THE PENNSYLVANIA FEDERATION OF MUSIC CLUBS

ARTICLES OF INCORPORATION and BYLAWS

ADOPTD September 2026

COMMONWEALTH OF PENNSYLVANIA } ss.
COUNTY OF BRADFORD

In the Matter of The Pennsylvania Federation of Music Clubs { In the Court of Common Pleas of Bradford County, PA
No.221
May Term 1950

BE IT KNOWN that the undersigned, at least three of whom are residents of the Commonwealth of Pennsylvania and citizens of the United States, and all of whom are of full age, having associated themselves together for the purpose of incorporating The Pennsylvania Federation of Music Clubs, an unincorporated Association, and being desirous of becoming incorporated in the accordance with the provisions and requirements of the Act of the General Assembly of the Commonwealth of Pennsylvania known as the "Nonprofit Corporation Law", approved May 5, 1933, and its supplements, do hereby declare, set forth and certify, as follows:

1. That the NAME of the corporation is the "Pennsylvania Federation of Music Clubs".
2. That the location and post office address of initial registered office in the Commonwealth is Canton, Bradford County, Pennsylvania.
3. That the PURPOSE of the corporation is "to develop high musical standards through club cooperation and to promote the musical interests of the State, working with musical and other organizations and individuals concerned with the promotion of music throughout the State."
4. That the term of its existence is perpetual.
5. That the names and addresses of the incorporators are:
   Louise A. Jaxtheimer, 425 Twitmyer, Avenue, Sharpsville, Pennsylvania
   Olive F. Conway, 39 East Berkeley Street, Uniontown, Pennsylvania
   Isabel S. Downs, 6 East Second Street, Oil City, Pennsylvania
   Edith F. Mills, 444 East Main Street, Annville, Pennsylvania
   Vivian D. Patton, 123 Maple Street, Charleroi, Pennsylvania
   Catherine M. Reese, 324 Laurel Street, Philipsburg, Pennsylvania
   Laura S. Titsworth, Montrose, Pennsylvania
   Ora L. Gates, 1583 McDowell Street, Sharon, Pennsylvania
   Adelaide M. Sopher, 162 Park Avenue, Grove City Pennsylvania
   Bessie W. H. Buckley, Gladmore Courts, 48th and Locust Streets, Philadelphia, Pennsylvania
6. That the following are the names and addresses of the persons who are to act as directors until the election of their successors:
   Louise A. Jaxtheimer, 425 Twitmyer Avenue, Sharpsville, Pennsylvania
   Olive F. Conway, 29 East Berkeley Street, Uniontown, Pennsylvania
   Isabel S. Downs, 6 East Second Street, Oil City, Pennsylvania
   Edith F. Mills, 444 East Main Street, Annville, Pennsylvania
   Vivian D. Patton, 123 Maple Street, Charleroi, Pennsylvania
   Catherine M. Reese, 324 Laurel Street, Philipsburg, Pennsylvania
   Laura S. Titsworth, Montrose, Pennsylvania
   Ora L. Gates, 1583 McDowell Street, Sharon, Pennsylvania
   Adelaide M. Sopher, 162 Park Avenue, Grove City Pennsylvania
   Bessie W. H. Buckley, Gladmore Courts, 48th and Locust Streets, Philadelphia, Pennsylvania

7. That the corporation is organized upon a non-stock basis.
8. That the amount of assets which the corporation has to start its corporate functions is personal property, the value of which is approximately $8,887.96.
9. That any money may be given in the way of donations or by bequests or gifts or by subscription for the maintenance of said corporation,
10. That the said name "The Pennsylvania Federation of Music Clubs" has been registered with the Department of State within six months of the date of application for charter.
11. That the corporation has the right to own real estate to carry out its corporate functions.
12. That a copy of the By Laws of the Association are hereto attached and made a part hereof, and that an affidavit of at least three of the incorporators is attached hereto and made a part hereof stating:
    First, that the purpose or purposes set forth in the Articles of Incorporation are the same as those of the unincorporated association.
    Second, that the incorporators constitute a majority of the members of a committee authorized to incorporate such a corporation by the requisite vote required by the organic law of the association for the amendment of such organic law.

CHANGES IN ARTICLES

An amendment to the Certificate of incorporation adopted May 5, 1933, changed Article II of the Certificate of incorporation as adopted at the State Convention, May 4, 1961, to read:

ARTICLE II

"The object of this organization is to bring into working relations with one another, music clubs and other musical organizations and individuals in the Commonwealth of Pennsylvania directly or indirectly associated with musical activity for the purpose of developing and maintaining high musical standards; aiding and encouraging musical education; the promotion of American music and American artists; and to cooperate with the National Federation of Music Clubs in its specific plans for the advancement of music."

BYLAWS OF THE PENNSYLVANIA FEDERATION OF MUSIC CLUBS

BYLAW I. NAME

This organization shall be known as the Pennsylvania Federation of Music Clubs, Incorporated and shall be a component part of the National Federation of Music Clubs.

BYLAW II. OBJECT

The object of this organization is to bring into working relations with one another, music clubs and other musical organizations and individuals in the Commonwealth of Pennsylvania directly or indirectly associated with musical activity for the purpose of developing and maintaining high musical standards; aiding and encouraging musical education; the promotion of American music and American artists; and to cooperate with the National Federation of Music Clubs in its specific plans for the advancement of music.

BYLAW III. MEMBERSHIP

Section 1. **Composition.** Membership in the Pennsylvania Federation of Music Clubs shall be composed of:

A. **Music clubs and kindred organizations** whose purpose is to encourage, develop and maintain high musical standards, who endorse our mission of supporting and developing American music and musicians, and

B. **Individuals** interested in the promotion of musical activity.

Section 2. **Divisions** The membership shall be in three Divisions, viz. - Senior, Student/Collegiate, and Junior.

Section 3. **Senior Division** The membership of the Senior Division shall be classified as Active, Associate, or Honorary.

A. **Senior** membership shall be organizational, individual, or honorary.

1. **Organizations** formed for the purpose of promoting the study or performance of music, including senior music clubs or organizations, music teachers associations, family and other music groups shall be eligible for membership upon the payment of dues.

2 **Individual** membership shall be classed as Special, Contributing, Life, Subscriber, Donor, Patron.

(a) A Senior Individual or Contributing Member. Any senior interested in the advancement of music may become an Individual or Contributing Member upon payment of annual dues.

B. **Honorary Membership** may be conferred upon an individual who has achieved distinction in music or has rendered significant service to the State by a unanimous vote of the Board of Directors at any regular meeting thereof. An Honorary Membership may be revoked in the same manner.

1. Honorary Members shall not be entitled to make motions, to vote or to hold office. They shall be exempt from the payment of dues.
2. The title of Honorary Membership shall not preclude active membership for those who desire active membership with its accompanying obligations of dues and service.

Section 4. Student/Collegiate Division shall be limited to young people between the ages of 19 and 26.

A. **Student/Collegiate** Membership may be either organizational or individual.

1. **Organizations** whose members are between the ages of 19 and 26, including college music groups, music schools and departments, choirs, bands, orchestras, and similar music organizations shall be eligible for membership upon payment of dues.
2. An **individual** student may become a **Student/Collegiate Individual Member** upon the payment of dues.

Section 5. Junior Division shall be limited to individuals and organizations whose members are under 19 years of age.

A**. Junior** Membership may be either organizational or individual.

1. **Organizations** whose members are young people under 19 years of age, including junior music clubs, music schools and departments, bands, orchestras, choirs, choruses, and similar junior music organizations are eligible for membership upon payment of dues.
2. An **individual** student may become a **Junior Individual Member** upon the payment of dues.

B. **Cradle Roll**. Children under six years of age shall be eligible for membership in the Cradle Roll upon payment of the Cradle Roll Fee.

Section 6. Associate Groups

A. **Associate organizations**. Organizations encompassing all age groups formed for the purpose of promoting a specific music project, such as community choral societies, orchestras/orchestra associations, opera companies/opera guilds, music teachers' organizations, local alumni chapters of music fraternities, or sororities, church choirs, orchestras/bands, hand bell choirs, school bands, orchestras and choruses, groups dedicated to the promotion of a concert series in their own community and similar music organizations shall be eligible for membership upon payment of dues.

B. **College groups**, music schools and departments, choirs, bands, orchestras and similar organizations in the 19–26-year age bracket may become Student/Collegiate Associate Group members through mass enrollment upon payment of dues.

C. **All Associate Groups** may send representatives to the meetings of the State but shall not be entitled to make motions nor to vote but may participate in discussion.

D. **Associate Membership** does not entitle members to take part in NFMC or PFMC competitions, auditions or awards such as Festivals.

Section 7. Applications

A. **Procedure-** All applications for membership, accompanied by the first year's dues and initiation fee, shall be made to the PFMC Treasurer. A copy of the bylaws of the organization applying for membership shall be enclosed with the application.

Section 8. Termination of Membership

A. **Forfeiture**. If dues are not received by January 1, members shall be considered delinquent and shall be so notified. Any member whose dues are in arrears for more than a year shall be considered to have forfeited membership and shall be dropped from the rolls.

B. **Reinstatement.**

1. Any organization which resigns in good standing may be reinstated upon application.
2. A late fee for membership shall be set by the Board of Directors and listed in the Standing Rules.
3. A membership forfeited for non-payment of dues shall require the payment of a reinstatement fee.

BYLAW IV. MEETINGS

Section 1. Conventions: Beginning in 2029, a biennial Convention shall be held in odd calendar years. The specific date and place of the meeting shall be determined by the President. Thirty days notice shall be given.

A. One month prior to the Convention the Corresponding Secretary shall issue the "Official Call" to the Convention to each federated organization, each board member and each individual member, specifying the time, place, duration of the Convention, name and address of the State Convention Chair and such general information as to the program, hotels, and transportation as possible and include the nomination slate.

Section 2. A Special Session of the State may be called by the President upon a majority vote of the Executive Committee. The purpose of the session shall be stated in the call, and no other Business shall be stated in the call, and no other business shall be transacted.

Section 3. Voting body

A. The **voting body** of the Pennsylvania Federation of Music Clubs, Incorporated shall be composed of the Board of Directors; all Individual Members, and elected delegates from organizations holding active membership in the Senior and Student/Collegiate Divisions; and one Counselor to represent each active organization in the Junior Division.

B. **Delegate Apportionment**

1. Each Active Senior organization shall be entitled to delegate representation based on its paid membership on record in the office of the State Treasurer 20 days before the opening of the Convention, figured as follows: organizations of 25 members or less – one delegate; organizations of 26-50 members –two delegates; and one additional delegate for each 50 members above the first 50, except that no organization shall have more than six delegates. Members of the State Board of Directors and Individual Members are not included in the above quota.
2. Each Active Student/Collegiate Organization shall be entitled to one delegate.
3. Each Active Junior Organization shall be entitled to be represented by one adult Counselor or appointee, both of whom shall be members of an Active Senior Club or an Individual Member.

C. A **new Special or Contributing Member** shall be eligible to vote at any session of the State only if the current dues have been received by the State Treasurer at least six months prior to the opening session.

D. No person shall be entitled to vote in more than one capacity, and no absentee or proxy voting shall be permitted.

Section 4. Quorum. Those members attending any session of the Pennsylvania Federation of Music Clubs shall constitute a quorum for the transaction of business.

BYLAW V. OFFICERS

Section 1. The officers of the Federation shall be elective and appointive.

A. The **Elective Officers** shall be a President, a First Vice President, a Second Vice President, four District Chairs, a Recording Secretary, a Corresponding Secretary, and Treasurer. They shall be elected as Provided in Bylaw VI, Section 3.

B. There shall be no salaried officers. Necessary expenses incurred by officers or persons in special service of the Federation may be paid from the general treasury under the direction of the Board of Directors

Section 2. Duties of Officers

A. The **President** shall:

1. Preside at all sessions of the Pennsylvania Federation of Music Clubs, the Board of Directors, and the Executive Committee.
2. Approve vouchers before payment is made.
3. Sign such leases and contracts as have been approved by the Board of Directors
4. Appoint non-elected officers and all chairs and committees subject to the approval of the Board of Directors.
5. Be an **ex-officio** member of all committees except the Nominating Committee. Those
6. Shall report at each session of the Board of Directors, and make a full written report at Conventions.
7. Shall enforce these Bylaws and Parliamentary Law, performing in addition such other duties as are incident to the office.
8. Keep and care for the PFMC Official Seal, PFMC State Banner and the NFMC Emblem sign.

B. The **First Vice President** shall:

1. Serve as an aide to the President.
2. Perform the duties of the President in her/his absence or inability to act.
3. Perform such additional duties as may be designated by the Board of Directors, such as signing vouchers.
4. Perform the duties of the Chair of the Finance Committee.
5. The First Vice President shall make a complete written report at each Board Meeting.

C. The **Second Vice President** shall:

1. Serve as an aide to the First Vice President.
2. Perform the duties of the First Vice President in her/his absence or inability to act.
3. Perform other tasks/activities at the request of the President.
4. The Second Vice President shall make a complete written report at each Board Meeting.

D. The **District Chairs** shall:

1. Hold District meetings once a year, or as appropriate, for the purposes of uniting the member Clubs in the District, to promote the objectives of the State, and to hold discussions to help member Clubs through the exchange of ideas.
2. Assist the Membership Extension Chair in organizing and federating new clubs and organizations in their respective District.
3. Make a complete written report at each session of the Board of Directors.

E. The **Recording Secretary** shall:

1. Take the minutes of all the business sessions of the State, of the Board of Directors, and of the Executive Committee, and shall enter the same in the record book devoted to the use of these respective bodies.
2. Be custodian of all records and reports of the State.
3. Send the minutes of the proceedings of each meeting of the Board of Directors to the members of the Minutes Approval Committee-within 30 days after the meeting. The Minutes Approval **C**ommittee will return the edited minutes following the procedures listed in the Standing Rules.

4. Send all property of the Pennsylvania Federation of Music Clubs in her possession to her/his successor in office within 30 days after election.

F. The **Corresponding Secretary** shall:

1. Send out notices of the sessions to the membership. The Board of Directors and the Executive Committee one month prior to the meeting.
2. Carry on such official correspondence as delegated by the President or Board of Directors.

G. The **Treasurer** shall:

1. Have custody of funds of the State and shall deposit such funds in the name of the Pennsylvania Federation of Music Clubs, Incorporated**.** In the event of a temporary inability of the Treasurer to perform these Duties, with the approval of the Board, the President shall appoint a qualified individual to act as Treasurer during said inability. The name of the appointee shall be filed with the financial institutions in which funds of the organization are deposited.
   2. Be bonded in an amount determined by the Board of Director with the expense of same to be paid by the State.
3. Collect all dues and pay bill vouchers signed by the President or First Vice President.
4. (a) Send monthly statements to the President and First Vice President.
   (b) Submit a financial statement at every session of the Board of Directors.
   (c) Ensure that the State maintains Tax-exempt status, bond coverage and insurance.
   (d) Present the fiscal year report at the Board meeting and a supplemental report through March 31 at each State Biennial Convention.
5. The outgoing **Treasurer** shall deliver to her/his successor within sixty (60) days after the close of the fiscal year, all money, vouchers, books, and papers in their custody and belonging to the State together with a complete financial report of the official publication and every department.

6. Mentor the Assistant Treasurer

H. An **Audit Committee** may be appointed at the discretion of the President when deemed necessary.

I The **Historian** shall:

1. Continue the compilation of the history of the Pennsylvania Federation of Music Clubs, which shall include all information of the growth and development of the organization during its existence. A complete list of Charter Members, Officers and Chairs of Departments shall be included in this History.
2. Preserve all important papers, State Programs, newspaper articles, and proceedings of all Board Meetings and Sessions of the State.

J. The **Parliamentarian** shall:

1. The Parliamentarian shall have knowledge of Parliamentary law and the effective usage thereof.
2. The Parliamentarian shall attend all sessions of the State and Board of Directors; interpret the rules of the Charter and Bylaws; when necessary serve as an advisor on points of parliamentary law to the President and Revisions Committee, the Resolutions Committee, and such others as the President may designate; and shall render an opinion to the State or the Board of Directors when requested.

L. The **Investment Officer** shall:

1. Be bonded in an amount determined by the Board of Directors with the expense of the same to be paid by the State.
2. Submit an Investment Statement at every meeting of the State.
3. Deposit all funds of and/or due the state in the State's name in such banks or brokerage firms.
4. Disperse investment funds at the directions of the State President or the State Treasurer.
5. Monitor the receipts of all securities due to and held by the State.
6. Ensure adequate diversification of investments
7. Ensure the safety of principal, liquidity, and a competitive rate of return on investments.

BYLAW VI. ELECTIONS

Section 1. **Election Times** The officers of the Pennsylvania Federation of Music Clubs shall be elected for a term of two years at the biennial convention held in odd years.

Section 2. **Nominating Committee**

A. At the Spring Board Meeting, prior to the State Biennial Election, the Board of Directors shall elect a Nominating committee, consisting of five members, at least four of whom shall be members of the Board of Directors. The Board will select one from each district plus one at large. The Chair of the committee shall be chosen by the Nominating Committee. The Recording Secretary shall notify the members of the Nominating Committee of their appointment.

B. The list of Nominees shall be included with the Call to Convention to all PFMC organizations and individuals entitled to vote at the Convention.

C. No person may be nominated for two separate elective offices.

Section 3. **Elections**

A. At the time stated on the Convention program the Nominating Committee shall submit the list of nominees to the voting body for election. Nominations may then be made from the floor.

B. **Method of Election**

1. If there are no nominations from the floor, the President may entertain a motion that the Nominated slate become the Elected slate. If there are nominations from the floor the election shall proceed by ballot.
2. A majority vote of those present and qualified to vote shall constitute an election.

C. **Eligibility**

1. No person shall be eligible for the same elective office for more than two consecutive terms, except the Treasurer who may serve any number of approved consecutive terms.
2. The filling of one-half or more of an unexpired term shall be considered a "term" in determining the eligibility of re-election of an officer.
3. The committee member from each district will nominate the individual qualified and willing to serve as Chair of the District.

D. **Term of Office**

1. A term of office shall be two years.
2. Officers shall assume their duties at the close of the Convention during which they were elected, except the Treasurer, who shall assume the duties of the office at the end of the fiscal year.

E. **Vacancies in Office**

The President, in conference with the Executive Committee, shall have the power to fill all vacancies for unexpired terms, subject to the approval of the Board of Directors.

BYLAW VII. BOARD OF DIRECTORS

Section 1. Composition The Board of Directors shall consist of:

A. **Elected Officers**: President, First Vice President, Second Vice President, four Chairs of Districts, Recording Secretary, Corresponding Secretary, and Treasurer.

B. **Appointed Officers:** The Appointive Officers shall be: an Investment Officer, a Parliamentarian, an Historian, and an ***Assistant Treasurer***.

C. **Appointed Members of the Board**: the Chair of the Presidents Council, the State Convention Chair, the Chair of the Past Presidents Assembly, Chaplain, the Festivals Chair(s), the Chair of each Senior and Junior division or their designate, the chair of each Special Committee, and any other members appointed by the President as approved by the Board.

D. **Past State Presidents**

E. **National Board Members** of the current biennium.

Section 2. Meetings of the Board of Directors

Required times of meetings

A. The board of Directors shall meet at least annually, including before the biennial State Convention, and as needed at the call of the President.

B. Special Sessions: May be held at either the President's request or at the Recording Secretary's request upon the receipt of (7) written requests from Board Members.

C. Attendance: At each session of the Board the names of all absentees, with the cause of absence shall be presented by the Secretary. An unexcused absence from more than one Board Meeting during each term shall be considered a resignation, and a vacancy shall be declared by the Board.

D. **Open meetings**: All meetings are open to the entire membership, but only the Board of Directors shall have a voice and vote.

E. **Quorum:** Half of members present shall constitute a quorum for the transaction of business.

Section 3. Duties

A. The Board of Directors shall manage the affairs and funds of the Pennsylvania Federation of Music Clubs subject to the terms of the Charter granted by the Commonwealth of Pennsylvania, County of Bradford, May Term, 1950.

B. The Board of Directors shall confirm all appointments made by the President.

C. All Departments and standing committees shall operate under the direction of the Board of Directors.

D. The Board of Directors shall have power to establish standing rules and repeal the same by a two-third vote of those present and voting. They may adopt rules of procedure as are needed to direct the affairs of the State.

E. The Board of Directors shall approve the date and place of the meeting of the biennial Convention.

Section 4. Business by Mail, email and/or telephone

Business, which in the opinion of the President needs the immediate attention of the Board of Directors, may be handled by mail, email, or telephone. Identical information including details necessary to form an intelligent decision, shall be sent to each member of the Board.

To obtain a decision by any method, there must be a majority vote from the Board of Directors. The Recording Secretary shall immediately report the results of the vote to each member of the Board and shall give a complete report of the ballots at the next session of the Board.

BYLAW VIII. EXECUTIVE COMMITTEE

Section 1. There shall be an Executive Committee composed of the elected officers, the Active Past State Presidents, the State Festival Chair, the Parliamentarian, and the Investment Chair.

Section 2. Duties of the Executive Committee

A. The Executive Committee shall act on all matters deemed by the committee to be matters of emergency, and perform, in the interval between the sessions of the Board of Directors, such duties of said Board as may from time to time be expedient.

B. The Executive Committee may conduct, by mail, telephone and/or email, unfinished

business of the Board of Directors, and any business needing immediate attention, provided the mail, telephone and/or email information shall be precisely the same to each member of the committee. The results of the mail, telephone, and/or email decision must be sent to the President. A vote of at least a majority of the entire committee shall be necessary to consider the result as the opinion of the Executive Committee, and each member of the committee shall be immediately notified of the results of the ballot.

C. The Executive Committee shall render a complete written report of its work to the Board of Directors at each session.

Section 3. **Meetings of the Executive Committee** shall take place at the call of the President, or upon the written request of five members of the Executive Committee.

Section 4. A **quorum** of the Executive Committee shall consist of the members present.

BYLAW IX. DIVISIONS, DEPARTMENTS AND COMMITTEES

Section 1. All divisions, departments and committees operate under the direction of:

1. Officers
2. Board of Directors
3. Presidents Council
4. Past Presidents Assembly
5. Departments as stated in the Standing Rules
6. Committees under departments
7. Special Committees as approved by the Board of Directors

A. The work of the **SENIOR** Division shall be appropriately assigned by the Board of Directors, and carried through the mediums listed above. Each medium shall be headed by a Chair appointed by the President and approved by the Board of Directors. All departmental and committee chairs shall present a written report at each session of the Board of Directors.

B. The work of the **STUDENT/COLLEGIATE** Division shall be headed by a State Advisor subject to the approval of the Board of Directors. The purpose of the Student/Collegiate Division shall be to correlate the local, state and national work, organize and federate new Student/Collegiate clubs and organizations and stimulate interest in the Student/Collegiate activities, contests, auditions, awards, and scholarships

C. The work of the **JUNIOR** Division shall be headed by a State Junior Counselor subject to the approval of the Board of Directors. The purpose of the Junior Division shall be to correlate the local, state, and national work, organize and federate new Junior clubs and organizations, and stimulate interest in Junior activities and State Festivals.

BYLAW X. DUES AND FINANCE

Section 1. **Sources of Income**. The finances of this organization shall be derived from membership dues, fees, and gifts; and from such other sources as may from time to time be approved by vote of the Board of Directors subject to rules of the Charter granted to this State Federation by the Commonwealth of Pennsylvania, County of Bradford, May Term, 1950.

Section 2. The Fiscal Year shall be from July 1 through June 30 of the succeeding year.

Section 3. **Payment of Dues and Fees**
Membership dues and fees shall be paid to the State Treasurer who shall immediately forward the national dues and fees to the national Treasurer.

Section 4. All new clubs and musical organizations shall pay an initiation fee, set by the Board, to the State.

Section 5. **Deadline for dues**
If dues are not received by November 1, the member shall be considered delinquent and shall be so notified. If the dues are not received before the end of the fiscal year, membership shall be considered forfeited.

Section 6. **Reinstatement Fee.** A member organization (or individual) who has forfeited membership for nonpayment of dues may be reinstated upon payment of the current year's

dues plus a reinstatement fee. Subscription fees will comply with NFMC and PFMC rules**.**

A. SENIOR DIVISION

1. Active Membership Dues

(a) **Organization Members**

(1) Senior Organizations federated as active members shall pay dues as determined by the Board of Directors

(b) **Individual Membership Dues**

(1) A **Senior Individual Member** shall pay annual dues as established by NFMC. Subscriptions will comply with NFMC rules.

(2) A regular **Contributing Member** shall pay annual dues as determined by the Board of Directors.

(c) **Permanent Membership Fees**

The fees for Life Membership, Subscriber, Donor, and Patron shall be in the amount established by NFMC.

2. **Associate Membership**

(a) An Associate Organization in the Senior Division shall pay annual dues as determined by the PFMC Board of Directors.

B. **STUDENT/COLLEGIATE DIVISION**

1. **Active Membership Dues**

(a) **Organization Members**: Student/Collegiate organizations actively federated shall pay annual dues as determined by the Board of Directors.

(b) A **Student/Collegiate Individual Member** shall pay annual dues as determined by the NFMC Board of Directors. Part of the dues shall be used for a *Music Clubs Magazine* subscription and the remainder shall be divided equally between NFMC and the state.

(c) Mass Student Enrollment: Schools of Music shall pay annual dues as determined by the PFMC Board of Directors.

C. **JUNIOR DIVISION**

1. **Active Membership Dues**

(a) **Organization Members**. Federated Junior organizations shall pay annual dues as determined by the PFMC Board of Directors. This shall include a one year subscription to *Junior Keynotes.*

(b) **Junior Individual Member** shall pay annual dues as determined by the NFMC Board of Directors. Part of the dues shall be a *Junior Keynotes* subscription and the remainder shall be divided equally between NFMC and the State.

2. **Cradle Roll Fee**. The fee for the **Cradle Roll Membership** shall be established by the National Federation of Music Clubs and shall cover the entire period of Cradle Roll Membership. One-half of this fee shall be retained by the state treasury.

D. **ASSOCIATE MEMBERSHIP DUES**

1. **Senior Associate Members**

(a) An **Associate Organization** in the Senior Division shall pay annual dues as determined by the PFMC Board of Directors.

2. **Student/Collegiate Associate Members**

(a) **Associate Member Organizations**: See B. Student/Collegiate Division 1.c

3. **Junior Associate Members**

(a) **Associate Junior Organizations**, including Mass Junior Enrollment, shall pay annual dues as determined by the PFMC Board of Directors.

BYLAW XI. GEOGRAPHIC DIVISION

Section 1. The state shall be divided into four Districts: Philadelphia, Pittsburgh, Northeast, and Northwest.

Section 2. It is the duty of each District Chair to hold District Conferences once a year for the purpose of assisting State Extension work. The Districts are required to adopt Standing Rules applicable to their needs, but which must be consistent with State Bylaws. The officers of the District shall include: Chair, Vice Chair, and Secretary-Treasurer. These officers shall be elected according to the Standing Rules of the District

Section 3. A written report from each District Conference shall be published in the Fall issue of the *News Sheet.*

BYLAW XII. PRESIDENTS COUNCIL

Section 1. There shall be a State Presidents Council, hereinafter referred to as the Council, comprising all Presidents of Senior Clubs, which shall be organized for the purpose of discussing State activities and correlating Club work.

Section 2. The immediate State Past-President shall be the chair of the Presidents Council. The Secretary will be appointed by the chair from the membership of the Council. The Minutes shall be sent to all Senior Club Presidents.

Section 3. Sessions of the council called as determined by the Chair of the Council with consultation with the State President.

BYLAW XIII PAST PRESIDENTS ASSEMBLY

Section 1. There shall be a Past Presidents Assembly which shall be under the direction and control of the National Federation of Music Clubs and shall operate under its laws. The main objective of the Past Presidents Assembly shall be to provide funds for awards for the Young Artist Auditions.

Section 2. **Membership and Dues**.

A. To be eligible for membership in the Assembly, a person must be a past President of the National Federation, State Federation, a National Associate Organization, past Chairs of a District, or any Senior, Student/Collegiate, or Junior organization holding membership in the National Federation.

B. Dues for membership in the Past Presidents Assembly shall be established by the National Federation of Music Clubs and shall be paid to the State Treasurer, who shall forward one-half the amount to the National Treasurer. PPA dues shall be credited to the Young Artist Fund.

Section 3. **Chapters** of the Past Presidents Assembly may be organized in a State, a District, or a local club. Ten or more members in good standing shall be required for the organization of a State Chapter of the PPA; five or more for a District Chapter; and three or more for a Local Chapter.

A **Charter** shall be issued by the Chair of the Past Presidents Assembly when a group meets these requirements and agrees to make an annual contribution to the National Young Artist Award Fund over and above dues as provided above and pays the charter fee.

BYLAW XIV. REPRESENTATION TO THE NATIONAL FEDERATION OF MUSIC CLUBS

Section 1. At National Federation meetings this Federation shall be represented by the President, or the First Vice President in the absence of the President.

Section 2. **Representation on the National Board**. The Board of Directors shall, in the Fall of the even calendar year, nominate one person meeting qualifications. A delegate-at-large may also be nominated.

Section 3. PFMC may also be represented by the duly accredited delegates from Senior, Student/Collegiate, Junior Divisions and Individual Members.

BYLAW XV. FILES, PUBLICATIONS AND FEDERATION PROPERTIES

Section 1. All Officers, Directors, Chairs of Departments and Chairs of Standing and Special Committees, shall turn over their files and Federation Properties to the new Administration not later than one month after election, with the exception of the Treasurer and Chair of Past Presidents Assembly. The Chair of Past Presidents Assembly shall turn over the files at the end of the fiscal year. The Treasurer shall turn over the files within sixty (60) days after the end of the fiscal year.

Section 2. The ***News Sheet*** shall be the Official Organ of the Pennsylvania Federation of Music Clubs, and shall not become the property of any commercial magazine or organization.

BYLAW XVI. PARLIAMENTARY AUTHORITY

Robert's Rules of Order Revised shall govern this State in all cases in which they are applicable, and in which they are not inconsistent with the Constitution and Bylaws of this State.

BYLAW XVII. AMENDMENTS

Section 1. These Bylaws may be amended by a two-thirds vote of the qualified voters present and voting at any regular session, or at an adjourned meeting thereof, or at any special session called for that purpose, provided that the proposed changes have been approved by the Board of Directors and notice of the same has been sent to each of the Federated Organizations classified as Active, and to other Active Members, at least thirty (30) days prior to the meeting at which the changes are to be considered. Any changes in organizational structure made by NFMC will become automatic in PFMC structure.

Section 2. Amendments to these Bylaws go into effect immediately upon their adoption unless the motion to adopt specifies a time for their going into effect.

Section 3. Bylaws shall be reviewed every two years and as often as deemed necessary by the Board.

Section 4. Bylaws are effective only to the effect that they agree with the Law of the State in which the Society is operating; therefore, before presenting a revision, the committee must be certain of this point.

BYLAW XVIII. LIQUIDATION OR DISSOLUTION

In the event of the liquidation or dissolution of the corporation, whether voluntary or involuntary, no member shall be entitled to any distribution or division of its remaining property or its proceeds, and the balance of all money and other property received by the corporation from any source, after the payment of all debts and obligations of the corporation, shall be used or distributed, subject to the decree of the Court of Common Pleas of the county in which its registered office is then located as provided by law, exclusively for the purposes within those set forth in the Articles of Incorporation and within the intendment of Section 501 (c) of the Internal Revenue Code of 1954 and the Regulations thereunder as the same now exists or as they may hereinafter be amended from time to time.