

The Constitution of the Manitoba Chapter of Music For Children - Carl Orff Canada - Musique pour enfants

***clauses in italics indicate National policies that cannot be changed by a provincial chapter*

Article I

The name of this organization shall be the Manitoba Chapter of Music for Children - Carl Orff Canada - Musique pour enfants hereinafter referred to as the Manitoba Orff Chapter (MOC).

Article II

Purpose

- i. The purpose of the Manitoba Orff Chapter is to provide leadership, mentorship, and advocacy for Music for Children - Carl Orff Canada - Musique pour enfants.
- ii. The purpose of the Chapter is to support. . .
 - affiliation with Music for Children – Carl Orff Canada – Musique pour enfants. MOC provides its president or designate with airfare to the annual Western Presidents Meeting and bi-annually to the National Conference in order to network with and report to the National Executive and other provincial chapters.
 - partnership with the Manitoba Music Educators' Association (MMEA) and its affiliated organizations who in turn advocate for quality music education for Manitoba students.
 - continuing education in Orff pedagogy by providing professional development opportunities (workshops, post-level III nationally endorsed courses, Winnipeg Symphony Orchestra Adventures in Music workshop, and Children's Day).
 - members through its publication Manitoba Modes, distribution of e-news, maintenance of the MOC website, and contributing and providing access to the Helen Neufeld Memorial Lending Library.

- the Orff approach to music education by qualified music educators certified in a three level nationally endorsed Summer Orff Program at a local, national, or international educational institution.
 - teacher education in the Orff approach each year by offering the Helen Neufeld Memorial Scholarship for the Orff certification program, levels II and III, Marcel A. Desautels Faculty of Music, University of Manitoba.
 - excellence in Orff education by offering the Morna-June Morrow Award for Excellence in Music Education in Manitoba.
 - enriched music education in Manitoba through annual Children's Day events provided in both English and French. Students and teachers spend the day with qualified Orff educators learning, experiencing, and sharing music with their peers from around the province.
- iii. All activities of the Chapter shall be carried out without profit to its individual members.

Article III

Membership

(1) Classes and Categories

There are two classes of memberships: ordinary and library.

There are five categories of ordinary membership, namely: individual, student, retired members, corporate, and honorary.

i) Individual, student, and retired members shall have voting privileges and be entitled to one copy of each publication of Modes and Ostinato.

ii) A corporate member has one vote, and therefore a corporate membership allows only one person to attend an event at the membership rate. A corporate member receives three copies of Ostinato and one copy of Modes.

iii) Honorary members shall enjoy full privileges of regular members. Payment of dues and registration fees at workshops and conferences shall be waived.

iv) A library member is not entitled to vote at any general meetings of the membership, but shall be entitled to notice of annual general meetings of the membership. A library member receives one copy of Ostinato and Modes.

(2) Conditions of Membership

i) Membership in the corporation shall be limited to persons interested in furthering the objectives of the corporation and shall consist of those persons (the "Members") whose application for admission as a member has received the approval of the National Executive Board/Manitoba Orff Chapter Executive.

ii) No individual shall be denied admission as a Member because of their age, race, colour, creed, gender, sexual orientation, political beliefs, or physical or intellectual challenge.

(3) Term

The membership for Carl Orff Canada will be evergreen.

i) An evergreen membership will begin on the first of the month in which the monies/application were received by the Chapter or National Membership Secretary. The date the application was received should be written directly on the application by the Membership Secretary. Applications received by Chapter Membership Secretaries should be passed on immediately to the National Membership Secretary.

ii) The membership expiry date (month/year) of each person will be typed on the label which is attached to that member's Ostinato.

iii) The Chapter Membership Secretaries will send out membership renewal reminders 60 days prior to expiry on a monthly basis.

(4) Fees

i) Chapter Membership Secretaries (in accordance with the Agency Agreement) are responsible for processing membership renewals after receiving the applications and receipts from the National Treasurer as soon as possible.

ii) Membership applications may be completed by individual members and sent with the fee directly to the National Treasurer who will forward the application and receipt to the Membership Secretary.

iii) Each chapter shall receive 40% of the annual fee of each of its members, including corporate memberships in their jurisdiction. The other 60% is retained by the national organization. Each chapter has the right to collect any additional local fees to finance activities.

iv) When a fee increase has been decided, a year's notice will be given to commence with the next membership year.

v) The National Membership Secretary will send the official receipt (with membership card) and a bilingual letter of welcome directly to each member.

vi) There will be a mailing surcharge of \$10.00 for any foreign memberships (1996).

vii) If any member fails to pay the membership fee within two months after it has fallen due, the National Executive Board may cancel such membership without prejudice to the member's right to apply for readmission.

Article IV

Fiscal Year

i) The Fiscal Year shall extend from September 1st to August 31st.

ii) The Executive shall appoint a financial reviewer to examine books at the close of each fiscal year.

Article V

Organization of the Manitoba Orff Chapter Executive

i) The management of the Manitoba Orff Chapter shall be vested in an executive. The MOC executive shall consist of the Past President, President, Vice President, Treasurer, Secretary, Program Chair, Publicity Chair, Newsletter Editor, Membership Secretary, Children's Day Chair, Advocacy Chair, Archivist, Website Administrator, and two Members-at-large.

ii) Members of the executive shall be elected at the Annual General Meeting for a term of two years. The Past President, President, and Vice President shall serve for one, two year term. All other members shall serve for no more than two, two year terms in any one office except the archivist and website administrator who are appointed and who may serve for an unlimited number of terms.

iii) The executive shall perform their duties as described in the booklet, "Job Descriptions for the Provincial Executive Members of the Manitoba Orff Chapter".

Article VI

Eligibility to Manitoba Orff Chapter Executive

- i) Any individual member shall be eligible for election to the Manitoba Orff Chapter executive upon being nominated by a member in good standing.
- ii) No corporate member may be eligible for election to the MOC executive.
- iii) A member of the MOC executive may resign his/her duties by delivering a written resignation to the President of the MOC.
- iv) Any single vacancy occurring by reason of any event other than expiration of term shall be filled through appointment by the President in consultation with the MOC executive. The member so appointed shall serve the remainder of the term and shall be eligible for re-election.
- v) In the event an executive member is unable to fulfill his/her duties, the executive may relieve said member of his/her duties with an appropriate motion at an MOC executive meeting.

Article VII

Nomination to the Manitoba Orff Chapter Executive

- i) Prior to the Annual General Meeting in an odd numbered calendar year, the Past President shall determine potential vacancies on the MOC executive for the upcoming term.
- ii) The Past President shall form a nominating committee consisting of Manitoba Orff Chapter executive members for the purpose of drawing up a slate of officers for the coming term.
- iii) This slate of officers shall be presented to the executive for approval prior to notification of the general membership.
- iv) The proposed slate of officers shall be presented to the membership at the time of notification of the Annual General Meeting (AGM).
- v) Additional nominations may be submitted in writing from MOC members to the MOC Past President up to two weeks prior to the commencement of the AGM.
- vi) Where there are more nominations than vacancies for the executive, the chair of the AGM shall conduct a poll by secret ballot.

Article VIII

Meetings of the Executive

- i) Manitoba Orff Chapter executive members are expected to attend all executive meetings. If circumstances do not allow this, then the absent member will give a written or verbal report to the Chapter President prior to the scheduled meeting.
- ii) The MOC executive shall meet at the call of the President as often as may be required for the transaction of business.
- iii) The quorum of the MOC executive shall be eight (8) for 15 executive.

Article IX

Annual General Meetings

- i) The Annual General Meeting of the membership shall be held each year at such time and place as the MOC executive shall determine.
- ii) Notice of such meetings, in writing, shall be given by the Publicity Chair to each member at least one (1) month prior to the date set for the meeting.

Article X

Dissolution

In the event of the dissolution of the Manitoba Orff Chapter, the executive shall first pay any liabilities, and then the remaining funds of the MOC shall be given to Carl Orff Canada to be held in trust until such time as a renewed or different Chapter is formed.

Article XI

Amendments

i) Amendments, revisions, or additions to any part of these by-laws shall be proposed for adoption upon recommendation of the Manitoba Orff Chapter executive.

ii) Such amendments, revisions, or additions to these by-laws must be ratified by a two-thirds vote of those members present at an Annual General Membership Meeting. Notice of the proposed changes shall be circulated, in writing, prior to the date set for the meeting, at which time the amendment is to be presented.

iii) Upon adoption, an amendment immediately becomes part of this Constitution.

KG-Y 02/06/09