

# **CONSTITUTION**

**OF THE**

**Avondale Brass Band**

## **ARTICLE ONE**

- 1.1 This organisation shall be known as “Avondale Brass Band”, (The Band).
- 1.2 Avondale Brass Band is a supporting Ministry operating within the context of the un-incorporate Seventh-day Adventist Church, North New South Wales Conference, (the Conference). The Band shall operate in harmony with the objectives and principles of the Seventh-day Adventist Church (the Church), and within the relevant operating policies of the North New South Wales Conference and under the jurisdiction of the Conference Executive Committee.
- 1.3 The income and property of The Band shall be held and applied solely for the purposes of The Band.
- 1.4 Real and intellectual property acquired and used by The Band, shall be held by the Australasian Conference Association acting as trustee for the Conference and Band.

## **ARTICLE TWO OBJECTIVES**

The aims and objectives of The Band, being in harmony with the goals and philosophies of the Seventh-day Adventist Church, are:

- 2.1 To promote an active involvement by members of the church in ministry through band music.
- 2.2 To provide a music ministry to the community, church congregations and church corporate events for the glory of God.
- 2.3 To foster social interaction.
- 2.4 To encourage and provide opportunity for musical development.

## **ARTICLE THREE MEMBERSHIP**

Membership of The Band shall be open to all bona fide members of the Seventh-day Adventist Church and members of the community who support the values of the Seventh-day Adventist Church

- 3.1 Members shall be classified within two categories.
  - 3.1.1 Ex officio  
Patron – President of the North NSW Conference
  - 3.1.2 General Members  
General membership is dependent on making application to the Band Executive Committee which may then recommend to a general meeting for acceptance into membership.
  - 3.1.3 The Committee, should the need arise, may invite non-member players to join with the Band for special performances.
- 3.2 Termination of Membership

- 3.2.1 A member may voluntarily terminate membership by advising the secretary in writing of his/her intention to withdraw.
- 3.2.2 Members not adhering to the stipulated conditions for membership including:
  - a. not supporting the values of the Seventh-day Adventist Church
  - b. behaviour that the executive committee considers disruptive to the aims and objectives of the band.
  - c. non-payment of subscription fees or other fees/payments deemed to be due
  - d. continual unexcused absences from practices
  - e. misuse of band property, including instruments, other equipment or the band facilities, will have continued membership addressed progressively through the following stages.
- 3.2.2.1 Firstly, the president or an executive member designee will invite the member to offer reasons why the membership should not be terminated.
- 3.2.2.2 If the executive committee does not support continued membership on the basis of this response requested under 3.2.2.1, the member will be asked to voluntarily withdraw or alternatively have a recommendation for membership to be withdrawn voted on by the band membership at a general meeting.

#### **ARTICLE FOUR GENERAL MEETING**

- 4.1 An Annual General Meeting of the Band members shall be called each November at a time and place decided by the Executive Committee.
- 4.2 A special general meeting shall be called within one month should the Executive Committee receive a written request to do so from at least 25% of the total number of members of The Band.
- 4.3 At least 14 days notice of all general meetings and notices of motions must be given to members. This notice must include details of time, date and place of the meeting, together with details of the proposed business of that meeting.
- 4.4 In the case of the Annual General Meeting the following business must be transacted.
  - a) Report from the Executive Committee of the activities during the past year.
  - b) Report from the Treasurer of the income and expenditure and current financial status of The Band.
  - c) A report on the status of equipment held by The Band.
  - d) Appointment of the Executive and non-Executive officers for the following year.
  - e) Appointment of the Bandmaster and assistant Band Master.
- 4.5 The quorum for a General Meeting shall exist if at least 51% of the members are present at the meeting. If within half an hour of the time appointed for a General Meeting a quorum is not present, the meeting lapses.

#### **ARTICLE FIVE OFFICERS**

- 5.1 Executive officers
  - 5.1.1 The Band's affairs are to be managed by a committee known as "the Executive Committee".
  - 5.1.2 The Executive Committee shall consist of the following persons:

- a) The President appointed at the Annual General Meeting
- b) The Secretary appointed at the Annual General Meeting
- c) The Treasurer appointed at the Annual General Meeting
- d) The Band Master appointed at the Annual General Meeting
- e) Up to two members of The Band as appointed at the Annual General Meeting.
- f) A Conference representative as appointed by the Conference Executive Committee.
- g) A Memorial Church representative as appointed by the Memorial Church Board, to be invited when relevant matters are discussed.

#### 5.1.3 Quorum

Quorum for the Band Executive Committee shall consist of either the President or Secretary plus any two others of the above

5.1.4 A member of the Executive will hold office from the date on which he/she accepted the appointment, until he/she resigns or ceases to hold the position that entitles him/her to be a member of the Executive.

5.1.5 Any vacancy occurring in the Executive Committee may be filled through a recommendation by the Executive Committee and voted upon by a general meeting of the members.

#### 5.2 Non Executive Officers

5.2.1 Non Executive Officers shall be:

- a) Sergeant appointed at the Annual General meeting
- b) Equipment officer appointed at the Annual General Meeting.
- c) Drum major appointed at the Annual General Meeting.
- d) Chaplain appointed at the Annual General Meeting.
- e) Auditor appointed at the Annual General Meeting.
- f) Librarian appointed at the Annual General Meeting.
- g) Librarian assistant appointed at the Annual General Meeting
- h) Band Master assistant appointed at the Annual General Meeting
- i) Stage Manager appointed at the Annual General Meeting

5.2.2 Any vacancy occurring in the non Executive Category may be filled through a recommendation by the Executive Committee and voted upon by a general meeting of the members.

#### 5.3 Office Bearers' Functions

5.3.1 The role and function of each office bearer shall be:

- a) **PRESIDENT**  
The President shall convene and preside at meetings of The Band and the Executive Committee in accordance with section 5.
- b) **SECRETARY**  
The Secretary is to keep a record of all business meetings of The Band Executive Committee, to conduct necessary correspondence, and in consultation with the Executive Committee supervise formal arrangements for all activities of The Band.
- c) **TREASURER**  
The Treasurer shall take charge of the finances of The Band, receive subscriptions from Band members, and pay accounts in vote of the Executive Committee. The Treasurer shall

also render a full statement of The Band's finances to the Executive Committee, and furnish a financial statement covering the year's activities at the Annual General Meeting of The Band.

- d) **BANDMASTER**  
The Bandmaster shall take full charge of the practices and performances, and in full consultation with Executive Officers to arrange items to be rendered by The Band.
- e) **ASSISTANT BANDMASTER**  
The Assistant Bandmaster shall conduct the Band in the absence of the Bandmaster and also aid the Bandmaster in building ensembles and musical groups etc.
- f) **LIBRARIAN**  
The Librarian shall take charge of the management of the musical scores of The Band, to arrange for their mounting, storage and transport.
- g) **ASSISTANT LIBRARIANS**  
Assistant Librarians shall support and assist the Librarian in the assigned music score management duties.
- h) **AUDITOR**  
The Auditor shall examine the financial records, invoices and accounts of The Band, and to certify the financial statement before its presentation to the AGM of The Band.
- i) **DRUM MAJOR**  
The Drum Major shall direct the marching, spacing and dress of The Band on public parade.
- j) **SERGEANT**  
The Sergeant shall supervise the conduct of The Band, the dress, the spacing etc at all times other than when the drum major does so when the band parades in street or concert marching. The Sergeant should also monitor Band appointment times, practice times, uniform requirements, instrument cleanliness.
- k) **EQUIPMENT OFFICER**  
The Equipment Officer shall keep a record of all Band property apart from the musical scores, and be responsible for maintenance of same.
- l) **STAGE MANAGER**  
The Stage Manager shall arrange for the seating and music stands on stage, and arrange for transport of same as required.
- m) **BAND MEMBERS**
  - i) Band Members shall ensure the safety and care of Band equipment in their possession, namely Band instruments and uniforms.
  - ii) No band instrument shall be used for other purposes without express permission of the President.

## **ARTICLE SIX DISSOLUTION**

- 6.1 Should the need arise for the winding up, or dissolution of The Band, the following procedure shall apply:  
Wide discussion is to be held by the Executive Committee as to the best remaining solution.  
A recommendation to the Conference Executive Committee that The Band be dissolved should only be made when two-thirds of the Executive Committee votes for such a recommendation, and this is then approved by two-thirds of the members at a General Meeting.

Approval is given by the Conference Executive Committee.

- 6.2 If The Band should at any time by reason of statutory proceedings or from any other cause whatsoever be placed in liquidation or in the course of winding up and if upon the winding-up or dissolution of The Band there remains after the satisfaction of all debts and liabilities any property and assets whatsoever, the same should not be paid to or distributed amongst the then members of The Band but shall be paid, given or transferred to the North New South Wales Conference for application at the absolute discretion of the Conference Executive Committee.

#### **ALTERATION OF THE CONSTITUTION**

- 7.1 A resolution altering or repealing any Rule or Sub-Rule of this Constitution (including this Rule) may only be passed by at least 66% of all members and then with approval of the Conference Executive Committee.