

By-Laws
Western Division American Union of Swedish Singers
Adopted April 1, 2016

ARTICLE I

Name

The name of this organization shall be “The Western Division of the American Union of Swedish Singers”.

ARTICLE II

Purpose

The purpose of this Division is to promote fellowship and cooperation among Swedish choruses operating in all the states west of the Rocky Mountains and in the Province of British Columbia, Canada. It shall be a non-profit organization working for the development and promotion of Swedish and American choral singing and to support and lend strength to the American Union of Swedish Singers.

ARTICLE III

Meetings and Singing Festivals

1. This Division shall hold Singing Festivals in the years between the National Convention.
2. The Division shall hold a business meeting every four years to include Board members and Delegates. The President may call special Board meetings as need arises.
3. The time and place of the next Singing Festival may be decided at the Singing Festival meeting.
4. AUSS National and Cultural Heritage Foundation Spending Guidelines must be followed.

ARTICLE IV

Membership

1. In order to be admitted to membership, a chorus must meet the following requirements:
 - a. Be a minimum of a quartet.
 - b. That the applicant chorus has been duly organized and has conducted regular meetings and rehearsals for a period of one year or more before membership is sought.
 - c. The majority of the repertoire shall be songs of Nordic origin, in Nordic arrangement or with Nordic lyrics, with an emphasis on Swedish.

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ARTICLE V

The Executive Board

1. The Executive Board of this Western Division shall consist of the following officers elected every four years at a Division meeting.
 - a. President
 - b. 1st Vice President
 - c. 2nd Vice President
 - d. Secretary
 - e. Treasurer
2. To be eligible for election to an office, the candidate must be a member in good standing in the Division.
3. Elections are decided by plurality vote.

ARTICLE VI

Duties of the Officers

1. The President shall preside and conduct all meetings of the Division and the Executive Board, and be the official representative of the Division and shall ensure that all rules and regulations are observed, and shall appoint committees and auditors.
2. The 1st Vice President shall assist the President in all his/her duties, and shall in the absence or disability of the President, assume his/her duties.
3. The 2nd Vice President shall handle all promotional matters and encourage and assist in formation of new choruses, and in the absence or disability of both the President and the 1st Vice President assume the duties of the President.
4. The Secretary shall keep minutes of the Division and its Executive Board and shall send to each Divisional Officer and to each chorus Secretary a copy of such minutes within 60 days following the meeting, shall handle correspondence connected with the office; and shall at each meeting verify the credential of the Delegates and participants. Secretaries of all choruses of the Division shall report to the Secretary before the 1st of February of each year of the number of active members, the names of officers and the address of the chorus. The Secretary of the Division shall then in turn forward this information to each member chorus.
5. The Treasurer shall collect all dues and other income, manage all funds and accounts, and present a financial report at each meeting to the Executive Board.
6. The Auditors shall inspect all necessary books at least bi-annually and make a report to the Executive Board.
7. All officers' records less than ten years old shall be kept by the respective officer.
8. Records older than ten years shall be submitted to the AUSS National Archives for safekeeping.

ARTICLE VII

Delegates

1. Each chorus shall elect Delegates and may elect alternatives from its active membership to represent it at the Divisional meetings.
2. A chorus unable to send Delegates to a meeting may send in written proposals but without the right to vote. In the case of extra meetings, a chorus may submit its votes in writing with the same number as delegates.
3. Delegates are elected in the following proportions to membership:
 - a. 4 to 10 singers = up to 2 Delegates
 - b. 11 to 25 singers = up to 4 Delegates
 - c. 26 to 50 singers = up to 6 Delegates
 - d. 51 to 100 singers = up to 8 Delegates
4. Six Delegates shall constitute a Quorum. Delegates may be present electronically.

ARTICLE VIII

Duties of Singers and Choruses

1. Each singer shall attend the rehearsals, concerts, and other activities of this Division to the extent as possible.
2. All singers must wear the official AUSS uniform when participating in a National Grand Concert. (For details see AUSS By-Laws).
3. Each chorus is held responsible for the appearance and actions of its singers.

ARTICLE IX

Membership Dues

Membership dues are payable each year by each chorus for members active as of January 1. The rate shall be determined at the Division meeting.

ARTICLE X

Awards and Recognitions

The President of the Division may present any active singer an award recognizing active service.

ARTICLE XI

The By-Laws shall be in compliance with Robert's Rules of Order and the By-Laws of the AUSS National.

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ARTICLE XII

Amendments of the By-Laws

1. Amendments of these By-Laws must be approved by a 2/3 majority of the votes all Delegates present at a meeting.
2. Proposed Amendments shall be presented to the Secretary no later than 30 days before the next meeting. The Secretary shall immediately notify all choruses of the proposed amendments.