

**CONSTITUTION  
OF  
THE AMERICAN BANDMASTERS  
ASSOCIATION**

**ARTICLE I**

Name

This organization shall be known as The American Bandmasters Association.

**ARTICLE II**

Objectives

The objectives of this organization shall be the recognition of outstanding achievement in the field of Concert Band\* and its music; helpfulness and fellowship among members; an increasingly higher standard of artistic excellence for the Concert Band, its performers, conductors, and literature, and a constantly greater contribution through the Concert Band to the musical life and culture of all peoples. To these ends the organization shall: (1) honor outstanding achievement by invitation to membership; (2) encourage prominent composers of all countries to write for the Concert Band; and (3) by example and leadership further enhance the Concert Band and its music within our cultural heritage.

\* The name CONCERT BAND is inclusive of all major ensembles of wind and percussion instruments.

**ARTICLE III**

Membership

Section 1. Classifications shall be: MEMBER, HONORARY LIFE PRESIDENT, HONORARY LIFE MEMBER, HONORARY MEMBER, ASSOCIATE MEMBER, HONORARY LIFE ASSOCIATE MEMBER, and HONORARY ASSOCIATE MEMBER. In all classifications, membership shall be by election and invitation only as prescribed herein. Requirements for the classification of Member shall include exceptional ability and accomplishment as a band conductor or as a composer/arranger, commendable personal qualities including a high standard of professional ethics, and demonstrated leadership ability within the profession.

Section 2. Election to Membership shall be attained in the following manner:

(a) The name of a nominee shall be submitted by a current Member to the Secretary-Treasurer on a prescribed and completed Nomination Form, together with the signatures of the principal sponsor and two or more co-sponsors. In order to be considered during the following year, this satisfactorily completed form must be in the hands of the Secretary-Treasurer before the end of the annual convention. At that time, the principal sponsor will receive full instructions for sponsorship. Failure to comply with all instructions and deadlines will invalidate sponsorship of a nominee. At the end of the

convention the Secretary-Treasurer will transmit to the new Vice-President (Chair of the Membership Committee) all Nomination Forms received. All sponsors and co-sponsors shall send satisfactorily completed Sponsor Evaluation Forms to the Vice-President by May 15 prior to the next annual convention.

(b)The principal sponsor shall acquaint the proposed nominee with the membership process, the responsibilities of membership, a brief history of the ABA, convention schedule, and convention attendance expectations. The sponsor shall advise the nominee on the preparation of a 60-70 minute audio recording upon which all compositions were recorded live and unedited. The recording and other supporting materials must be sent to the Vice-President by July 15. The Vice-President shall ensure that a copy of the audio recording is sent to each member of the Membership Committee before November 1.

(c)No member shall act as a principal sponsor for more than two nominees during any convention year, or act as a sponsor and/or co-sponsor for more than three nominees. The principal sponsor must have heard the nominee's Concert Band in live performance with the nominee conducting quality programs, at least 45 minutes each, and two times within the past two years; a DVD of a concert or live video streaming, however, may substitute for presence at either or both of those programs. The principal sponsor will provide a list of the compositions performed (title and composer). Co-sponsors may substitute unedited recordings, DVDs, CDs, or Video Streaming, for attendance at the two concerts. The principal sponsor and co-sponsors should have confidence that, both personally and professionally, the nominee is a viable candidate for membership in ABA.

(d)The principal sponsor and co-sponsors of a composer/arranger nominee must verify that they have heard or conducted a representative number of the nominee's compositions/arrangements.

(e)The Vice-President will determine the legality of the nominations and enforce the provisions of the Constitution. By September 1, the Vice-President will certify to all Members the names of all nominees who are eligible to be voted upon at the next convention, together with sponsors' and co-sponsors' names and copies of the prescribed Nominee Evaluation Questionnaire, which shall be completed and returned to the Vice-President by January 15.

(f) The materials prepared by the sponsors and selected materials submitted by other Members shall be available to the Membership Committee all day before the convention meeting of the Membership Committee. At the meeting, the Vice-President shall furnish to each committee member a tabulation of the responses to the Nominee Evaluation Questionnaire and any other information that is appropriate and valuable to the work of the committee. All members of the committee shall familiarize themselves with the exhibit materials prior to the meeting in order to be qualified and competent to cast votes during the meeting. The Membership Committee shall recommend each candidate for invitation to membership by a two-thirds majority vote, or for deferment if a two-thirds majority vote is not obtained; the total of those voting is the number of ballots marked

invite or defer. The report of the Membership Committee shall be presented to the Members present during the calendar day preceding the day of voting.

(g) Only Members present shall vote on the report of the Membership Committee. A separate vote shall be taken on each nominee, with a three-fourths majority vote required to sustain the recommendation of the Membership Committee. If the recommendation of the Committee is not sustained, the Committee will reconvene to reconsider the nominee. The decision by the Membership Committee is final for that year.

(h) Upon favorable action as prescribed above, the Secretary-Treasurer shall extend to each accepted nominee a personal letter of invitation to Membership.

(i) Deferred nominees may be proposed again at a future convention, either by the original sponsors or by new sponsors.

### Section 3

(a) ASSOCIATE MEMBERSHIP may be attained by firms, organizations, and individuals engaged in the music industry or related fields who wish to identify themselves with the objectives and activities of the Association. Such firms, organizations, and individuals may apply in writing to the Secretary-Treasurer or to the Chair of the Associate Members Committee (AMC). The Chair will poll the AMC and if there is a two-thirds vote to invite, the application will be sent to the Secretary-Treasurer who will present the approved application to the Membership Committee. The Membership Committee shall recommend each candidate for invitation to membership by a two-thirds vote, or for deferment if a two-thirds majority vote is not obtained; the total of those voting is the number of ballots marked invite or defer. The report of the Membership Committee shall be presented to the Associate Members present during the calendar day preceding the day of voting. Only Associate Members present shall vote on the report of the Membership Committee. A separate vote shall be taken on each nominee, with a three-fourths majority vote required to sustain the recommendation of the Membership Committee. If the recommendation of the Membership Committee is not sustained, the Committee will reconvene to reconsider its vote on the nominee. The decision of the Committee is final for that year.

(b) If a Member becomes affiliated with an Associate Member firm, the Member may retain Membership and may also represent the firm if the firm so desires. However, an Associate Member firm may have only one official representative.

(c) A retiring representative of an Associate Member firm may make application to the Associate Members Committee for an individual Associate Membership. Approval of such application shall be referred to the Membership Committee. An individual Associate Member is entitled to all the privileges of Associate Membership; dues shall be the same as for other Associate Members; and any

assessments for individual Associate Members shall be determined by the Associate Members Committee.

Section 4. HONORARY MEMBERSHIP may be conferred upon any person who has contributed in a noteworthy manner to the advancement of the Concert Band or its literature by a three-fourths majority vote of the Nominating Committee and by acclamation or a three-fourths majority vote of the Members.

Section 5. Any Member may be nominated for HONORARY LIFE MEMBERSHIP by a three-fourths majority vote of the Nominating Committee and shall retain all membership rights. Election may be by acclamation or a three-fourths majority vote of the Members.

Section 6. Any Associate Member may be nominated for HONORARY ASSOCIATE MEMBERSHIP or HONORARY LIFE MEMBERSHIP by a three-fourths majority vote of the Nominating Committee and shall retain all membership rights. Election may be by acclamation or a three-fourths majority vote of the Members.

Section 7. Resignations tendered at any time shall be accepted immediately by the Secretary-Treasurer in the name of the Association and shall be reported at the next annual convention.

#### **ARTICLE IV** Officers

Section 1. The elective officers of The American Bandmasters Association shall be a PRESIDENT, PRESIDENT-ELECT, VICE-PRESIDENT, and SECRETARY-TREASURER. The President-Elect shall automatically succeed to the presidency. The other officers shall be elected annually by a majority vote at the last business meeting of each annual convention, and shall serve through the next annual convention, or until their successors have been elected.

Section 2. There shall be a BOARD OF DIRECTORS consisting of the elected officers, six elected members, and the two immediate Past-Presidents, with the retiring President as Chair. Each of the elected members shall serve for two (2) years. Three members shall be elected by majority vote at each annual convention. In addition, the Chair of the Associate Members shall serve on the BOARD except for considerations by the Membership Committee.

Section 3. There shall be an EXECUTIVE COMMITTEE within the Board of Directors, consisting of the Immediate Past-President, the President-Elect, and the President, who shall serve as Chair.

Section 4. A Past President may be elected by a three-fourths majority vote of the Nominating Committee to the office of HONORARY LIFE PRESIDENT and shall retain all membership rights.

Section 5. After the report of the Nominating Committee, other nominations will be accepted from the floor except for the office of Honorary Life President or any Honorary Membership.

Section 6. The Nominating Committee shall appoint a Historian from within the Membership. The duties and honorarium of the Historian shall be determined by the Board of Directors.

## **ARTICLE V**

### Annual Conventions

The Association shall meet annually at such time and place as may be approved by the Board of Directors. Selection and determination of future convention sites shall be made at least two years in advance.

## **ARTICLE VI**

### Voting

Only Members may vote and hold office. Members, Associate Members, and Honorary Members must be present at a convention to vote on motions that call for a vote by the general assembly.

## **ARTICLE VII**

### Dues

Annual dues shall be paid by all Members and Associate Members. The amount for each classification shall be fixed by a review of the Secretary-Treasurer's report and a three-fourths vote of the Board of Directors. All Honorary Members are exempt from the payment of dues. Upon recommendation from the Secretary-Treasurer and a two-thirds agreement from the Executive Committee, the dues of a Member may be waived, either for a stated or indefinite period. This provision is intended particularly for Members who, because of ill health or other circumstances, find it difficult to make a dues payment. Otherwise, non-payment of dues for two consecutive years shall result in automatic cancellation of membership.

## **ARTICLE VIII**

### Amendments

This constitution may be amended by a two-thirds vote of the Membership at any annual convention after any proposed change or changes have been approved by a three-fourths majority vote of the Board of Directors. At least twenty-four hours must elapse between presentation to the General Membership and a vote by the Members present. Associate

Members will be invited to participate in discussion and voting on amendments that are not applicable to Members only.

**BYLAWS  
Of  
THE AMERICAN BANDMASTERS  
ASSOCIATION**

Section 1. The President shall preside at all conventions of the Association and shall act as the chief officer of the Association during his/her term of office.

Section 2. The President-Elect shall assume the duties of the President in the event of the absence or disability of the President, shall begin the planning for the next convention, and shall act as adviser to the Vice-President in matters of new membership.

Section 3. The Vice-President shall assume the duties of the President in the event of the absence or disability of the President and President-Elect, and shall also serve as Chair of the Membership Committee.

Section 4. The Secretary-Treasurer shall act as the administrative and financial officer of the Association and shall: keep a record of the proceedings at annual conventions of the Association and meetings of the Board of Directors; maintain a complete and accurate roster of Association Membership; receive all dues and other income, and pay all proper bills; keep a complete and accurate record of the financial standing of the Association; distribute an annual financial report to the Association; prepare and distribute the yearly Directory; and oversee the preparation of the convention program. The Secretary-Treasurer shall receive an honorarium to be determined by the Board of Directors.

Section 5. The Board of Directors shall establish guidelines governing the initiatives and authority of the officers and the Executive Committee, and shall ratify or disapprove such actions as it considers appropriate.

Section 6. The Membership Committee shall consist of the officers, the Board of Directors, and all attending Past-Presidents, with the Vice-President as Chair.

Section 7. The Planning Committee for each convention shall consist of the host, the officers, and other members appointed by the President. The President shall act as Chair.

Section 8. The Nominating Committee for each annual convention shall consist of all attending Past-Presidents, with the immediate Past Chair of the Board as Chair. In the event that the immediate Past Chair of the Board is unable to serve, the previous Past Chair shall serve.

Section 9. The Associate Members Committee shall consist of six Associate Members – Chair, Vice-Chair, Secretary, and three members at-large – elected by the Associate Members present at the annual convention. The terms will be for two years; members may be re-elected for an unspecified number of terms. When a committee member's term expires or there is a vacancy for some other reason, the Chair (or in the Chair's absence, the Vice-Chair, Secretary, or delegated committee member) will call for nominations and if there is more than one nominee per vacancy, the voting will be by secret ballot. Should there be a vacancy in the position of Chair, the Vice-Chair shall serve as Chair for the remainder of the term. A nominee need not be at the meeting but must have given prior agreement to serve on the committee if elected.

Section 10. The Enrichment Committee shall examine ways to enhance the mission and activities of the Association. The committee shall consist of six members, each serving a three-year term, with two members appointed annually by the President. The President-Elect shall serve as Chair. The Vice-President shall serve as an ex-officio member.

Section 11. The President may appoint a Parliamentarian to serve at each annual convention who shall be seated on the President's platform for ready access and rulings.

Section 12. The President may appoint committees and individuals as necessary for various functions.

Section 13. These Bylaws may be amended in the same manner as prescribed for amending the Constitution.

## **RESOLUTIONS**

### **Implementing the Constitution and Bylaws**

BE IT RESOLVED that the Planning Committee give consideration to enriching the convention programs and furthering the objectives of the Association by such means as keynote speakers and guest conductors from other than the band field; forums and symposiums on timely and relevant topics with participation by the above guests and ABA members; presentations of papers, clinics and demonstrations on new approaches and developments; and other types of features that may be beneficial to the Association and its members.