

1 BYLAWS
2 OF
3 THE IOWA CITY NEW HORIZONS BAND
4 Founded in 1995
5

6 WHO WE ARE

7 Founding director of the Iowa City New Horizons Band, Don Coffman, professor and
8 head of Music Education at The University of Iowa, envisioned the Band as an
9 opportunity for adults to learn or reacquaint themselves with wind and percussion
10 instrumental music. Dr. Coffman also hoped it would influence his undergraduate
11 music education and graduate students “to awaken (to) the notion that eventually their
12 careers can extend beyond the classroom, that they can build closer connections
13 between schools and communities.” The Iowa City New Horizons Band subscribes to
14 the national philosophy of the New Horizons International Music Association founded
15 by Roy Ernst in 1991. Ernst believed that “anyone can learn to play music at a level
16 that will bring a sense of accomplishment and the ability to perform in a group.” With
17 respect to the style of instruction, the Iowa City New Horizons Band subscribes to
18 another Ernst principle, “the style of instruction must be completely supportive and
19 free of competition and intimidation.” Ernst concludes, “Your best is good enough,”
20 and the Iowa City New Horizons Band members agree.
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22 **Article I. Name** - The name of this voluntary association shall be The Iowa City New
23 Horizons Band (ICNHB).
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25 **Article II. Mission** - The ICNHB provides the opportunity for all persons age 50 and older to
26 learn and make music. In addition to the band itself, the ICNHB will encourage entry-level
27 group-music opportunities for members and nonmembers alike and facilitate the many current
28 self-formed ensembles and those that will emerge.
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30 **Article III Administration** – The affairs of the ICNHB shall be administered by the Steering
31 Committee. Partner organizations may be utilized to help with financial and personnel
32 administrative services and rehearsal and performing venues that are in the best interests of the
33 band and meet the band’s needs.
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36 **Article IV. Membership** -- Membership shall be open to all persons age 50 and older
37 participating in the ICNHB. Members are those whose fees are current.
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39 **Article V. Steering Committee**

40 Section 5.1 - The Steering Committee shall consist of six members elected from the ICNHB
41 membership for staggered terms of three years with two members elected each year. The
42 newly elected Steering Committee members shall assume their duties upon being elected. The
43 duties of the Steering Committee include but are not limited to choosing the music director(s),
44 facilitating the selection and employment of the student directors, authorizing expenditures,

45 maintaining ICNHB-owned music and equipment, orienting members, setting fees and
46 scholarship policies, and selecting partner organizations to facilitate administrative and facility
47 needs.

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49 Section 5.2 - Vacancies on the Steering Committee shall be filled for the unexpired terms by
50 vote of the members of the Committee.

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52 Section 5.3 - A majority of the membership of the Steering Committee shall constitute a
53 quorum.

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55 **Article VI. Officers**

56 Section 6.1 - The Steering Committee shall elect from its own membership a Chair and a
57 Secretary for one-year terms beginning upon their election. A Treasurer may be elected from
58 among members of the Steering Committee or appointed from the larger membership of the
59 ICNHB. If appointed at large, this person will serve at the discretion of the Steering
60 Committee without a determined specific length of office and will not have a vote on the
61 Steering Committee.

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63 Section 6.2 - The Chair shall convene all meetings of the Steering Committee of the ICNHB
64 and serve as the primary liaison with the music leadership and affiliated partners. Should the
65 Chair not be able to convene a meeting, another member of the Steering Committee shall do
66 so.

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68 Section 6.3 - The Chair, with the approval of the Steering Committee, shall appoint such
69 committees as will further the mission of the ICNHB. The Chair, with advice and consent of
70 the Steering Committee, may appoint other individuals to fulfill ICNHB responsibilities as
71 needed.

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73 Section 6.4 - The Secretary shall maintain minutes of meetings as well as maintain the
74 membership roster, the equipment inventory, and records of the bylaws for the ICNHB.

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76 Section 6.5 - The Treasurer will collect fees and serve as the primary liaison to appropriate
77 partner organizations on all financial matters. With input from the Steering Committee and
78 Music Director, the Treasurer will develop a budget, provide oversight to its administration,
79 and make financial reports to the Steering Committee and to the ICNHB at its annual meeting.

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81 **Article VII. Meetings of the Iowa City New Horizons Band**

82 Section 7.1 - The Steering Committee shall arrange a meeting annually for electing the
83 Steering Committee and additional meetings as needed or requested by five or more members
84 by petition.

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86 Section 7.2 - The ICNHB may conduct its business, including elections and voting, via
87 electronic communication using the Internet. If this option is utilized, those without email or
88 access to electronic communication shall be provided a printed version of the communication.

89 Section 7.3 - A quorum for conducting ICNHB business is a majority of the current members
90 as certified by the Treasurer; if a vote is conducted electronically, a quorum would be reached
91 once 50 percent or more of the members submit votes.

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93 **Article VIII. Elections** - Each year prior to the annual meeting the Chair, with the approval of
94 the Steering Committee, shall appoint a nominating committee, which then shall select
95 candidates for the Steering Committee. The names of the nominees shall be published no later
96 than fifteen (15) days prior to the annual meeting. Additional candidates may be nominated
97 from the membership by petition signed by not fewer than five members and filed together
98 with written acceptance from the nominees with the ICNHB Chair or Secretary at least one
99 week in advance of the meeting at which the election will be held. These additional nominees
100 will be included on the ballot presented at the annual meeting. Elections shall be held at the
101 annual meeting. No provision will be made for absentee ballots.

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103 **Article IX. Fees** – Fees may be charged to members of the ICNHB and its associated
104 ensembles to pay for music directors, music, and any other items that are necessary for the
105 band and its associated ensembles. Fees will be payable upon notice.

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107 **Article X. Music Director** - The Music Director will lead the Iowa City New Horizons Band
108 and serve at the discretion of the Steering Committee. Two or more individuals may share this
109 responsibility. The duties of the Music Director include but are not limited to conducting
110 rehearsals and performances, selecting music, serving as a liaison with other musical
111 organizations, identifying and overseeing the student instructors, and overseeing ICNHB
112 sponsored programs including entry-level opportunities. The Music Director is a nonvoting
113 member of the ICNHB and is invited to attend meetings unless matters of personnel or other
114 confidential matters are to be discussed; the determination shall be made by the Steering
115 Committee.

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117 **Article XI. Parliamentary Authority** - The Parliamentary authority shall be the current
118 edition of *Robert's Rules of Order*.

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120 **Article XII. Amendments** - Amendments to these bylaws may be proposed by the Steering
121 Committee or by petition signed by not fewer than five members. Amendments shall be
122 presented at a called meeting of the ICNHB. Notice of the proposed amendments shall be
123 provided to members at least fifteen (15) days in advance of the ICNHB meeting.
124 Amendments to the bylaws shall be adopted by a majority vote of the members when a quorum
125 is met (see Section 7.3).

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127 **Article XIII. Facilitating Actions** - These **bylaws shall go into effect upon adoption.**

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130 Approved by the Members of the Iowa City New Horizons Band on June 24, 2011

131 Amended by the Members of the Iowa City New Horizons Band on May 10, 2012

132 Amended and Approved by the Members of the ICNHB on October 20, 2015