

**Tri-M Music Honor Society
Marlborough High School Chapter 5248
Bylaws**

Article I---Chapter Name and Location

The name of this chapter will be known as:
Tri-M Music Honor Society Chapter 5248 at Marlborough High School.

Article II---Division

This Chapter will be a senior chapter of the Tri-M Music Honor Society.
Members will be senior division members of Tri-M.

Article III---Purpose

The purpose of this chapter will be to:

1. Strengthen our school's music program through service
2. Encourage students to work together as a unified body
3. Spread awareness of possibilities within the music program and encourage participation (i.e. coming to concerts)
4. Support music association in all ways possible
5. Recognize our members' musical achievements
6. Help our members reach their full musical potential
7. Focus public attention on our school's music program through performance and community service

Article IV---General Powers

The Tri-M chapter participants are limited to the powers vested to them by MENC, the Tri-M Program Guidelines, and these bylaws.

In any matter not provided for in the Tri-M program Guidelines, these chapter bylaws, or by local, state, or federal law, Tri-M Chapter 5248 at Marlborough High School will act by majority vote of those present at any annual, regular, or special meeting.

As a program of Marlborough High School, this Tri-M chapter understands that the principal and school administration have the power to veto any local Tri-M decisions.

Only MENC has the power to amend or revise the Tri-M program Guidelines.

Article V---Membership

Section One---Membership Classes

Members shall be Active, Alumni, or Honorary.

Section Two---Active Membership

A. Requirements

Candidates for active membership must:

1. Have participated for at least one year in the school's music program
2. Have received a grade of B+ or higher in their ensemble(s) for the overall year prior to membership candidacy
3. Have maintained an academic average of B or higher for the overall year prior to membership candidacy
4. Demonstrate outstanding musicianship, leadership, service, and character
5. Receive a recommendation for membership from his/her ensemble director

Each year, students will be considered for membership to Tri-M based on their demonstration of the above qualities. Candidates will be offered recommendations from their ensemble directors and will then interview

with the chapter advisor, president, and one additional Tri-M member to ensure that the candidates expectations of Tri-M membership align with the organization's constitution and purposes.

B. Public Notice

Written documents shall be posted for all musical program members to see, including the selection procedure and guidelines for acceptance into the Tri-M program.

C. Lapsed Membership

Members and their eligibility for Tri-M membership shall be reviewed on an semi-annual basis by the chapter advisor to consider their continued participation in the Tri-M program.

Lapsed membership is defined as minimal membership to the organization. Lapsed members do not lose their privilege to wear Tri-M insignia, but may not vote until reinstatement has been confirmed.

Any Tri-M member who does not maintain the following standards will be considered to be in lapsed membership:

1. 10 hours of approved music-related community service per semester
2. B+ overall music average
3. B overall academic average
4. Maintain character ideals and remain within good standing in the ensemble and school
5. Attend regular Tri-M meetings (2 unexcused absences will result in lapsed membership)

D. Dismissal

Dismissal is a permanent revocation of Tri-M membership without the option of reinstatement unless overturned by an appeal.

Dismissal is warranted by a flagrant violation of school rules or criminal law. A member may be dismissed without warning. A written documentation of the dismissal procedure shall be available to interested parties.

A student in lapsed membership who does not make significant progress towards reinstatement may be dismissed.

Any member who is dismissed shall surrender all Tri-M insignia to the chapter advisor.

E. Dismissal Appeal

A member who has been dismissed may appeal the decision. The member should first submit a written appeal to the music department coordinator. If no solution is found, the student may the bring the appeal to the school principal for review.

Section Three----Alumni Membership

Upon graduation, active members shall become alumni members. Alumni members are welcome at all meetings and functions, but have no voice or vote in chapter affairs.

Section Four----Honorary Membership

The chapter may award honorary membership in recognition of achievement and/or outstanding service rendered to the chapter in keeping with the purpose of the Tri-M Music Honor Society. Honorary members are welcome at all meetings and functions, but have no voice or vote in chapter affairs.

Article VI---Executive Committee

Section One----Committee Members

The executive committee of this chapter will consist of a chapter advisor and student officers.

Section Two----Chapter Advisor

The chapter advisor of this chapter shall be a teacher in the music department at Marlborough High School.

Section Three----Student Officers

The student officers of this chapter will include a president, vice president, secretary, treasurer, historian, and publicity chairperson.

Article VII--Duties of the Executive Committee

Section One----Chapter Advisor

The advisor of this chapter will act as supervisor, guide, and counselor in all matters pertaining to chapter operations. The advisor will attend all executive committee and chapter meetings and will help officers fulfill their respective duties, including maintaining chapter records and submitting chapter fees with the proper forms. The chapter advisor will act as necessary for chapter operations in all matters not provided for in the bylaws.

Section Two----President

The chapter president will lead the members toward the attainment of the goals of this chapter and of the Tri-M Music Honor Society. The president will preside at all meetings of the chapter and of the executive committee. The president and the other officers will conduct the induction ceremony for new members and will hold an election to appoint new officers to preside the following year. The chapter president is a non-voting member unless his/her vote settles a tie.

Section Three----Vice President

The vice president of this chapter will preside at all meetings of the chapter in the absence of the president, and it will be his or her duty to assist the president. If programs, special projects, or activities are planned in addition to the membership presentation ceremony, the vice president will also serve as program chairperson. The vice president helps to organize and post service on the board. The vice-president will also be responsible for drafting an agenda, approved by the executive committee prior to each meeting.

Section Four----Secretary

The secretary of this chapter will be responsible for all correspondence of the chapter and will keep an accurate record of attendance, minutes, and all transactions and meetings of the chapter.

Section Five----Treasurer

The treasurer of this chapter will keep an accurate record of all monies received and disbursed, any membership fees paid to the honor society (if any), and all membership pin emblems, cards, certificates, and insignia items secured from the national office. The treasurer will report at each meeting the receipts, disbursements, and cash balance on hand. The chapter advisor should make an audit of the treasurer's records at the end of each semester.

Section Six----Historian

The chapter historian shall keep a comprehensive record of all programs presented by the chapter and its members, including pictures and news clippings; and be responsible for compiling the chapter's entry for the Chapter of the Year.

Section Seven----Social Chairperson

The social chairperson of this chapter shall head all publicity campaigns and shall create all general advertisements for the club and/or music programs.

Article VIII--Nomination and Election of Officers

During a spring meeting, the president will appoint a nominating committee of three who will propose a slate of officers for the coming year and present it at the following meeting. Nominations may also be made from the floor. The candidates will be elected by a majority ballot vote. New officers for the coming year will be installed before the close of the school year in which the election takes place. The President will open for nominations.

Article IX--Vacancies on the Executive Committee

Vacancies occurring on the executive committee during the school year will be filled on a temporary basis with chapter members selected by the chapter advisor. Temporary executive committee assignments are valid only until the next meeting of the chapter, when an election will be held to fill such vacancies.

Article X--Meetings

Section One--- Planning

The executive committee will meet in advance to outline scheduled meetings.

Section Two---Times

Regular meetings during the school year shall be on days designated by the executive committee and in accordance with school policy and regulations.

Section Four---Voting

All members may attend scheduled meetings. No meeting may be held unless the chapter advisor is present. Only the chapter advisor and active student members have a voice or vote in chapter affairs.

Section Five---Special Meetings

The chapter president or other designated student leader may call special meetings approved by the advisor and executive committee.

Section Six---Meeting Decorum

Meetings shall be conducted according to *Robert's Rules of Order, Newly Revised (Perseus Publishing)* in all points not expressly provided for in the Tri-M Program Guidelines or these chapter Bylaws.

Article XI---Induction Ceremony

This chapter will hold at least one public induction ceremony/ceremonies each school year as planned by the executive committee. All induction ceremonies will be held after school hours with parents, friends, school officials, faculty members, and other students in the music department invited.

Article XII---Bylaw Ratification

Bylaws must be approved by the chapter advisor and school administration and receive a two-thirds affirmative vote from chapter members to be ratified as law of the organization.

Article XIII---Amendments

The chapter shall regularly review these bylaws and amend or revise them if they do not meet the current needs of the chapter. Any amendment or revision must be consistent with the Tri-M Program Guidelines.

Any member may submit minor revision drafts to the Executive Committee for consideration.

A specially appointed bylaws revision committee shall draft major revision committee shall draft major revisions or complete bylaw rewrites.

Revision proposals must be passed by an Executive Committee majority vote to be presented to the chapter membership for a vote.

When the Executive Committee passes a revision proposal with a majority vote, that revision proposal shall be presented to the chapter in written form prior to chapter vote for adoption as chapter law. Proposed amendments or revisions require a two-thirds affirmative vote by *present* chapter membership and school administration approval for adoption.