

PREAMBLE

TO THE CONSTITUTION OF

THE MARCHING VIRGINIANS ALUMNI ASSOCIATION

Be it known that The Marching Virginians Alumni Association is an organization operating exclusively for The Marching Virginians of Virginia Polytechnic Institute and State University (Virginia Tech) and for the following several purposes:

- To foster a spirit of interest and cooperation among Marching Virginian Alumni toward the university.
- To support The Marching Virginians and its director(s).
- To encourage acquaintance and fellowship between alumni and current band members.
- To strive for greater recognition of The Marching Virginians.
- To be constantly alert for, and to stimulate the discovery of, potential talent in high schools for The Marching Virginians.
- To create good will for The Marching Virginians.
- To encourage respect for the high standards that The Marching Virginians strive to uphold.
- To develop a base for financial support of The Marching Virginians.

**CONSTITUTION OF
THE MARCHING VIRGINIANS ALUMNI ASSOCIATION**

ARTICLE I – NAME AND ADDRESS

The organization shall be known as “The Marching Virginians Alumni Association.”

The address of The Marching Virginians Alumni Association shall be as follows:

Marching Virginians Alumni Association
c/o Director, The Marching Virginians
Department of Music
Squires Student Center
Virginia Tech
Blacksburg, VA 24061-0240

ARTICLE II – MEMBERSHIP

Membership of The Marching Virginians Alumni Association (hereafter, the MVAA) shall include:

1. All persons having served as members of The Marching Virginians for at least one full marching season.
2. All persons who currently serve, or have served, as staff members of The Marching Virginians, including directors, assistant directors, and graduate assistants.
3. De facto or Honorary membership shall be granted as deemed appropriate by the Board.

Membership rights and privileges shall be as defined in the Bylaws.

ARTICLE III – BOARD OF DIRECTORS

The MVAA shall be governed by the MVAA Board of Directors (hereafter the Board). The Board shall consist of elected officers as described in Article IV – Officers as well as the following:

- the current Director(s) and Assistant Director(s) of The Marching Virginians;
- the President ex-officio (the immediate past president) of the MVAA;
- the Information Technology Officer as appointed by the President;
- the Kappa Kappa Psi Representative as voted into office by Kappa Kappa Psi Alumni;
- the Tau Beta Sigma Representative as voted into office by Tau Beta Sigma Alumni;

- the current Executive Officer of The Marching Virginians (hereafter the MVs) as voted into office by the members of the band.

Each member of the Board shall receive one vote, with the exception of the Executive Officer of the MVs, for all matters voted upon by the Board following the procedures defined in the Bylaws. The Executive Officer of the MVs shall not have voting privileges as a member of the Board.

ARTICLE IV – OFFICERS OF THE BOARD

The elected officers of the Board shall consist of the following:

- President
- President-Elect
- Secretary
- Treasurer
- Members-at-Large

One Member-At-Large shall be elected to represent any and all members participating in the Marching Virginians during each of the time periods set forth below. Each Member-At-Large shall have participated in the Marching Virginians during any part of the time period for which the Member-At-Large is elected.

- 1974-1979
- 1980-1984
- 1985-1989
- 1990-1994
- 1995-1999
- 2000-2004
- 2005-2009

Election procedures of officers and terms of office are as described in the Bylaws.

ARTICLE V – FISCAL YEAR

The fiscal year of the MVAA shall be from the first day of February (02/01) to the last day of January (01/31) in any given year.

ARTICLE VI – AMENDMENTS

This Constitution may be amended by the procedures as defined in the Bylaws.

ARTICLE VII – RATIFICATION

This Constitution was ratified on April 2, 2005 by two-thirds (2/3) or more vote of the active Board members and supercedes all previous constitutions of the MVAA.

BYLAWS OF
THE MARCHING VIRGINIANS ALUMNI ASSOCIATION

ARTICLE I – MEMBERSHIP RIGHTS AND PRIVILEGES

Section 1: All members as defined in the Constitution of The Marching Virginians Alumni Association (hereafter MVAA) shall have the following membership rights and privileges:

- a. May hold office on the MVAA Board of Directors (hereafter the Board);
- b. Are eligible to take part in all MVAA activities;
- c. May bring business before the MVAA Board of Directors;
- d. May attend any MVAA Board meeting

ARTICLE II – NOMINATION AND ELECTION OF OFFICERS

The nomination and election of officers of the Board shall be governed by the procedures below:

Section 1: The Executive Committee as established in Article VI – Committees, shall identify candidates for all officer positions due for election from the MVAA membership a minimum of 1 month (30 days) in advance of the semi-annual meeting held during the weekend of the Virginia Tech Band Day football game.

Section 2: Any member of the MVAA may challenge the appointment of any nominated officer by nominating themselves for a given officer position.

Section 3: The Executive Committee will present to the MVAA membership the candidates for each office due for election at least one month prior to the semi-annual meeting held during the weekend of the Virginia Tech Band Day football game.

Section 4: The election will be held at the general meeting of the MVAA during the weekend of the Virginia Tech Band Day football game. The vote will be by voice or hand of those members in attendance of the MVAA general meeting unless secret ballot is requested by any member of the MVAA. Any votes received by mail, email, or through the MVAA website in advance of the general meeting will also be tallied at this time.

Section 5: No proxy votes will be permitted.

Section 6: A plurality vote received by any nominee will constitute a victory. In the event of a tie, the Nomination Committee shall recast their votes to determine the elected officer.

Section 7: All elections shall be deemed ratified unless they are challenged at the general meeting on the day of the Virginia Tech Band Day football game by the present members of the MVAA.

Section 8: All elected officers will assume office on the first day of the next fiscal year.

ARTICLE III – TERMS OF OFFICE

Section 1: All officers' terms as described below will follow the MVAA fiscal year.

Section 2: No individual shall hold more than one office of the MVAA Board at any one time. Only the Members-at-Large, the Kappa Kappa Psi and Tau Beta Sigma representatives, and the Information Officer, shall be allowed to hold the same office for 2 consecutive terms. No officer shall hold the same office for 3 or more consecutive terms.

Section 3: The terms of office for each officer of the MVAA Board is as described below:

- a. The President of the Board will serve a 2-year term immediately following their 2-year term as President-Elect.
- b. The President-Elect shall be elected for a 2-year term and will be elected following the procedures described in Article II – Nomination and Election of Officers. Immediately following this two-year term, the President-Elect shall become President of the Board without further nomination or election. At the time of ratification of these Bylaws, the next election for the officer position of President-Elect shall occur in 2006, and every 2 years following.
- c. The Secretary of the Board will serve a 4-year term and will be elected following the procedures described in Article II – Nomination and Election of Officers. At the time of ratification of these Bylaws, the next election for the officer position of Secretary shall occur in 2005 and every 4 years following.
- d. The Treasurer of the Board will serve a 4-year term and will be elected following the procedures described in Article II – Nomination and Election of Officers. At the time of ratification of these Bylaws, the next election for the officer position of Treasurer shall occur in 2005 and every 4 years following.
- e. Members-at-Large shall be elected for 3-year terms and will be elected following the procedures described in Article II – Nomination and Election of Officers. The election schedule for terms for the Members-at-large is as follows:

<u>Member-at-Large</u>	<u>Election Years</u>
1974-1979	2004, 2007, 2010, 2013
1980-1984	2005, 2008, 2011, 2014
1985-1989	2004, 2007, 2010, 2013
1990-1994	2005, 2008, 2011, 2014
1995-1999	2004, 2007, 2010, 2013
2000-2004	2005, 2008, 2011, 2014
2005-2009	2004, 2007, 2010, 2013

- f. The Kappa Kappa Psi Representative will serve a 3-year term. The Kappa Kappa Psi Representative represents all MVAA members who were members of the Fraternity and who are an Alumnus in good standing as determined by the Fraternity. At the time of ratification of these Bylaws, the next election for the officer position of Kappa Kappa Psi Representative shall occur in 2006 and every 3 years following.
- g. The Tau Beta Sigma Representative will serve a 3-year term. The Tau Beta Sigma Representative represents all MVAA members who were members of the Sorority and who are an Alumnus in good standing as determined by the Sorority. At the time of ratification of these Bylaws, the next election for the officer position of Tau Beta Sigma Representative shall occur in 2006 and every 3 years following.
- h. The Information Officer will serve a 3-year term and will be appointed by the President of the Board with approval of the President-Elect and Director of the MVs. At the time of ratification of these Bylaws, the next appointment for the Information Officer position shall occur in 2005 and every 3 years following.
- i. The President Ex-Officio will serve a 2-year term immediately following their 2-year term as President of the Board.
- j. The Executive Officer of the MVs will serve a 1-year term in conjunction with their tenure as Executive Officer.

Section 4: An officer of the MVAA Board may be removed from office at any time during their term office by a $\frac{3}{4}$ vote (75%) of the active Board. A motion to remove a person from office must be motioned and seconded by active members of the Board. Prior to the vote, the officer whose removal is pending will have an opportunity to state their case in writing or in person as the circumstances dictate. The vote to remove an officer shall be done anonymously and tallied by the President, unless the President is the officer whose removal is pending. In this instance, the vote will be tallied by the President-Elect.

Section 5: An officer of the MVAA Board may resign at any time during their term of office by providing written notification to the President, President-Elect, and Director of the MVs. The President of the MVAA Board will appoint a new member of the Board to fill the resigned position with the approval of the President-Elect and Director of the MVs. This person shall remain in office until the term of the original Board member has

expired. At this time, the appointed person can be elected to the position as described in Article II – Nomination and Election of Officers, and may serve as a Board member per Article III – Terms of Office.

ARTICLE IV – ROLES AND RESPONSIBILITIES OF OFFICERS

Section 1: Each officer of the MVAA Board will have the following responsibilities:

- a. Each officer shall bring business to the Board for discussion
- b. Each voting officer shall have one vote for all matters voted on by the Board.
- c. Each officer may chair and/or serve on any committee.

Section 2: The unique roles and responsibilities for each officer of the MVAA Board are as described below:

- a. **President:** It shall be the responsibility of the President to chair the semi-annual meetings and to preside at all general sessions thereof. It shall be the responsibility of the President to represent the MVAA at appropriate occasions or to appoint a representative in his/her place when the organization is invited to send a delegate, or deems it in the best interest of the organization.
- b. **President-Elect:** It shall be the responsibility of the President-Elect to assume the duties of the President in the President's absence at any applicable MVAA functions.
- c. **Secretary:** The Secretary shall be responsible for recording meeting minutes at each of the semi-annual MVAA Board meetings and distributing the minutes to all members of the Board after the meeting. The Secretary shall be responsible for the timely compilation of articles for the semi-annual newsletters to all members of the MVAA. The Secretary shall be responsible for the keeping and archival of all MVAA records.
- d. **Treasurer:** The Treasurer shall be primarily responsible for appropriately managing all incoming and outgoing funds of the MVAA for any MVAA activities. The Treasurer shall have signature authority for all MVAA bank transactions. The Treasurer is responsible for managing the MVAA's account(s) for financial transactions that occur over the Internet. The Treasurer shall provide a financial report to the Board at each semi-annual meeting. Finally, the Treasurer is responsible for registration during the MVAA's Band Day events.
- e. **Members-at-Large:** Members-at-large serve as a liaison between the Board and the MVAA members from their assigned era. This may include, but is not limited to, issuing a periodic newsletter to the MVAA members they represent, and bringing business to the Board on behalf of their constituents.

- f. Kappa Kappa Psi Representative: The Kappa Kappa Psi representative shall serve as a liaison between the MVAA and both the local Virginia Tech chapter of Kappa Kappa Psi and any organization representing alumni members of the local Kappa Kappa Psi chapter.
- g. Tau Beta Sigma Representative: The Tau Beta Sigma representative shall serve as a liaison between the MVAA and both the local Virginia Tech chapter of Tau Beta Sigma and any organization representing alumni members of the local Tau Beta Sigma chapter.
- h. Information Officer: The Information Officer shall be primarily responsible for maintaining the MVAA website. This includes, but is not limited to the regular postings of news and events, the online store, and Band Day registration. The Information Officer shall also maintain the listserv of MVAA member email addresses and is responsible for sending emails to the listserv.
- i. President Ex-Officio: The President Ex-Officio shall assume the responsibilities of the President should the President and President-Elect be unable to perform those responsibilities at any applicable MVAA functions.
- j. Executive Officer of the MVs: The Executive Officer of the MVs shall serve as a liaison between the current band and the MVAA.

ARTICLE V – MEETINGS

Section 1: All meetings shall be presided by the President and the current Director of The Marching Virginians. Robert’s Rules of Order shall provide procedural authority over all Board meetings.

Section 2: The MVAA Board shall meet twice yearly (semi-annually) at the following times:

- a. During the spring semester on a date to be determined by the President, on the campus of Virginia Tech.
- b. The weekend of the Virginia Tech Band Day football game at a location to be determined by the Board in the spring semester meeting.

Section 3: The MVAA general meeting will take place the weekend of the Virginia Tech Band Day football game. The date, time, and location of the general meeting will be announced by the Board at least one month in advance of the meeting.

Section 4: Any regularly scheduled Board meeting shall be canceled and rescheduled if less than $\frac{3}{4}$ (75%) of the Officers are in attendance. Ad hoc meetings may be called by the President or Director of the MVs at any time during the fiscal year and may occur over the Internet, conference call or any other available medium.

Section 5: For any matters that require a vote by the MVAA Board Officers, at least $\frac{3}{4}$ (75%) of the Officers must be available to cast their vote. No proxy votes of MVAA Board Officers are allowed. However, any Officer that wishes to vote may do so by notifying the President in advance of the applicable meeting.

ARTICLE VI – COMMITTEES

Section 1: The Executive Committee is responsible for conducting any business of the MVAA Board between meetings of the Board unless the Board specifically requires full Board action on designated business items. Business conducted by the Board will be reported to the Board and ratified by the Board at its next regular meeting.

- a. The Executive Committee shall be chaired by the President.
- b. The Director of the MVs shall be a permanent member of the Executive Committee.
- c. The Executive Committee shall have no fewer than 4 members including the Committee chair, the Director of the MVs, the President-Elect, the President Ex-officio and no more than two Director appointees, each of whom shall be members of the Board.
- d. A majority of the Executive Committee members constitute a quorum for the conducting of business so long as two of the members are outside directors.
- e. The Executive Committee will meet as often as may be necessary and any member may call a meeting of the Executive Committee, to be held at a place and time as the members may agree. Minutes of each meeting will be compiled by a designated Secretary to the Executive Committee and reported to the Board.

Section 2: The Newsletter Committee shall be responsible for the semi-annual publication of the MVAA Newsletter distributed to all of its members. The Secretary shall chair the committee. Volunteer members from the MVAA Board shall comprise the other members of the committee.

Section 3: Additional committees shall be established as the President or Director may designate from time to time. A committee may also be established by a majority vote of the Board. All Committees shall operate on an ad hoc basis and shall, subject to further affirmative vote or designation, expire at the close of the fiscal year.

ARTICLE VII – AMENDMENTS

The Constitution and Bylaws may be amended at either of the semi-annual meetings of the MVAA Board following the procedures as described below:

Section 1: Amendments to the Constitution of the MVAA

- a. Any member of the MVAA may propose amendments to the Constitution of the MVAA.
- b. All proposed amendments to the Constitution must be presented to the MVAA Board of Directors.
- c. All proposed amendments to the Constitution must be approved by a two-thirds (2/3) vote of the Officers of the Board present at a duly called meeting.
- d. All proposed amendments to the Constitution shall be discussed and voted upon following submission of the proposed amendment.
- e. Amendments to the Constitution will take effect immediately upon passage as provided above, unless otherwise specified in the amendment.

Section 2: Amendments to these Bylaws

- a. Amendments to these Bylaws of the MVAA may be proposed by any Officer of the MVAA Board in writing.
- b. All proposed amendments to the Bylaws will be submitted to the MVAA Board.
- c. All proposed amendments to the Bylaws shall be discussed and voted upon following submission of the proposed amendment.
- d. Amendments to the Bylaws must be approved by a two-thirds (2/3) vote of the Officers of the MVAA Board present.
- e. Amendments to the Bylaws will take effect immediately upon passage as provided above, unless otherwise specified in the amendment.

ARTICLE VIII – RATIFICATION

These Bylaws were ratified on April 1, 2006 by two-thirds (2/3) or more vote of the active Board members and supercedes all previous Bylaws of the MVAA.