

*By-Laws of the American Union of Swedish Singers
As adopted in Minneapolis, MN on June 24, 2000
And amended summer 2002, summer 2006 and 2010*

ARTICLE I
Name and Object

Section 1 This Organization shall be known as American Union of Swedish Singers (Svenska Sångarförbundet I America). Under this name it is incorporated under the laws of the State of Illinois as a non-profit corporation.

Section 2 Its objectives shall be:

- a)* To promote and perpetuate Swedish choral singing, a knowledge of Swedish songs, and to cultivate an appreciation of Swedish music.
- b)* To work for unity and cooperation between Swedish choruses in the United States and Canada.
- c)* Through contact with the Svenska Sångarförbundet in Sweden, keep up to date with songs used and popular in Sweden, and to promote exchange between choruses in the United States and Sweden.
- d)* To encourage the perpetuation of the A.U.S.S. through the development and admission of new choruses.

ARTICLE II
Divisions

Section 1 The A.U.S.S. shall be composed of appropriate geographical districts known as Divisions

Section 2 Boundary lines between the Divisions as well as the number of same may be changed at the National Convention provided the choruses affected by such a change submit their proposal in a resolution formally discussed and approved at their Division Convention

Section 3 Divisions of the A.U.S.S. are as follows:

- a)* Eastern Division: Choruses in New York, the New England states, Pennsylvania, New Jersey, Delaware, Maryland, Washington, D.C., Virginia, West Virginia, North and South Carolina, and Georgia.
- b)* Central Division: Choruses established between the have above mentioned Eastern states and the Rocky Mountains, including all Mid-West states and Florida.
- c)* Western Division: Choruses in the states West of the Rocky Mountains.
- d)* Canadian choruses will be accommodated division-wise by extending northward the boundaries of the Central Division.
- e)* The Executive Board may place a chorus in a Division other than its geographically assigned region for a satisfactory reason.

ARTICLE III
National Conventions and Singing Festivals

Section 1 The A.U.S.S. shall meet in a National Convention and Singing Festival every fourth year and the Division Conventions shall be held in the intervening years.

Section 2

At National Conventions all questions pertaining to the affairs of the organization shall be considered and acted upon by duly elected delegates.

Section 3

A Grand Concert and a Banquet shall be arranged and promoted at every National and Division Convention, unless the delegates meeting at the National Convention or the Executive Board direct otherwise.

Section 4

The program for the Grand Concert shall be one-half in the Scandinavian languages, primarily Swedish.

Section 5

To enhance the occasion, performances by individual choruses should be encouraged and included in the planning of any A.U.S.S. Convention.

ARTICLE IV
Membership

Section 1

Membership in the AUSS shall be granted at two levels, (a) Regular and (b) Associate;

a) Regular membership shall be granted to a chorus which meets the requirements for admission set forth in Section 2 and Section 3 below, provided the majority of members are eighteen or older. Hereinafter these may be referred to as adult choruses.

b) Associate membership shall be granted to those choruses whose membership is primarily between the ages of six and eighteen. Hereinafter they may be referred to as children or youth choruses.

Section 2

Any chorus seeking Regular or Associate membership in the AUSS must fulfill these requirements:

a) The chorus must be at least a quartet.

b) The chorus must have been in existence for one year and have rehearsed and/or performed regularly (twice monthly is the minimum) in that time.

c) A chorus must pursue membership through the Recruitment Chair or his/her designee. AUSS Choruses or members encouraging a non-member group to join are required to submit the name of the group, a contact person and other pertinent information to the Recruitment Chair and to follow his/her directions thereafter.

d) The chorus must have a musical leader (director) responsible for the group's vocal training, a working knowledge of the AUSS' repertoire for its voicing and thorough preparation for the Grand Concert Program of either a National or Division Convention. This means that even if only a few members of a chorus are planning to attend a convention, the Grand Concert Program must be adequately rehearsed. Mixed choruses are responsible for rehearsing the men's and women's numbers for a Grand Concert.

e) At least one-half (1/2) of a chorus' repertoire must be songs of Scandinavian origin, primarily Swedish. A reasonable effort must be made to use a Swedish arrangement and/or lyrics.

f) If required at either the National or Division level an entrance fee must be paid.

Section 3

Under the guidance of the Recruitment Chair or designee an adult chorus seeking Regular Membership in the AUSS must fulfill these additional requirements.

- a)* Apply to the Division within whose geographic area it belongs.
- b)* Submit to the Secretary of said Division two copies of the following: (1) a letter of application, (2) a chorus roster- identifying the officers and director and containing the names, addresses, phone numbers and, where applicable, the e-mail address of each member.
- c)* Fulfill all requirements set by the Division.
- d)* Be recommended by Officers of the Division, who shall submit the Division' s recommendation along with one copy of the letter of application and the chorus roster to the National Secretary. The National Secretary shall submit the Division' s recommendation to the National Officers for their consideration

Section 4

- a)* Under the guidance of the Recruitment Chair or designee a children' s or youth chorus seeking Associate Membership in the AUSS shall apply directly to the National Secretary by submitting two copies each of a letter of application and chorus roster containing the same information required of an Adult chorus seeking membership.
- b)* Associate choruses shall be members of the Division within whose geographic area they belong, but shall not be required to pay dues to the Division, but shall pay to the national organization a yearly fee determined by the officers. Such fee may not change once it is set unless the dues of the general membership are changed in accordance with Article XIV, Section le). Each Associate Chorus shall receive five copies of Musiktidning monthly, provided by the AUSS and mailed in bulk to one address.

Section 5

- a)* Associate Choruses may not participate in a Grand Concert unless performing as an invited guest chorus. Associate Choruses are permitted to participate in all other musical events associated with the Convention which they are attending.
- b)* Individual members of Associate Choruses who are sixteen (16) or older, may participate in the Grand Concert at a Division or National Convention provided he/she satisfies the appropriate Director-in-Chief or designee that he/she is adequately prepared.

Section 6

- a)* All singers of an accredited Regular or Adult Chorus must wear the official singer' s uniform when participating in the Grand Concert at any Division or National Convention.
- b)* A National or Division sponsored chorus may amend its attire with the approval of the sponsoring body for other public appearances. e.g. tours, non-convention concerts, etc.
- c)* The singer' s uniform for men or women shall be specified by the National Officers upon the recommendation of a Uniform Committee and comment from the appropriate choruses. Changes in the uniform must be announced by the First of January following the Division Conventions and become mandatory at the next National Convention.
- d)* Each chorus may determine its own uniform for all occasions except as specified in Section 6 (a) above. However, every singer must wear the Three Crown Pin at every public appearance.
- e)* Associate Choruses are likewise free to determine their own uniform, but all singers must wear the Three Crown Pin during any public appearance. Individual members of an Associate Chorus participating in a Division or National Grand Concert must wear the official men' s or women' s uniform.

ARTICLE V
Expulsion & Reinstatement

Section 1

A chorus may be expelled from the A.U.S.S. by a majority vote at the National Convention:

- a)* When it has been proved that the chorus has worked against the interest and objectives of the A.U.S.S.
- b)* When a chorus has failed in the fulfillment of its obligations to the A.U.S.S.

Section 2

An expelled chorus may be reinstated by a two-third (2/3) vote of the Delegates at a National Convention provided said chorus has corrected the reason(s) for its expulsion, secured the written recommendation of its former Division's Executive Board and fulfills all the requirements for membership as specified in Article IV.

Section 3

- a)* It; by necessity two or more choruses consolidate, such consolidation shall not be recognized or approved unless each of the choruses has carried out its individual obligations to its Division as well as to the A.U.S.S. and has subscribed 100% to Musiktidning in the year prior to the consolidation.
- b)* If any chorus wishes to separate into two or more chorus each individual chorus must fulfill the responsibilities and obligations for membership as detailed in Article IV, Section 1.

Section 4

A change to its name or the adoption of a new name does not exempt a chorus from the responsibilities and obligations to its Division or to the A.U.S.S. assumed under the previous name.

ARTICLE VI
The Executive Board and National Officers

Section 1

- a)* The management of the A.U.S.S. shall be vested in an Executive Board composed of the officers duly elected at the National Convention, namely a:

<i>President</i>	<i>Librarian,</i>
<i>Vice-President</i>	<i>Director-in-Chief,</i>
<i>Secretary</i>	<i>Assistant Director-in-Chief; Men</i>
<i>Financial Secretary</i>	<i>Assistant Director-in-Chief; Women,</i>
<i>Treasurer</i>	

- b)* Candidates for elective offices must be active members of a chorus in good standing within its Division and the A.U.S.S.
- c)* All elected officers shall hold office until the conclusion of the next Convention, or until their successors are elected and qualify.
- d)* The Presidents of each of the Divisions shall serve as Vice-Presidents Ex-officio of the A.U.S.S. and be members of the Executive Board.
- e) 1* Upon election, the President shall appoint the following: (1) Recruitment Chair, (2) Web Site Coordinator, (3) Membership Directory Coordinator.
- e) 2* After consulting with the National President and the Recruitment Chair each Division shall appoint one (1) or more Associate Recruitment Chairs.

Section 2

Elections are decided by plurality vote.

Section 3

The Executive Board shall have the power to fill vacancies which may occur between National Conventions.

Section 4

The Director-in-Chief; the Assistant Directors-in-Chief and the Convention Chairperson(s) shall be non-voting members of the Executive Board.

Section 5

The Secretary, the Treasurer and the Financial Secretary shall be named "Directors" to satisfy the requirements of Illinois law.

ARTICLE VII

Nominations and Elections

Section 1

Ninety (90) days prior to the Convention, the President of the A.U.S.S. appoints the Chairperson of the Nominating Committee. Each Division President appoints one representative to the Nominating Committee. The full committee is to be made known sixty (60) days prior to the Convention.

Section 2

This Committee shall nominate not more than two candidates for each elective office and verify that all current dues and Musiktidning subscriptions for each nominee's chorus have been paid.

Section 3

Delegates may, if they wish, make other nominations from the floor before the election.

Section 4

It shall be the duty of the Nominating Committee to post a list of its nominees and their chorus affiliations, preferably the day before the Delegates' Meeting, or at least, no later than one hour before the opening of the meeting, to acquaint all delegates with the persons so proposed.

ARTICLE VIII

Duties of Officers

Section 1

The duties of the President shall be:

- a.)* To officiate at the National Convention and all other meetings of the A.U.S.S. or the Executive Board.
- b.)* To represent the A.U.S.S. at various events occurring during the period between the National Conventions or other meetings of the A.U.S.S., or to appoint a member of the Executive Board as the President's representative for such occasions.
- c.)* To see that the by laws and all other rules and regulations of the A.U.S.S. are observed.
- d.)* To see that elected officers strictly perform their respective duties.
- e.)* To promptly fill all appointive positions specified in the A.U.S.S. By laws or decided by the Executive Board. This shall include appointing six auditors, two of whom shall reside in the same locality as the Financial Secretary, two in the same locality as the Treasurer, and two in the same locality as the Business Manager of Musiktidning.
- f.)* To take an active interest in preparations for the National Convention and to provide counsel to the Convention Committee.

g) To make every effort to settle in a peaceful and satisfactory manner any dispute or differences detrimental or disruptive to the activities of the A.U.S.S., its Divisions or member choruses.

h) To examine and endorse for payment, any expenditures legally incurred by the A.U.S.S.

i) To establish and maintain contact with Svenska Sångarförbundet.

Section 2

The Vice-President shall assist the President in the exercise of the President's official duties and, in his/her absence or inability, perform the duties of the President

Section 3

The Secretary shall keep the record of the minutes of the National Convention and meetings of the Executive Board. Copies of these minutes shall be submitted to member choruses within sixty (60) days after the meeting. The Secretary shall have charge of and conduct all correspondence and perform all duties connected with this office.

Section 4

The duties of the Financial Secretary shall be to receive and keep records of all dues and Musiktidning subscriptions paid by members or choruses of the A.U.S.S., giving receipts for amounts received. All monies shall be turned over to and receipted by the Treasurer. Each year the Financial Secretary shall bill all member choruses for dues and Musiktidning, and submit to the National Convention, or when so requested, a report of the standing of all choruses within the A.U.S.S., as well as a statement of monies received since the previous report. Upon completing the collection of dues, the Financial Secretary shall transmit to the Membership Directory Coordinator a copy of the membership of each chorus.

Section 5

The Treasurer's duties shall be to manage all accounts and funds of the A.U.S.S., give a complete financial report to the National Convention or at any time requested. The Treasurer may not make any payment or disbursement of funds without the written approval of the President.

Section 6

The Financial Secretary and Treasurer shall be required to furnish bonds, the amount to be decided upon and approved by the Executive Board. Such bonds are to be paid by the A.U.S.S.

Section 7

All books, records and accounts of the Financial Secretary and the Treasurer shall be examined by a team of two auditors at the end of each term of office. Each team of auditors shall give a report of its findings at the National Convention. A copy of the Auditors' report must be received by the National Secretary before the Convention

Section 8

The Librarian's duties shall be:

a) To maintain a master list of songs showing title, composer and arranger. A copy of such list shall automatically be submitted to each chorus. An updated list shall periodically be provided each chorus.

b) Provide the A.U.S.S. National Archives in Rockford, Illinois, with a copy of all Scandinavian songs used by the A.U.S.S.

c) To establish and maintain contact with the librarians of member choruses for the purpose of receiving new music from these choruses.

Section 9

All officers' records less than ten (10) years old shall be kept by the respective officer. Records older than ten

(10) years shall be submitted to the National Archives for safekeeping.

ARTICLE IX
Committee & Officers of the National Convention

Section 1

The National Convention Committee shall be selected by the host chorus/chorus for the next Convention. It shall consist of all necessary officers and subcommittees. Committee members shall be chosen either from among the chorus members or from persons outside the chorus who are interested in the success of the Committee's work. It shall be organized within six (6) months of the previous Convention, and its chairperson(s) shall be a non-voting member of the Executive Board.

Section 2

The Convention Committee and the Director-in Chief (who may be from a men's or women's chorus) shall select a Convention Music Committee.

Section 3

The Convention Committee shall keep all choruses informed about the Convention through regular communications with Musiktidning, the official journal of the A.U.S.S., and, if needed, shall send notices about Convention directly to the secretaries and/ or coordinators of all A.U.S.S. Choruses.

Section 4

The Convention committee may be requested by the President to provide special progress reports during the period of Convention preparations.

Section 5

The Committee shall provide a detailed list of songs to be performed at the Convention at least eighteen (18) months before the Convention.

Section 6

The Committee shall be held responsible for all its activities until an audited report has been presented to the Executive Board for its approval and for publication in Musiktidning. Such report shall be ready not later than six (6) months after the conclusion of the National Convention.

Section 7

The Treasurer of the Convention Committee and any other persons handling substantial amounts of Convention funds shall be placed under bond. These bonds are to be submitted to the A.U.S.S. Treasurer, who shall pay the cost.

Section 8

The Director-in-Chief and the two Assistant Directors-in-Chief must be actively affiliated with or in the employ of a chorus in good standing in its Division and the A.U.S.S. Their A.U.S.S. dues and Musiktidning subscriptions must be in force.

Section 9

The duties of the Director-in-Chief shall be:

a) In consultation with the Assistant Directors-in-Chief; the directors of A.U.S.S. choruses, and with the Convention Music Committee, select the Grand Concert program.

b) To call, if desired, special rehearsals for the preparation of the Grand Concert program. The direction of such rehearsal can be delegated to an Assistant Director-in-Chief or to the Director of any A.U.S.S. Chorus.

c) To direct the Grand Concert. This includes holding rehearsals at the National Convention prior to the Grand Concert.

d) To preside at the Director's meeting at the National Convention.

e) To be a non-voting member of the Executive Board.

Section 10

The duties of the Assistant Directors-in-Chief shall be:

a) To assist the Director-in-Chief in all duties when the Director-in-Chief so requests, and one of them, selected by either the Director-in-Chief or the President, shall officiate in place of the Director-in-Chief when he/she is absent or unable to conduct.

b) They shall be non-voting members of the Executive Board.

Section 11

Should a profit be made, it shall be the duty of the Convention Committee to distribute, within six (6) months, the net profits as follows.

a) Sixty percent (60%) to the host chorus/choruses. If more than one chorus is involved, the distribution of each share is to be determined by the full Convention Committee.

b) Forty percent (40%) to the A.U.S.S. Cultural Heritage Foundation

Section 12

Should a loss occur at any National Convention, it shall be covered by the host chorus/choruses. If more than one chorus is involved, distribution of each share is to be determined by the full Convention Committee.

ARTICLE X

Delegates

Section 1

Each chorus shall elect delegates to represent the chorus at the National Convention. Each delegate shall have an alternate. The names of these individuals shall be submitted to the Financial Secretary six (6) weeks prior to the National Convention. Substitutions for any reason may be made only with the approval of the Executive Board. D

Section 2

A choruses which has no accredited representatives at the Delegates Meeting may submit and may participate only in the discussion of its resolution(s), proposal(s), or amendment(s), but will have no vote. The Chair will designate one member of such a chorus as its spokesperson for purposes of discussion.

Section 3

Choruses are entitled to National Convention delegates in proportion to their membership as follows: **4-10 Singers - 1 delegate; 11-25 Singers - 2 delegates; 26-50 Singers - 3 delegates; 51 + Singers - 4 delegates**

An individual singing in more than one chorus may be counted as a member of each chorus for delegate purposes. An individual may only represent one chorus at a Delegates' Meeting

Section 4

All present officers of the A.U.S.S., Past Presidents of the A.U.S.S., and current Division Presidents shall have the same privileges as the delegates.

Section 5

A simple majority vote by the delegates present at the meeting and constituting a quorum shall decide all questions before the National Convention except amendment to the by-laws, or the reinstatement of an expelled chorus, for which a two-thirds (2/3) majority is required.

Section 6

Twenty-five (25) duly accredited delegates shall constitute a quorum at a National Convention.

Section 7

The delegates shall, prior to election, stipulate and decide upon a reasonable honorarium to be given to the officers, Director-in-Chief and the Assistant Directors-in-Chief.

ARTICLE XI
Credentials Committee

Section 1

A committee to examine the credentials of the delegates, composed of three members, one 'from each Division, shall be appointed by the President one month prior to the National Convention. It shall be the duty of this committee to determine the identity of each delegate and to verify that all dues and subscriptions for each delegates' chorus are paid to date. The Committee shall meet with the Financial Secretary one day prior to the Delegates' Meeting, and its report shall be ready at the opening of the Delegates' Meeting at the National Convention.

ARTICLE XII
Musiktidning

Section 1

The A.U.S.S. and its affiliate choruses shall give financial support to and jointly publish an official journal named Musiktidning. This publication shall be for the purpose of uniting more closely all choruses in the A.U.S.S. and of seeking to stimulate interest in the activities of the widespread A.U.S.S. organization, its National Convention, and all its member choruses. Musiktidning shall be issued regularly throughout the year on a schedule determined by the Executive Board.

Section 2

The secretary of each choruses shall be responsible for seeing that events of their own chorus are reported to the Editor of Musiktidning.

Section 3

a) It is compulsory for each chorus to maintain an individual subscription to Musiktidning for each of its members and for its Director. Musiktidning subscriptions shall be submitted to the Financial Secretary at the same time dues are paid, but no later than December First (1st). The amount of the yearly fee shall be determined at the Delegates' Meeting. Funds for Musiktidning and a listing of both subscribers and names to be dropped shall be transmitted to the Business Manager as soon as possible after December one (1) of each year

b) A singer holding membership in more than one chorus or a household having multiple chorus memberships is required to pay only one (1) Musiktidning subscription.

Section 4

The President shall appoint competent and qualified persons as Editor and Business Manager.

Section 5

The Business Manager shall be placed under bond, which will be paid for by the A.U.S.S. Treasury.

Section 6

The Business Manager shall submit to the Executive Board at each National Convention a complete financial report of Musiktidning and to make such recommendations as the Business Manager may deem essential for the future stability or betterment of the journal.

Section 7

All books, records, and accounts of the Business Manager shall, at the end of the President's term of office, be examined by the team of two auditors appointed for this purpose by the President. A report on its findings shall be submitted to the A.U.S.S. Secretary before each National Convention.

Section 8

All books, records, and accounts of the Business Manager shall be made available at any time for examination upon request of the Executive Board.

ARTICLE XIII

The A.U.S.S. Cultural Heritage Foundation And the National A.U.S.S. Archives

Section 1

The A.U.S.S. Cultural Heritage Foundation, although a wholly separate entity with its own bylaws, is nonetheless recognized as an historical outgrowth of the A.U.S.S.' primary dedication to the promotion of Swedish culture in America through choral music. The A.U.S.S. Cultural Heritage Foundation should and will be encouraged, to advise, mentor and aid financially the ongoing activities of the A.U.S.S. its Divisions, individual choruses and the National Executive Board.

Section 2

The A.U.S.S. Cultural Heritage Foundation is recognized as the custodian and presenter of the A.U.S.S. Archives. The A.U.S.S. Archives is a gathering of artifacts, historical documents, sheet music, and records pertaining to the A.U.S.S., stored and displayed in the facilities of the Rockford (Illinois) Museum Association. A report as to the well-being of the Archives will be appreciated at every National Convention Delegates' Meeting.

ARTICLE XIV

Annual Dues

Section 1

The annual dues of the A.U.S.S. shall be determined at the Convention Delegates' Meeting, and shall be paid by each chorus before December 1 of each year. This amount shall remain in force until changed at a fixture meeting.

Section 2

Effective September 1, 2006 the fiscal year for the A.U.S.S. shall be September 1 to August 31. For purposes of uniformity, the three Divisions shall observe the same fiscal year. Choruses are urged to adopt the same schedule for financial matters, however, those choruses obligated under IRS regulations must observe the requirements imposed by the IRS.

Section 3

Upon admission to the AUSS, a new chorus shall pay the entrance fee required by either the AUSS or a Division. Furthermore a new chorus shall pay the National and Division dues of each individual singer as required by the laws of the AUSS and its respective Divisions.

Section 4

Beginning with the issue following admission, six complimentary copies of Musiktidning shall be sent, in bulk, to the Secretary of said chorus for the remainder of that singing year.

Section 7

Beginning the first of September following admission, each singer listed on the rosta' submitted with the letter of application for admission shall receive a one year subscription to Musiktidning courtesy of the AUSS. Chorus members who join after admission shall receive a courtesy copy of Musiktidning for the remainder of that singing year commencing with the issue following payment of their dues. After this one year a new chorus must fulfill the requirements set forth in Article XIII Section 3a in order to maintain its membership good standing.

ARTICLE XV

Awards & Recognition

Section 1

In order to recognize service and contributions to the A.U.S.S., its Divisions and choruses, the following awards shall be bestowed:

a) Gold Medal

Qualifications: Outstanding and extraordinary service at the national level is the primary reason for bestowing this award. However, service at the Division or Chorus level which substantially furthers the objectives and enhances the activities or the prestige of the A.U.S.S. may be deemed to constitute outstanding and extraordinary service for the purpose of conferring this award.

b) Division Leadership Medal

Qualifications: Outstanding and extraordinary service at the divisional level is the primary reason for bestowing this award. This will be awarded at Division Conventions.

c) Arthur O. Samuelson Award

Qualifications: A non-singer who has rendered outstanding and extraordinary service at the national level is the primary reason for bestowing this award. However, service by a non-singer at the Division or Chorus level which substantially furthers the objectives and enhances the activities or the prestige of the A.U.S.S. may be deemed to constitute outstanding and extraordinary service for the purpose of conferring this award.

d) Erland G. Levine Award

Qualifications Same as for the Arthur O. Samuelson Award except the service is rendered to a Division or a chorus. To be awarded at a Division Convention.

e) Certificate of Merit

Qualifications: Being an active member of a chorus, attending rehearsals regularly, learning music and lyrics, and being willing to serve as an officer or on committees. To be awarded at Division Conventions only, in number no more than the awarding chorus' s authorized delegate total as specified in Article X, Section 3.

f) Fifty Year Pin

Qualifications: Being an active member of an A.U.S.S. chorus or choruses for a combined period of fifty (50) years.

g) Twenty Five Year Pin

Qualifications: Being an active member of an A.U.S.S. chorus or choruses for a combined period of twenty five (25) years

Section 2

Nominations for awards shall be submitted to the President and approved by the Executive Board. The presentation shall be made by the President or someone appointed by the President. A brief citation summarizing the achievements of each recipient of awards a.), b), or c) listed above should be read at the presentation and/or published in Musiktidning and be included in the "Golden Book."

Section 3

The "Golden Book" listing the recipients of awards a), b), and c) described in Section 1 above shall be kept by the Secretary.

Section 4

The same award shall not be given to any individual more than once.

ARTICLE XVI

Delegates' Meeting - Order of Procedure

1. Call the meeting to order	8. Auditor's Report	14. Tabled Motions
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2. Roll call of officers	a) Of Financial Secretary	15. New Business
3. Report of Credentials Committee	b) Of Treasurer	16. Selection-next Convention city and Host(s)
4. Seating of Delegates	9. Musiktidning reports	17. Election of Officers, Director-in-Chief &
5. Speech of Welcome	a) Editor	Assistant Director-in-Chief
6. Minutes of previous meeting	b) Business Manager	18. Installation of Officers
7. Officers' Reports:	c) Auditors report	19. Tribute to retiring officers
a) President	10. Division Presidents' Reports	20. Well-wishes to new officers
b) Secretary	11. A.U.S.S. Archives Report	21. Adjournment
c) Financial Secretary	12. Committee Reports	
d) Treasurer	13. Initiation of New Choruses	
e) Librarian	14. Unfinished business	

ARTICLE XVII
Amendments to By-Laws

Section 1

Amendments to these by-laws may be submitted by a chorus or by any individual chorus member. Such a proposal must specify Article and Section to be amended and must be signed by the chorus President or individual proposing the amendment(s). The proposal must be received by the National Secretary at least ninety (90) days prior to the National Convention.

Section 2

At least thirty (30) days before the Convention, the Secretary shall submit the proposals) to the secretary of each chorus. In lieu of a mailing to each chorus the

Section 3

Secretary may publish any proposed amendments in two consecutive issues of provided at least one issue is thirty (30) days prior to the Convention(s) at which they will be considered and voted upon. A two-thirds (2/3) majority vote cast by the assembled delegates shall be required for adoption.

Section 4

The Executive Board is authorized to make corrections for reasons of grammar, word usage, spelling or punctuation, etc. at any time, as long as such changes do not substantively alter the meaning or intent of the By-laws.

Section 5

Amendments shall become effective upon conclusion of the Convention at which approved, unless a specific date is stipulated and the revised by-laws shall be submitted to member choruses within ninety (90) days.