. Election of Officers
  - I. Adjournment
- VII. Amendments
- Proposed amendments shall be presented to the Secretary in writing at least one week before a regular meeting. The Secretary shall include the text of the amendment in either a regular or electronic mail-out, in advance of the meeting in which the proposed amendment will be voted on. If two-thirds of the active members present vote in favor of the proposed amendment, it shall be carried, and the by-laws shall be amended.
- VIII. All-District Honor Bands for High School Students
- A. Eligibility  
Any student in grades 10, 11, or 12 whose band director is an active member of NBDA in good standing is eligible to audition.
  - B. Audition Materials  
Audition materials shall be selected from those used for OMEA All-State Band during the current year.
  - C. Fees  
A fee of \$10 is required for each eligible student who wishes to audition. This fee enables the student to audition on up to three different instruments. The audition fee is due at the time of the audition.
  - D. Selection of Clinician-Conductor  
A list of clinicians will be nominated at the High School Clinic each year. Any member may nominate a clinician. These will be voted upon by members present with the person receiving the most votes contacted first, the person receiving the next highest number of votes second, etc. Every effort will be made to secure clinicians two years in advance of the clinic they will be conducting. If for any reason none of the nominated clinicians is available, the President shall have the authority to contact a qualified clinician of his/her choice.
  - E. Selection of Sites and Dates for Auditions and Clinic  
The sites and dates for Honor Band auditions and clinic shall be decided by majority vote of those active members present at any regular or special meeting.
  - F. Awards for Participating Students  
Each student participating in the All-District Honor Band shall receive a certificate and an arm patch. Students selected for all six years will receive a medal.
- IX. All-District Honor Bands for Junior High School Students
- A. Eligibility  
Any student in grades 7, 8, or 9 whose band director is an active member of NBDA in good standing is eligible to audition.
  - B. Audition Materials  
Audition materials shall be selected from the Rubank Advanced Method, Volume I and Introducing the Alto and Bass Clarinet. Percussion materials will be selected from Musical Studies for the Intermediate Snare Drummer, Fundamental Studies for Mallets,

and Modern Method for Timpani.

C. Fees

A fee of \$10 is required for each eligible student who wishes to audition. This fee enables the student to audition on up to three different instruments. The audition fee is due at the time of the audition.

D. Selection of Clinician-Conductor

A list of clinicians will be nominated at the Junior High School Clinic each year. Any member may nominate a clinician. These will be voted upon by members present with the person receiving the most votes contacted first, the person receiving the next highest number of votes second, etc. If for any reason none of the nominated clinicians is available, the President shall have the authority to contact a qualified clinician of his/her choice.

E. Selection of Sites and Dates for Auditions and Clinic

The sites and dates for Honor Band auditions and clinic shall be decided by majority vote of those active members present at any regular or special meeting.

G. Awards for Participating Students

Each student participating in the All-District Honor Band shall receive a certificate and an arm patch.