



GUILD OF TEMPLE MUSICIANS
An Affiliate of the American Conference of Cantors

CONSTITUTION AND BY-LAWS

May 2019

CONSTITUTION and BY-LAWS
of the
GUILD OF TEMPLE MUSICIANS

July 1 1992
Updated 22 May 2019
Approved by the GTM Board 5/22/2019

CONSTITUTION

ARTICLE I: Name

This organization shall be known as the Guild of Temple Musicians, hereinafter referred to as the GTM.

ARTICLE II: Affiliation

The GTM shall be an affiliate of the American Conference of Cantors (hereinafter referred to as the ACC) as recommended by the Executive Board of the ACC, ratified by its General Assembly, and approved by the Board of the UAHC on June 27, 1989. (See ACC Constitution and By-Laws of June 27, 1989--Article V.)

1. The GTM shall agree to adhere to all Constitutional regulations and By-Laws of the ACC.
2. The President of the GTM shall be a member of the ACC Executive Board with voice and vote. **Other officers of the GTM shall be voiced but non-voting members of the ACC Executive Board.**

ARTICLE III: Purpose

The purpose of the GTM is:

1. To encourage research and development of synagogue music of the past, of the present, and for the future.
2. To serve as a central agency for the polling of ideas and materials for those working in the field of Jewish music.

3. To serve as an educational tool to raise the standards of Jewish music and to acquaint musicians with the richness of the Jewish musical tradition through newsletters, workshops, and conventions.
4. To keep members abreast of current developments and trends in the field.
5. To raise and maintain the professional standards of the membership of the GTM.
6. To act as an advocate for the professional concerns of the membership.

ARTICLE IV: Membership

Section 1: All applications for membership shall be submitted to the Vice President for Membership.

Section 2: Membership shall be open to those serving in musical positions within a congregation--Jewish or non-Jewish, employed or volunteer. Other congregational leaders are also eligible for membership. All religious officiants must be Jewish.

Section 3: Members in good standing shall be defined as those whose dues are current.

ARTICLE V: General Assembly

Section 1: The business of the GTM shall be conducted at the General Assembly, which shall be convened annually.

Section 2: Should an issue arise that needs resolution before the General Assembly convenes, the Executive Board can decide to conduct such business through ballot by **postal and/or electronic** mail with members in good standing.

Section 3: Only members of the GTM in good standing shall have a right to vote at the General Assembly.

Section 4: Twenty-five members in good standing shall constitute a quorum.

Section 5: Meetings of the General Assembly shall be conducted in accordance with parliamentary usage as set forth in the latest revised edition of *Robert's Rules of Order*.

ARTICLE VI: Amendments

Section 1: This Constitution may be amended by a two-thirds vote of the members in good standing, either at the General Assembly or by **postal or electronic** mail.

Section 2: If the vote is by mail, two-thirds of the ballots returned shall constitute passage. If the vote is at the General Assembly, two-thirds of those members present and in good standing shall constitute passage.

Section 3: Such amendments may be initiated and/or presented to the Constitution Committee by any member in good standing. Upon the recommendation of the Constitution Committee, the Executive Board may submit said amendment to the voting membership 30 days in advance of the date of action.

BY-LAWS

ARTICLE I: Officers

Section 1: The Executive Board of the GTM shall be comprised of 1 President, 5 Vice-Presidents, 1 Treasurer, 1 Secretary, and the immediate past President.

Section 2: The Board of Trustees of the GTM shall be comprised of 5 members at large and 7 representatives from 7 predetermined diverse geographical areas.

Section 2: Each officer shall be elected for a term of two years.

Section 3: If any office shall become vacant for any reason, the Executive Board may, by majority vote of those present, choose from among the regular membership, a successor for the unexpired term.

ARTICLE II: Election of Officers

Section 1: Elections shall be held biennially.

Section 2: A Nominating Committee of members in good standing of the GTM shall be appointed by the President with the advice and consent of the Executive Board.

Section 3: The Nominating Committee shall present a slate of officers to the Executive Board, and then distribute it to the general membership in January preceding the elections.

Section 4: Any additional nominations may be made by a petition signed by five members in good standing of the GTM provided that said nominations be received by the Nominating Committee by April 15.

Section 5: Ballots shall be mailed distributed to the membership in May. Election shall be by majority of the ballots returned.

Section 6: New officers shall assume their duties at the General Assembly.

ARTICLE III: Executive Board and Executive Committee

Section 1: The Executive Board shall meet at least twice a year at such time and place as the President shall designate. Failure by a Board member to attend any two consecutive Board meetings may be grounds for removal from the Board by a majority vote of the Board.

Section 2: The Board of Trustees shall meet at the discretion of the President and ~~If the President determines that the circumstances require, the Board of Trustees~~ may meet by conference call. In such cases any decisions shall stand by majority vote.

Section 3: The President shall have the authority to establish standing and *ad hoc* committees, and members and chairs.

ARTICLE IV: Duties of the Officers

Section 1: The President

- a. shall be the chief executive officer of the GTM. He or she shall preside at meetings of the Executive Board and the Executive Committee.
- b. shall preside at the meetings of the General Assembly.
- c. shall represent the GTM in all external matters, i.e. UAHC, URJ, ACC, CCAR, JCSM.
- d. In the absence of the President, the President or the Executive Board shall designate a Vice-President to act as President.

Section 2: The Vice-Presidents

- a. The Vice-Presidents of the GTM shall perform duties prescribed by the President. They shall be in the following categories:
 - Education
 - Finance
 - Ways and Means**
 - Public Relations**
 - Membership
 - Conventions**
 - Communication**
 - Special Projects (including the Ben Steinberg Young Composers Award)**
- b. In the event that the office of President becomes vacant, the Executive Board shall elect one of the Vice-Presidents to fill the unexpired term of the President. **The office of Vice-President shall be appointed by the Executive Board to fill the unexpired time. The Executive Board shall appoint a replacement for this Vice-President to fill the unexpired term.**
- c. **The Vice-President for Finance shall keep records of all receipts and disbursements of the GTM, approve disbursements of monies, and report on the financial condition of the GTM at each regular meeting of the Executive Board and annually to the General Assembly.**

Section 3: The Secretary

- a. shall record the minutes of the Executive Board, Board of Trustees, and General Assembly.
- b. shall maintain an orderly file of all correspondence of the Executive Board, Board of Trustees, and General Assembly.
- c. shall be responsible for the publication of ballots and all other official notices of the membership.

Section 4: The Treasurer

- a. ~~shall cause to be kept records reflecting all receipts and disbursements of the GTM, collect and disburse all monies, and shall submit a written report of the financial condition of the GTM at each regular meeting of the Executive Board and annually to the General Assembly.~~

ARTICLE V: Expulsion of Executive Board Members

Any Officer of the GTM who fails to attend two consecutive board meetings or does not pay dues, may be removed from office by a two-thirds vote of the Executive Board.

ARTICLE VI: Fiscal Year

The Fiscal year shall begin on ~~July~~ August 1 each year and end on ~~June 30~~ July 31 of the following year.

ARTICLE VII: Dues

Section 1: Annual dues for all members of the GTM shall be proposed by the Executive Board and ratified by a simple majority vote of the General Assembly.

Section 2: The dues shall begin on ~~July~~ August 1 and end on ~~June 30~~ July 31 of the following year. ~~New membership dues shall be pro-rated from the time of joining the GTM until July 1.~~

Section 3: ~~Members shall be sent an annual renewal statement by the Treasurer or a duly appointed agent sixty days before the end of the dues year. A second reminder shall be sent to all members who are in arrears ten days after the new dues year has begun. All members who remain in arrears thirty days after the beginning of the new dues year shall automatically be suspended from membership in the GTM and shall be so notified by the Treasurer or duly appointed agent. GTM dues will be collected annually from August 1 to October 31. Dues may be paid online or by sending a check to the ACC-GTM office. Dues renewal statements will be sent from the ACC-GTM office during the first week of August. Members who do not renew within the designated time will have their memberships and privileges suspended.~~

Section 4: Any member who has been suspended for non-payment of dues, and wishes to be reinstated within one year from date of suspension, may be returned to active membership by payment of a full year of dues.

Section 5: A member who has been suspended for non-payment of dues, or for any other reason, shall forfeit voting privileges and benefits of the GTM.

ARTICLE X: Amendment of By-Laws

Section 1: These by-laws shall be reviewed no less than every five years.

Section 2: The Executive Board shall determine the most effective way to structure such review.

Section 3: Amendment, when necessary, shall be by the same process as amendment to the Constitution.