BYLAWS OF THE _______ (club) ________

ARTICLE I -- NAME
This organization shall be known as the _______(club)________, and shall be affiliated as a component part of the _____(State)____ Federation of Music Clubs and the National Federation of Music Clubs.

ARTICLE II -- OBJECT
The object of this organization is to bring into working relations with one another, music clubs and other musical organizations and individuals directly or indirectly associated with musical activity for the purpose of developing and maintaining high musical standards; and aiding and encouraging musical education; and the promotion of American music and American artists throughout America and other countries; and to cooperate with the National Federation of Music Clubs in the specific plans for the advancement of music.

ARTICLE III – NON-PROFIT STATUS
Section 1. This organization shall not carry on any activities not permitted while exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code, or while contributions received are deductible under Section 170(c)(2) of the Internal Revenue Code, or not permitted under corresponding sections of any future federal tax code. No substantial part of the activities of this organization shall involve attempting to influence legislation, or participation in, or intervention in any political campaign on behalf of or in opposition to any candidate for public office. The net earnings of this organization shall not benefit or be distributed to its members, trustees, officers, or other private persons, except as reasonable compensation for services rendered and as payments and distributions in furtherance of the purposes set forth in Article II.

Section 2. In the event of the dissolution of this organization, any funds remaining in the treasury after payment of any outstanding debts shall be contributed to the _____(state)____ Federation of Music Clubs if it is 501(c)(3) exempt, or to the National Federation of Music Clubs, or to another 501(c)(3) organization with similar objectives and goals.

ARTICLE IV -- MEMBERSHIP
Any organization, musician or individual interested in the advancement of music, upon application and payment of dues, may be admitted into membership in the _______(club)________ in accordance with the classification and ratification of membership as provided for by the Bylaws of this organization and the National Federation of Music Clubs.

ARTICLE V -- OFFICERS
The officers of the _______(club)____ shall be a President, Vice-President, a Recording Secretary, a Corresponding Secretary, and a Treasurer.
ARTICLE VI -- ADMINISTRATION
The administration of this organization shall be vested in the hands of an Executive Committee and a Board of Directors, the meetings of which shall be as provided for in the bylaws of this organization.

ARTICLE VII -- MEETINGS
There shall be an annual meeting and regular meetings during the year as established in the Bylaws of this organization.

ARTICLE VIII -- AMENDMENTS
This constitution may be amended at any meeting of the _______(club)_______ by a two-thirds vote of those present and voting, provided the proposed amendments have been submitted in writing and read at the meeting preceding the meeting at which they are to be considered.

The bylaws must state the date they were adopted by the membership.

Other Items that should be addressed in the Bylaws or as Standing Rules.

The financial year for the organization, either calendar year or a specified fiscal year (ex July 1 thru June 30).
Requirement for periodic review of the bylaws (at least every five years).
Duties of the Officers.
Deadline for presenting the new slate of officers.
Term of office for the officers.
Date when officers assume their duties.
Members of the Board of Directors and Executive Board.
Quorum for meetings.
Process for establishing the dues.
Timeline for treasurer to turn over records to the new treasurer.
Requirement for periodic audit of financial records.

If the club plans to apply for 501c(3) status under the NFMC Group exemption the first three articles must be used verbatim.

A copy of the approved bylaws are sent to the FFMC Bylaws Committee Chair:

Philip LeGrand
25 Ridgelake Drive
Mary Esther, FL 32569
850.527.4200
pjlegrand@cox.net