­­­BYLAWS OF THE Enter Chapter Name CHAPTER

OF THE AMERICAN HARP SOCIETY, INC.

FOREWORD

In compliance with its chartered rights and obligations, the Enter Chapter Name Chapter will be subject to the rules contained in theBylaws of the American Harp Society, Inc., and in the following Chapter Bylaws adopted Enter adoption date..

**ARTICLE I. ORGANIZATION**

Section 1. The name will be the Enter Chapter Name Chapter of the American Harp Society, Inc. The American Harp Society, Inc. is incorporated under the laws of the State of New York as a non-profit membership corporation. The American Harp Society, Inc. will be referred to herein as the "Society;" the local Chapter will be referred to as the "Chapter."

Section 2. The Chapter will be in Enter city or area and environs and will be part of the Region established by the Society to include said area.

Section 3. The Chapter will sustain the mission and purpose of the Society.

**ARTICLE II - MISSION AND PURPOSE**

The Chapter will support the mission and purpose of the American Harp Society, Inc.

Section 1.

The mission of the American Harp Society, Inc. is to celebrate our legacy, inspire excellence, and empower the next generation of harpists.

 Section 2.

The Society exists to cultivate, promote, and sustain the harp and its history; to provide inspiration for and resources to programs that support the mission of the Society, and to foster an appreciation for the rich legacy of and future possibilities for the harp. The purpose of the Enter Chapter Name Chapter will be Enter purpose description.

**ARTICLE III. MEMBERSHIP**

Section 1. Membership in the Chapter will be open.

Section 2. Chapter memberships will be designated as voting, or *active* members, and non-voting, or *honorary,* members. Nonvoting members are entitled to all of the privileges of chapter membership, except voting and holding elected office. Voting (“active”) membership will continue so long as dues are paid. Failure to pay the dues associated with the various levels of membership will result in the Voting membership being discontinued.

A. Regular Voting (“Active”) Members

1. A Regular Voting Member of the chapter must be an active member of the parent organization, the American Harp Society, Inc.

2. Regular Voting Members may vote and/or hold a principal chapter office (defined in ARTICLE III Section 1, below) and have the rights and privileges of active membership in the Society.

3. Voting (“active”) Members are eligible to participate in all national elections, vote at all membership meetings of the Society, all meetings of the Chapters to which they belong, and to hold elected office within the Society.

B. Student Members

1. A Student Member will be under 21 years of age.

a. A Student Member may vote if they maintain an active membership in the parent organization, the American Harp Society, Inc.

b. Student members who wish to join only the chapter are not eligible to vote.

C. Family Members

1. A Family Member will belong to the immediate family of a Regular Member. A family member is only required to pay local chapter dues. A chapter will determine in these bylaws whether or not it wishes to make the Family Membership a voting or a non-voting membership.

D. Honorary Members

1. Upon recommendation of the Board of the Chapter, a distinguished person who is not a member of the Chapter may be elected an Honorary Member by a two-thirds (2/3) vote of the members present at any Chapter meeting.

2. Honorary membership will be pertinent only in the Chapter and no dues will be required.

3. Honorary Members will neither vote nor hold office in the Chapter.

**ARTICLE IV. GOVERNANCE**

The governance of the Chapter is entrusted to the elected representatives. The elected representation is responsible for discharging the mission and purpose of the Chapter to the benefit of the membership by promoting programming that benefits the membership; responsible stewardship of Chapter funds and property; and for determining Chapter policy.

Section 1. Officers

A. The principal officers of the Chapter will be a President, a Vice President(s), a Secretary, and a Treasurer (or Secretary-Treasurer.)

B. Officers will be elected from among the Regular Voting members (defined in ARTICLE III, Section 2.A.1 and A.2, above.

C. Officers will be elected to serve a two-year term or until their successors are elected.

D. Additional officers may be elected as desired by the Chapter.

E. Officers may be reelected without limitation except for the President, who may serve a maximum of two (2) consecutive terms.

Section 2. Officers' duties will be as follows:

A. The President will preside at all meetings of the Chapter and at Board meetings. In the event of his or her absence, the meeting will be presided over by the next in line elected officer, namely Vice President, Secretary, or Treasurer. The President will appoint Chairmen of Committees.

B. The Vice-President will act in the absence of the President, will counsel the President, will be in charge of arranging programs, and will accept such other responsibilities and assignments as the President may request.

In the event of the permanent inability of the President to serve, the Vice-President will succeed to the office of President for the remainder of the current term; such service as President will not be considered to be a term of office under the limitation of Section 2, above.

C. The Secretary will be responsible for all secretarial duties. These will include sending out notices of meetings, making written records of all meetings of the Board and Chapter and maintaining official files and records of the Chapter. Minutes of each meeting will be read by the Secretary at the following meeting.

D. The Treasurer will receive and disburse the funds of the Chapter, maintain banking account(s), keep accurate records of all fiscal transactions and supply the Society with any information it may require. For purposes of IRS filings, the Treasurer shall, within 30 days of the end of the Chapter’s fiscal year, notify the Society’s Executive Director if Chapter income exceeded $50,000 for the year.

E. Except as the succession in office of President is herein provided for, a vacancy in any office may be filled by appointment by the President from the eligible members of the Chapter. An officer so appointed will serve out the original term of office.

Section 3. Board of Directors

A. The Board of Directors of the Chapter (herein referred to as the "Board") will consist of all elected Officers and chairmen of Ongoing Committees. To serve the needs of the Chapter, the current officers may choose to invite past elected officers and/or committee chairs to serve on the Board.

B. A simple majority of the Board will constitute a quorum.

C. The Board may meet as often as required to determine policy and manage the affairs of the Chapter. The Board will have the power to make appropriations from the funds of the Chapter. The minutes of Chapter Board meetings will be made available for review by members of the Chapter.

Section 4. Committees

A. Ongoing or Ad hoc Committees may be appointed by the President from among Chapter members, subject to approval of the Board.

B. The Chapter's requirements will determine formation of the above or other committees.

C. All committees will attend to matters as may be designated by the President in a timely manner and will make reports of their findings when requested.

**ARTICLE V. MEETINGS**

Section 1. A minimum of one announced and scheduled business meeting will be held each year. Additional meetings may be called by the President with the concurrence of the Board.

**ARTICLE VI. DUES AND RECEIPT OF GIFTS**

Section 1. Annual membership in the Chapter may be established by any interested person paying dues to the Treasurer of the Chapter.

Section 2. Annual local Chapter dues for Regular Voting, Regular Voting Student, and Family Members) will not exceed the amount of national Society dues. The amount, recommended by the Board, will be determined by majority vote of the Chapter.

Section 3. Membership in the Chapter will terminate automatically upon failure to pay annual dues.

Section 4. The Chapter may accept financial and other gifts which may be used at the discretion of the Chapter in pursuit of the aims and purposes of the Chapter and Society. The Chapter will maintain gift records and provide donor acknowledgements of such gifts as required by law.

**ARTICLE VII. AMENDING THE BYLAWS**

Section 1. These Bylaws may be adopted, amended, or repealed by a vote of eligible members, or by the Chapter Board of Directors. Amendments may be required to achieve compliance with the Society Bylaws.

Section 2. Amendments may be proposed by the Board of Directors or by the Executive Committee, or by a proposal signed by at least five (5) percent of the eligible voting membership of the Chapter.

Section 3. The proposed amendment will be adopted upon receipt of at least two-thirds of the votes that are cast.

**ARTICLE VIII. DISSOLUTION**

In the event of the dissolution of this Chapter, any property remaining after the payment or satisfaction in full of all just claims and demands against the Chapter, or the retention of monies for such purpose, will be transferred to the American Harp Society, Inc.