

**Hillsborough County Secondary Music Council  
By-Laws**

**MEETINGS**

- I. General Membership     The General Membership shall meet periodically throughout the school year on dates set aside for professional meetings according to the Hillsborough County Schools calendar. Location of said meetings shall be decided by the Executive Board.
- II. Executive Board        The Executive Board shall meet as needed throughout the school year.
- III. Advisory Committee:   The Advisory Committee shall meet at the discretion of the Executive Board. Time and location of said meetings shall be decided by the Executive Board.

**ADVISORY COMMITTEE**

- I. The Advisory Committee shall function in the following manner:
  - A. Shall act as a liaison between the Executive Committee and the general membership;
  - B. Shall disburse information to the general membership on matters pertaining to the Council and/or the Secondary Music Instructional Program of the Hillsborough County Public School System;
  - C. Shall revive input from individual members in matters of concern or information;
  - D. Shall receive input, disburse, or act upon any other matters affecting the Council, the General Membership, or the Secondary Music Instructional Program of Hillsborough County Public School System which is no otherwise delegated to any other agency or individual.

**NOMINATION AND ELECTION OFFICERS**

- I. The Executive Board shall submit to the General Membership, a slate of nominees for the offices of President Elect, Secretary, and Treasurer, one (1) month prior to the final Council meeting.
- II. Additional nominations may be made from the floor at the time of the general vote, provided the nominee has given prior approval to his/her nomination.
- III. Voting for officers shall be done by show of hands, the candidates (if there is more than one for an office) being absent from the room. The candidate receiving the majority of votes cast shall be elected in each case.
  - A. In case the slate of officers is unopposed, the motion may be made that the Secretary cast a unanimous ballot, electing the entire slate.
- IV. New elected officers shall be installed at this, the final meeting of the school year.

## **VACANCIES**

- I. In the event of a vacancy in any elected office of the Council, because of resignation or incapacity to carry out the duties of said office, the Executive Board shall declare the office vacant, and appoint a temporary replacement to carry out the duties of said office for the remainder of the school year.

## **AMENDMENTS**

- I. These By-Laws shall be amended in the following manner:
  - A. The Executive Board may propose to the Advisory Committee any amendment(s) to these By-Laws.
  - B. The Advisory Committee itself may propose any amendment(s) to these By-Laws.
  - C. The general membership shall be notified of said proposed amendment(s) within thirty (30) days from time of introduction to the Advisory Committee.
  - D. The proposed amendment(s) shall become part of the By-Laws upon approval by two-thirds (2/3) of the Advisory Committee.