

Amendment Recommendations to the Alamo Heights Band Association Constitution and Bylaws

ARTICLE VI – Board of Directors/Officers

Section 1: Composition

The Board of Directors/Officers shall consist of the President, President-Elect, Fundraising Coordinator, Hospitality Coordinator, Membership Coordinator, Corresponding Secretary, Treasurer, and the Director of Bands as an Ex-Officio.

Recommendation: The Board of Directors/Officers shall consist of the President, Operations Coordinator, Fundraising Coordinator, Events Coordinator, Membership/Volunteer Coordinator, Communications Coordinator, Treasurer, and the Director of Bands as an Ex-Officio.

Rationale: The proposed changes in the names of the board positions better reflect the areas of responsibility for that position.

Section 3: Duties

B. President Elect: He/she shall assist the President and perform the duties of the President in his/her absence. He/she shall serve as Parliamentarian. He/she shall appoint and assist the Chaperone Chairperson and the Uniforms Chairperson.

D. Hospitality Coordinator: Shall be responsible for all AHB program related events and assist the Chair but not limited to: Game Day Meals; Food for any concert trips; Concert Refreshments; Senior Recognition; and the Spring Banquet. Appoints Mulepusher Representative for the AHB.

E. Membership Coordinator: Shall coordinate all matters related to membership information and create/manage a database incorporating same. He/she shall handle any correspondence that comes to/from the AHBA to the Members.

F. Corresponding Secretary: Shall serve as Chair of all communications, which shall consist of the AHBA Website, the minutes of the General Membership, the Board of Directors and any meetings of the Officers, and maintain a file of essential records to include minutes and post them on the Association website.

Recommendation:

B. Operations Coordinator: He/she shall assist the President and perform the duties of the President in his/her absence. He/she shall serve as Parliamentarian. He/she shall appoint and assist the Chaperone Chairperson and the Uniforms Chairperson.

D. Events Coordinator: Shall be responsible for all AHB program related events and assist the Chair but not limited to: Game Day Meals; Food for any concert trips; Concert Refreshments; Senior Recognition and the Spring Banquet. Appoints Mulepusher Representative for the AHB.

E. Membership/Volunteer Coordinator: Shall coordinate all matters related the membership information and create/manage a database incorporating same. He/She shall handle any correspondence that comes to/from the AHBA to the

Members. He/She will coordinate all volunteer opportunities necessary for AHB and AHBA events.

F. Communications Coordinator: Shall serve as Chair of all communications, which shall consist of the AHBA Website, the minutes of all meetings of the General Membership, the Board of Directors and any meetings of the Officers, and maintain a file of essential records to include minutes and post them on the Association Website.

Rationale: This change is necessary to reflect the changes in section 1.

Section 4: Vacancies

A. In case of a vacancy in the office of the President, the President Elect shall serve as President for the remainder of the year. The President-Elect position would then be filled by a person nominated by the new President and elected by a majority vote of the Board of Directors.

B. A vacancy occurring in any other elected office shall be filled for the remainder of the year by a person nominated by the new President and elected by a majority vote of the Board of Directors.

Recommendation:

A. In case of a vacancy in the office of the President, the Operations Coordinator shall serve as President for the remainder of the year. The Operations Coordinator position would then be filled by a person nominated by the new President and elected by a majority vote of the Board of Directors.

B. A vacancy occurring in any other elected office shall be filled for the remainder of the year by a person nominated by the new President and elected by a majority vote of the Board of Directors.

Rationale: This change is necessary to reflect the changes in section 1.

Article XI – Parliamentary Order

Robert's Rules of Order (latest edition) shall be the Parliamentary Authority for all matters of procedures not specifically covered by the Bylaws or by specific rules of procedure adopted by the AHBA. The President Elect shall serve as Parliamentarian at all AHBA General Membership, Special Membership and Board of Director Meetings.

Recommendation

Robert's Rules of Order (latest edition) shall be the Parliamentary Authority for all matters of procedures not specifically covered by the Bylaws or by specific rules of procedure adopted by the AHBA. The Operations Coordinator shall serve as Parliamentarian at all AHBA General Membership, Special Membership and Board of Director Meetings.

Rationale - This change is necessary to reflect the changes in section 1.