

# Bylaws of Phoenix Desert Pipes

## The Phoenix Chapter of the American Recorder Society

### Article I: Purpose

- The mission of Desert Pipes is to promote the recorder and its music in the Phoenix area by providing educational, playing and performance opportunities.

### Article II: Membership

- Membership is open to any recorder player who completes an enrollment form and makes timely payment of dues.
- Members of the Chapter are encouraged to join the American Recorder Society (ARS).
- Members are encouraged to play soprano, alto, tenor, and bass recorders.
- Monthly meetings will be open to members in good standing and visitors.

### Article III: Administration

- The policies and activities of this chapter will be administered by a Board composed of officers of the chapter.
- The Board will meet at least once a year.
- Officers will be elected for a renewable one-year term at the first meeting of the year.
- The Chapter may have a musical director who is responsible for selecting and conducting music for the monthly meetings and for conducting public performances. The musical director will be selected by the Board and may be paid a fee to be determined by the Board.
- The Chapter will have an ARS liaison to be appointed by the Board.
- If Desert Pipes should disband, the board will decide how to deal with chapter assets and/or debts.

### Article IV: Officers and Board Members

The officers and their duties are as follows:

- **President:** Coordinates the overall activities of Desert Pipes and calls and presides over meetings of the Board. Conducts any at-large business at the monthly membership meetings.
- **Vice President:** Presides over meetings when the President is unavailable.
- **Scribe (Corresponding Secretary):** Sends monthly meeting notices and welcome emails, answers inquiries, and provides any required correspondence.
- **Recording Secretary:** Records actions at all Board meetings and at monthly meetings when needed.
- **Treasurer:** Collects dues and donations and other income, maintains a bank account, pays bills, maintains the membership list, and submits periodic financial reports to the Board.
- **Musical Director:** Ex-officio member of the Board and will not be present when the Board discusses issues relating to the performance of the musical director or the director's fee.

In the event of a vacant office, the duties of that office may be done by or shared among other Board members at the discretion of the Board.

### Article V: Dues

- The dues amount will be set by the Board before the first meeting of the year and will be reviewed annually.

### Article VI: Bylaws

- These bylaws can only be amended by a simple majority of paid members by a date specified by the Board.
- Proposed amendments must be provided to the members at least two weeks before the vote is taken.
- The bylaws will be posted on the Desert Pipes website.