Proposed BYLAWS for CCMC     FINAL DRAFT January 2023

ARTICLE 1. The name of this organization shall be the CHARLOTTE COUNTY MUSIC CLUB, INC. (CCMC), located in Charlotte County, Florida.

ARTICLE 2. OBJECT AND PURPOSE

The object and purpose of the CCMC shall be to bring together people who enjoy country music, dancing and social activities in order to perpetuate friendly and wholesome fellowship.

ARTICLE 3. MEMBERSHIP

Section 1: Any adult person shall be eligible for membership in the CCMC and will become a member upon completion of an application form and payment of required dues.

Section2: The dues shall be payable annually for the period of one year from the date of joining the club. Member dues must be current to have the privilege of attending meetings, making motions, voting, holding office, and members-only perks and activities. A 30-day grace period shall be allowed. If the dues aren’t received within that time, that person will be dropped from the membership and must reapply in order to be reinstated.

Section 3: The amount of member dues is subject to change with the approval of the membership.

Section 4: Members are required to conduct themselves at all times in a manner respectful of fellow members. The Sgt. At Arms and others will handle adverse situations as necessary.

Section 5: The CCMC is a non-smoking organization. The Eagles Aerie 3296 has agreed to rent their facility to CCMC, they have agreed to provide CCMC with a bartender for the back bar. NO other beverages shall be brought onto the Aerie property and all beverages should be bought at the back bar unless it is not available there.

ARTICLE 4. GOVERNING BOARD OF OFFICERS

The governing board of officers of the CCMC shall be: President, Vice President, Secretary, Treasurer, Sgt. At Arms, Coordinator, Ways & Means and Public Relations (PR).

Section 1: The board shall serve a term of one year and perform their duties as described in Robert’s Rules of order and the CCMC Bylaws.

Section 2: The board shall be elected by ballot at the November Jamboree. Upcoming officers will be announced at the December banquet. The term of office shall begin on January 1, following the December announcement.

Section 3: To be eligible for nomination for an elective office the person must be in good standing for at least one year and have attended at least two general membership meetings within the past year.

Section 4: The immediate past President may serve as an advisor at the pleasure of any board member.

BOARD OF OFFICERS DUTIES:

PRESIDENT: The President shall reside over all meetings of the membership and shall exercise supervision of the affairs and business of the CCMC. The President will enforce all rules as set forth in ‘Robert’s Rules of Order and the CCMC Bylaws and shall prepare the agenda for the meetings and distribute Agenda to the board members 3 days before the meeting. He/She will vote only in the case of a tie. The President will determine the Master or Mistress of Ceremonies (MC) for each event.

VICE PRESIDENT: The Vice President will perform the duties assigned by the President and will fulfill the President’s duties in his/her absence and will be the liaison for all committees. He/She will lead the CCMC monthly board meeting if the President is unable to attend.

SECRETARY: The Secretary will record the minutes of all membership meetings, maintain current and accurate copies of all organizational documents, issue notices of board meetings, maintain a membership roster and will provide one notification to each member when their membership is expiring. He/She will provide ballots for elections ~~and choosing of new bands~~ . He/She shall also provide sign-up sheets for picnics and other special events.

TREASURER: The Treasurer will oversee the funds and account of the CCMC. He/She will receive, record, deposit, and maintain all records of all financial transactions of the CCMC and will be responsible for paying all bills incurred on behalf of the CCMC from the CCMC bank account. A report will be given at the board and membership meetings, December annual meeting, and a complete written report of previous year will be provided for all members to read at the January meeting.

SERGEANT at ARMS: The Sgt. At Arms will maintain order at all CCMC functions and events. He/She will work with other officers to make sure the hall is in proper order for seating arrangements. He/She will act as or assist the master of ceremonies at all CCMC Jamborees. He/She will make sure the guest entertainers are ready to play, and move the flag/pole for the Pledge and/or a patriotic song at opening and closing of each Jamboree.

COORDINATOR: The Coordinator chairperson will oversee decoration or theme of each jamboree and notify the Public Relations person so it can be updated on ~~in~~ the CCMC web site and ~~on~~ other social media. Chairperson will work with the Sgt at Arms regarding the set-up of room for events. He/She will man the front table, collect entry fees, and dispense any pertinent information to members. Door entry fees will be reported to the Board.

WAYS & MEANS: The Ways & Means chairperson will oversee fundraising activities. ~~These include collections for cake/wine walks, 50/50 drawings, and silent auction items.~~ He/She shall coordinate with the President as to when the drawings or activities shall happen, and carry them out.

PUBLIC RELATIONS: The PR chairperson will be responsible for maintaining the CCMC web site and for photographing all CCMC events and placing those on the web site. He/She will also be responsible for updating the web site along with any other social media accounts.

ARTICLE 5. MEETINGS AND QUORUM

Section 1: A regular meeting for the membership to transact business will be held at least quarterly. A meeting of the board will be held at the pleasure of the President, traditionally second Monday of the month at 4:30 PM. The presence of five (5) board members shall constitute a quorum for the transaction of business.

Section 2: A sign-up sheet for CCMC members in good standing wanting to be on the board will be provided at the October Jamboree. Ballots for the election will be determined by a count of ballots. Absentee ballots will not be accepted. New officers will be elected by a majority of votes cast, traditionally at the November Jamboree.

Section 3: The December Jamboree shall be known as the Annual meeting. This will be in addition to regular business, for the purpose of announcing new officers for the upcoming year and reporting by previous officers.

ARTICLE 6. COMMITTEES

A committee may be appointed by the President or someone designated by the President. Member volunteers will staff the committees.

ARTICLE 7. JAMBOREES

Section 1: Jamborees will be held on the fourth Sunday of the month at the Port Charlotte Eagles Club from 1 to 5 PM, except where holidays and special Eagle business conflict, in that case they will be scheduled at a more convenient date. Country Line Dance lessons will be provided from 1 to 2 PM.

Section 2: Separate entry fees will be charged for members and non-members under the age of ~~12~~ 18. These fees will be payable to the host band. The door fees can be changed with the approval of the membership. Band members and their spouse or significant other will not be charged any entry fee at the door.

Section 3: CCMC will provide a sign-up sheet for guest entertainers. The MC will determine the order of guest entertainers who are performing for the 10 slots as time and opportunity permit, and how many songs each. The MC will also post a legible list so entertainers have some advance notice and can tune up and be ready timely. ~~The first 8 entertainers to sign up may perform 2 songs each. Any additional entertainers who have signed up may perform 1 song each, in the order in which they signed up, time permitting.~~

Section 4: The sound system furnished by the host band will be set up by 12:30 PM for the start of the Jamboree. Each successive ~~band~~ group or guest performer will use the sound system furnished by the host band. Individual guest performers ~~shall~~ may be provided with musical accompaniment by the host band, as designated by the MC.

ARTICLE 8. NEW BANDS

The President and Vice President, ~~or someone the President appoints,~~ and any willing member, shall seek out new bands for the Board to consider hiring. ~~Any band wishing to join CCMC will be asked to attend a jamboree and perform 1 set. A band must consist of at least a lead guitar, drummer & bass player. No”canned” music will be accepted. Addition of the band will be decided by a vote by paper ballot of all members in good standing at he next jamboree. Results of the vote shall be announced at the next jamboree. All new band members must join the CCMC.~~ Choosing and hiring bands shall be the decision of the Board. Band members playing at a Jamboree as Host Band will not have to pay a door fee – see Article 7, Section 2. Bands will play in rotation determined by the Board. If a band cannot play in their rotation, they ~~must~~ are expected to notify the President ~~at least seven days in advance, so he can~~ as soon as possible and help to find and schedule another suitable band. All band members may be invited to join CCMC, but are not required to be members to play for CCMC.

ARTICLE 9. AMENDMENTS

Written proposals for amendments to the Bylaws may be submitted by any CCMC member to the board for review and consideration. If deemed to be in the best interest of the CCMC, proposed amendments shall be voted on after being read. Amendments to the Bylaws will be passed by a majority of the members present at a general membership meeting.

ARTICLE 10. SPECIAL PROVISIONS

Section 1: The Treasurer and at least two (2) other board members shall be signers on the CCMC bank account. Each check will require two signatures. These persons may not reside in the same household. Receipts must be submitted to the treasurer and account for all CCMC expenditures. If paid by check, a receipt will also be required. ~~Any~~ All expenditures must be approved by the board.

Section 2: Expenditures of CCMC funds, with the exception of routine expenses previously approved, must be approved by a majority of the board. The President, with the approval of the majority of the board, may authorize emergency expenditures. Receipt/s will be required to be given to Treasurer. ~~Any expenditure must be receipted and brought to the attention of members at the next regular meeting.~~

Section 3: The board may appoint an audit committee, consisting of at least three (3) members to audit the books.

Section 4: All funds obtained by the CCMC from dues, door fees, and ~~cake/wine walks or other~~ fundraising activities will be used exclusively for the operation of the club and ~~it’s~~ CCMC membership in general, not for the benefit of any one member in particular.

Section 5: In the event a board officer’s position becomes vacant during a board member’s term of office, the board shall announce the vacancy at next Jamboree, ask for member volunteers, appoint a replacement ~~subject to membership approval~~ and notify the membership.

Section 6: Any emergency interim actions taken by the board that effect the overall functioning of the CCMC, i.e.; expenditure of funds, appointments other than committees, etc., shall be temporary in nature until approved by a majority of the members present at the next regular general membership meeting.

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