

Cornell University Big Red Bands Alumni Association

BYLAWS

Revised October 13, 2006

Article I—Name

The name of this organization shall be the Cornell University Big Red Bands Alumni Association (BRBAA).

Article II—Purposes

The purposes of BRBAA are to ensure the financial stability of the Big Red Bands both in the present and in the future, to preserve the student-run nature of the Bands, to promote interaction among Band alumni and between Band members past and present, and to assist the Bands in the achievement of their goals.

Article III—Membership

The General Membership shall include all alumni of the Big Red Bands and friends invited by the Chair. Any Member of BRBAA shall have the right to vote on any matter presented to General Membership for a vote.

Article IV—Authority

Section 1. The General Membership of BRBAA, at meetings, at the discretion of the Advisory Council, has the authority to create committees to further its purposes of assisting in short- and long-term fundraising, promoting alumni/undergraduate activities and alumni activities, aiding in the selection of a Music Advisor, and selecting Big Red Bands Association Officers.

Section 2. The General Membership of BRBAA, at meetings, has the authority to receive the budget of the Big Red Bands and to authorize BRBAA funding for the Big Red Bands.

Section 3. The General Membership of the Big Red Bands authorizes the Big Red Bands Advisory Council to make any necessary decisions in the time between meetings of the General Membership.

Article V—Officers

Section 1. The officers of BRBAA shall be a Chair, a Vice Chair, a Treasurer, a Resource Chair, an Events Chair, and a Secretary.

Section 2. The Chair shall:

- (a) Administer the affairs of BRBAA;
- (b) Preside at all meetings of BRBAA and the Big Red Bands Advisory Council;
- (c) Coordinate interaction with and any necessary assistance for the student leadership of the Big Red Bands; and
- (d) Appoint four (4) at-large members of BRBAA from the General Membership to the Big Red Bands Advisory Council, subject to the approval of the Advisory Council, by the meeting following the election.

Section 3. The Vice Chair shall:

- (a) Assume duties pursuant to Article V, Section 2 of these Bylaws in the absence of the Chair;
- (b) Serve as a member of all Committees formed pursuant to Article IV, Section 1; and
- (c) Ensure the orderly and expeditious conduct of all BRBAA activities by coordinating the scheduling of all BRBAA events and ensuring full cooperation and coordination among the appropriate officers or chairs in all BRBAA activities.

Section 4. The Treasurer shall:

- (a) Adhere to Cornell University regulations governing the position of Treasurer;

- (b) Oversee the financial accounts of the Big Red Bands and BRBAA;
- (c) Work closely with the Treasurers of the Big Red Bands and the Department of Athletics to oversee the distribution and disbursement of the Big Red Bands and BRBAA funds; and
- (d) Prepare the budget for BRBAA and present it to the General Membership.

Section 5. The Resource Chair shall:

- (a) Develop and execute the overall fundraising strategy for the Big Red Bands;
- (b) Work closely with the Fundraising Chair of the Big Red Bands and the Cornell University Development Office and Department of Athletics Public Affairs to consider sources of funding for both annual needs and special projects; and
- (c) Preside at all meetings of the Endowment Trustee Committee.

Section 6. The Events Chair shall:

- (a) Work closely with the Alumni Relations Chair of the Big Red Bands in the coordination of Homecoming Weekend;
- (b) Coordinate alumni interactions with the Big Red Bands including housing, meals, and social events; and
- (c) Coordinate alumni activities such as Reunion Weekend and other Department of Athletics events.

Section 7. The Secretary shall:

- (a) Record the minutes of the meetings of the General Membership;
- (b) Oversee the distribution of the minutes of the meetings of the General Membership and the meetings of the Big Red Bands Advisory Council in a timely manner; and
- (c) Keep copies of all official BRBAA documents.

Section 8. All of the Officers shall be elected at the Homecoming Meeting of the General Membership for a term of two years beginning on the first of January of the following year. The term of the at-large members of the Big Red Bands Advisory Council shall coincide with the term of the appointing Chair.

Section 9. A Nominating Committee, chaired by a current officer of BRBAA as appointed by the Chair, shall be established by the Big Red Bands Advisory Council before the Homecoming Meeting at which new officers are to be elected. The Nominating Committee shall present to the Homecoming Meeting of the General Membership a list of the offices of BRBAA and the Members nominated to serve the respective terms. The Nominating Committee shall have the authority to establish rules and procedures necessary to execute its responsibility.

Section 10. Provided a quorum exists at the Homecoming Meeting of the General Membership following the appointment of the Nominating Committee, the affirmative vote of two-thirds ($\frac{2}{3}$) of the Members present is required to confirm the nominated slate.

In the event that the slate is not confirmed, the Chair shall preside over open elections following the order of enumeration listed above. The floor shall be opened for nominations. Each nominated candidate will be permitted to make a five-minute speech. The Members who are present shall then vote for one candidate. The candidate who receives the majority of the votes shall be elected. If no candidate shall receive a majority, then the candidate with the lowest number of votes shall be removed from consideration, and votes recast.

Section 11. In the event that an officer is unable to complete a term in office, the Chair shall appoint a Member to assume the office for the remainder of the term.

Article VI—Big Red Bands Advisory Council

Section 1. The Big Red Bands Advisory Council shall attend to the business of BRBAA between meetings, and shall report to BRBAA at the Annual Meeting.

Section 2. The Big Red Bands Advisory Council shall comprise from BRBAA the officers and at-large directors; from the Big Red Marching Band the Head Manager, Drum Major, and Treasurer; from the Big Red Pep Band the Pep Band Manager and Treasurer; and from the University the Director of Athletics or his/her designee, the Chair of the Music Department or his/her designee, the Bands Advisor, and the Music Advisor.

Section 3. The Advisory Council shall meet when necessary with reasonable notice and at least two times each year. Advisory Council resolutions shall be passed if agreed upon by a majority of the members present without opposition by a representative of the Department of Athletics. The Advisory Council may vote by mail, e-mail, or telephone on specific questions provided, in each case, that two-thirds of the Advisory Council votes and no member objects to the method used.

Article VII—Endowment Trustee Committee

Section 1. The Endowment Trustee Committee shall act as the financial steward of the Bands' endowment funds.

Section 2. The Endowment Trustee Committee shall comprise from BRBAA the Resource Chair, Chair, Vice Chair, Treasurer; from the Big Red Marching Band the Head Manager and Fundraising Chair; from the University the Director of Athletics or his/her designee; and three at-large Trustees.

Section 3. The Endowment Trustee Committee shall meet when necessary with reasonable notice.

Section 4. The Endowment Trustee Committee shall make recommendations regarding the Big Red Bands' Endowment Fund including distribution and allocation among operating, short-term, and long-term accounts and shall foster alumni involvement in fundraising activities. The Endowment Trustee Committee shall be chaired by the Resource Chair of BRBAA. If the Resource Chair cannot be present at a meeting, then the Chair of BRBAA shall preside over the meeting. Endowment

Trustee Committee resolutions shall be passed if agreed upon by two-thirds ($\frac{2}{3}$) of the Trustees and without opposition from a representative of the Department of Athletics.

Section 5. The Endowment Trustee Committee shall each year nominate one individual to serve a three-year term beginning on the first of January of the following year. The nominee shall be confirmed by a majority of the Homecoming Meeting of the General Membership.

Article VIII—Meetings

Section 1. The General Membership of BRBAA shall meet once a year, with reasonable notice, during Homecoming Weekend.

Section 2. A quorum shall consist of fifteen (15) members, and shall include a majority of the officers of BRBAA.

Article IX—Parliamentary Authority

The rules contained in the most current edition of *Robert's Rules of Order Newly Revised* shall govern the meetings of the General Membership in all cases to which they are applicable and in which they are not inconsistent with this Constitution or any special rules of order the General Membership may adopt.

Article X—Amendment

Any provision of these Bylaws may be amended or deleted upon a two-thirds ($\frac{2}{3}$) vote of the Members present at a meeting of the General Membership, provided that due notice of the proposed change has been given, in writing, to the General Membership.