

CONSTITUTION
of the
HSU Chapter of the International Trumpet Guild
Arkadelphia, AR, USA

Revised on 22 January 2021

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Article I. NAME

Section I. This organization shall be known as the HSU Trumpet Guild.

ARTICLE II. PURPOSE AND GOALS**Section I.** Purpose

1. To promote instrumental music throughout the campus.
2. To invite guest artists from all around the world to visit HSU and provide students with concerts and/or masterclasses.

Section II. Objectives

1. Sponsor guest artists from around the world
2. To provide a pleasant musical experience for all listeners to enjoy.
3. to raise funds for future scholarship opportunities.

ARTICLE III. MEMBERSHIP**Section I.** Eligibility

1. Membership to the HSU Trumpet Guild is open to all students enrolled at Henderson State University.
2. Any member or officer having two unexcused absences a semester from any meeting or event, (may/shall) be removed from the organization. A quorum of 50% of membership +1 must be present at the meeting and a two-thirds majority vote must be obtained to remove the individual.

ARTICLE IV. OFFICERS

Section I. Requirements for Officers

1. The officers of the HSU Trumpet Guild must meet the following requirements:

- a. Have a 2.000 cumulative grade point average.
- b. Be an enrolled student in good standing with Henderson State University.
- c. Be a registered member of the International Trumpet Guild.

Section II. Officers and Duties

President – Shall preside over regular and executive meetings, coordinate group activities, and communicate with the officers and advisors on all matters.

Vice President – Shall assist president, handle the constitution, enforce Robert's Rules of Order during the meetings, and preside over meetings in the absence of the president.

Secretary – Shall record minutes at all business meetings, check attendance at functions, and receive and review excuses for absences.

Treasurer – Shall collect dues, pay bills, oversee other monetary transactions including fund raising and social activities, and prepare and maintain an annual budget.

ARTICLE V. ELECTION, REPLACEMENT AND REMOVAL OF OFFICERS

Section I. Election Process

1. Elections shall be held two regular meetings prior the final meeting of the Spring semester. A quorum (51% of total membership) must be present, and a simple majority vote will win; newly elected officers shall assume responsibility at the meeting following elections.

2. The term of office for officers shall be two semesters.

Section II. Replacement of Officer Vacancies

1. In case of a vacancy in any office, a new officer shall be elected to complete the term. Such election shall be held during the meeting following that which the announcement of a vacancy takes place. The office of President, however, shall be occupied by the Vice President for the remainder of the term.

Section III. Removal of an Officer

1. Officers are subject to removal from office by the HSU Trumpet Guild and/or the HSU Trumpet Guild's faculty/staff advisor should the requirements in Article IV, Section I, be violated. A quorum (see Article VI, Section III) must be present at the meeting and a

ARTICLE VI. MEETINGS

Section I. Regular Meetings 1. The regular meeting of the HSU Trumpet Guild shall be held the first and third Tuesdays of each month.

Section II. Called/Special Meetings 1. A called/special meeting of the HSU Trumpet Guild shall be held when the officers vote to have one. A called/special meeting shall be defined as any meeting other than a regular meeting.

Section III. Quorum Defined 1. A quorum shall consist of 50% of the total membership + 1 and at least one officer. A quorum must be present to conduct any **matters of business.**

Section IV. Attendance

1. Members must be in attendance at all meetings.
2. In order for a member to be excused, said member must have a written excuse turned into the secretary before the meeting and a majority vote must accept the excuse.
3. Each member can have up to two (2) unexcused absences.
 - a. Members can send letters to the secretary to potentially gain an excused absence.

ARTICLE VII. ADVISOR

Section I. Selection

1. The advisor must be a faculty/staff member.
2. The advisor shall attend business meetings and to the best of his/her ability, see that the organization's purposes/activities are within University policy.

ARTICLE VIII STANDING OR SPECIAL COMMITTEES AND CONSTITUTIONAL AMENDMENTS

Section I. Standing/Special Committees

1. Committees may be created and/or dissolved by the Executive Council (President, Vice President, Secretary, and Treasurer). Such committees shall discharge such responsibilities as may be assigned by the Executive Council.

Section II. Constitutional Revision

1. The constitution may be revised or amended at any meeting provided notice has been given to members prior to that meeting as to the need for such revision or amendment. A proposed amendment will go into effect if approved by 66% (2/3) of the active membership.

ARTICLE IX. FINANCES

Section I. Accounting Year

1. The accounting year for the HSU Trumpet Guild will be from July 1 to June 30th. The funds of this organization shall be accrued by fees, fines, dues, and by such other means as the organization shall determine.

Section II. Dues

1. There shall be no dues for the HSU Trumpet Guild.

Section III. Monetary Transactions

1. In order for a monetary transaction to take place (sign check, deposit, etc.) and be authorized, it must be approved by both advisor and Treasurer. All HSU Trumpet Guild transactions (should/must) have the signature of the Treasurer and Advisor.

Section IV. Contracts

1. In order for a contract to be binding, both advisor and President must sign the contract.

Section V. Dissolution of Organization and Allocation of Remaining Funds

1. Should the organization be dissolved for any reason, all the monies will go to the HSU Music Department Fund (or other non-profit entity).

Signatures of HSU Trumpet Guild Officers & Advisor

Signature of President: _____

Date: _____

(Mr. Grant Smith)

Signature of Vice President: _____

Date: _____

(Mr. B. Alex Savage)

Signature of Secretary: _____

Date: _____

(Mr. B. Alex Savage)

Signature of Treasurer: _____

Date: _____

(Mr. Logan Little)

Signature of Advisor: _____

Date: _____

(Dr. Jim Buckner)