

**LAJE  
CONSTITUTION AND BYLAWS  
JUNE 2008**

**CONSTITUTION**

**ARTICLE I - Name**

This organization shall be known as the Louisiana Association for Jazz Education, Inc. It may also be designated as LAJE. LAJE is a non-profit corporation organized under the laws of the State of Louisiana.

**ARTICLE II - Purpose**

The purpose for which the Association is organized and operated is exclusively literary and educational as defined in Section 501(c)(3) of the Internal Revenue Code and its regulations as they now exist or as they may hereafter be amended. The purpose of the Association shall be to advance music education, and in specific furtherance thereof:

- To foster and promote the understanding and appreciation of jazz and its artistic performance.
- To lend assistance and guidance in the organization and development of jazz and popular music curricula in schools and colleges to include instrumental and vocal ensembles of all types and sizes.
- To foster the application of jazz principles to music materials and methods to all levels of education both public and private.
- To disseminate educational and professional news of interest to music educators.
- To assist in the organization of clinics, festivals, and symposiums at local, state, regional, national, and international levels.
- To cooperate with all organizations dedicated to the development of musical culture.

**ARTICLE III - Membership**

Membership in the Association may be divided into such classifications as the Executive Board may from time to time designate. The conditions, terms, privileges, rights, and duties of membership shall be stated or provided for in the Bylaws of the Association.

**ARTICLE IV - Government**

The Board of Directors, which shall be known as the Executive Board, shall be the legal representative of the Association and as such shall have, hold, and administer all the property, funds, and affairs of the Association. The structure terms, rights and duties of the Executive Board shall be stated or provided for in the Bylaws of the Association.

**ARTICLE V - Elections**

The manner of the election or appointment of the members of the Executive Board shall be provided for in the Bylaws of the Association.

**ARTICLE VI - Disposition of Assets in Case of Dissolution**

In the event of dissolution or termination of the Association, the Executive Board shall, after payment of all the liabilities of the Association, dispose of all of the assets of the Association exclusively for the objectives of the Association in such manner or to such organization(s) organized exclusively for charitable, educational, or scientific purposes as shall at the time qualify as an exempt organization(s)

under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) as the Executive Board shall determine. Any such assets not so disposed of shall be disposed of by the court of proper jurisdiction exclusively for such purposes or to such organization(s) as said court shall determine which are organized and operated exclusively for such purposes.

#### **ARTICLE VII - Amendments**

This Constitution may be altered or amended by an approving vote of two-thirds of those members who cast ballots by mail. Ballots and necessary supporting information shall be mailed from the Association's headquarters at least sixty (60) days prior to the close of voting to all members of record who are eligible to vote. Such closing date shall be designated by the Executive Board and printed on the ballots. Proposed amendments to this Constitution may be initiated by the Executive Board or by a petition signed by five percent (5%) of the State membership.

#### **ARTICLE VIII - Bylaws**

The Association may make and alter Bylaws consistent with the provisions indicated heretofore and in accordance with the provisions stated or provided for in the Bylaws of the Association.

#### **ARTICLE IX - Private Property**

The private property of individual members of this association shall not be liable for association debts.

#### **ARTICLE X - Private Gain and Political Activity**

No part of the net earnings of the Association shall inure to the benefit of, or be distributed to, its members or officers, or other private persons, except that the Association shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article II hereof. No substantial part of the activities of the Association shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Association shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of these articles, the Association shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from Federal income tax under Section 501 (c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by an organization, contributions to which are deductible under Section 170 (c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

#### **ARTICLE XI - Dues**

The dues for membership will be determined by the Executive Board of the LAJE.

#### **ARTICLE XII - Meetings**

The meetings of the Executive Board and/or the general membership shall be held at such time and place as shall be designated by the President with the approval of the majority of the Board. All members shall be notified either by mail or through an association publication of general circulation at least 30 days in advance of the meeting. Special meetings may also be called by written request from four (4) members of the Executive Board with the provision that 30 days notice be given as prescribed above.

**BY-LAWS OF LOUISIANA ASSOCIATION for JAZZ EDUCATION, INC.**

## **ARTICLE I – Government**

### **Section 1: Officers.**

The elected officers of the LAJE shall be the President-Elect, the 1st Vice President, 2nd Vice President, the Secretary, and the Treasurer. The elected officers shall be elected by the vote of the membership and shall hold office for two years. Nominations will take place in a general membership meeting held in November in conjunction with the LMEA Conference. Ballots will be sent to all members and must be cast no later than 30 June of the election year. Elections will be held in even numbered years; officers will take office on July 1 of that year.

### **Section 2: Executive Committee.**

The Executive Committee shall be composed of the President, the President-Elect, the 1st Vice President, 2nd Vice President, the Secretary, the Treasurer, and the immediate Past-President of LAJE.

## **ARTICLE II – Duties of LAJE Officers**

### **Section 1: President.**

The President shall preside at meetings of the Executive Board, shall appoint committees not otherwise provided for in the Constitution and Bylaws, will prepare the agenda for meetings of the Executive Board, and shall perform all other duties pertaining to the office.

### **Section 2: President-Elect.**

The President-Elect shall assume duties of the President in the event of disability, absence or resignation of the President. The President-Elect shall assume duties as State Jazz Festival Chairperson and oversee all requirements, including working closely with the "Hosting College", to present an annual LAJE State Jazz Festival. Duties for the LAJE State Jazz Festival will include but not limited to organizing facilities, schedules, entry fees/forms, festival workers/volunteers, Advertisement, trophies/plaques, and any other activities deemed necessary to insure a successful State Jazz Festival. The President-Elect shall have such other duties as may be assigned by the President or the Executive Board. The President-Elect shall automatically assume the duties of President at the expiration of the term of office of the incumbent.

### **Section 3: 1st Vice President.**

The 1st Vice President shall act as an advisor to the President and shall serve on the Executive Board. The 1st VP will work directly with the President-Elect and assist in the organizing, implementing, and running of the LAJE State Jazz Festival. The 1st VP shall perform other duties as assigned by the President.

### **Section 4: 2nd Vice President.**

The 2nd Vice President shall act as an advisor to the President and shall serve on the Executive Board. The 2nd VP will be responsible for organizing, implementing, and maintaining LAJE membership dues and active membership recruitment. The 2nd VP will insure that all membership dues are accounted for and work closely with the LAJE Treasurer to insure that all funds are deposited in an appropriate LAJE account. The 1st VP shall perform other duties as assigned by the President.

### **Section 5: Secretary.**

The Secretary shall be a member of the Executive Board, shall act as Secretary at all official meetings of the Executive Board, and shall transcribe the minutes of each meeting and furnish a copy of said minutes upon request of Board Members.

## **Section 6: Treasurer.**

The Treasurer shall be a member of the Executive Board and shall monitor the fiscal records of the Association.

## **Section 7: Immediate Past-President.**

The immediate Past-President shall be a member of the LAJE Executive Board and shall advise the President and the Executive Board.

## **ARTICLE III – Terms of Office**

Terms of office for Officers shall be two years. No officer may serve more than three (3) consecutive terms in any office unless a specific office would be left vacant, approved by the Executive Board, approved by general membership in open election forum, and no other member wishes to run for that specific position.

## **ARTICLE IV – Semi-Annual Meetings**

A semi-annual meeting of the general membership of the LAJE will be held during the month of November in conjunction with the LMEA/Jazz Division and during the month of February in conjunction with the South Central Regional Music Conference or at an appropriate site or activity designated by the Executive Board.

### **Section 1: Active Membership**

shall be open to any person who will give active support to the purpose of this organization and has satisfied the dues requirement set by the Executive Board, and is an active member of the Louisiana Association for Jazz Education, Inc. Dues will be \$25 per year. (1st year membership will be offered to LAJE members as of April 2008 at \$15 for the first year.)

### **Section 2: Student Membership**

shall be open to anyone who is currently enrolled in public or private school, at any level. Student membership shall provide the privileges of participation in all activities of the association with the exception of voting and holding office.

### **Section 3: Honorary Membership**

may be conferred by unanimous vote of the Executive Board. Such membership shall be for individuals who offer and perform distinguished service to jazz and music education. Honorary membership shall carry with it all privileges of active membership except the right to vote and hold office.

### **Section 4: Patron Membership**

shall be open to any person, company, firm or institution. In the case of a company or firm, one person would be designated as the LAJE member representing the firm or company. Patron members will receive special recognition and such other benefits as may be specified by the Executive Board. Patron members are entitled to voting privileges and can hold office in LAJE. The Executive Board of LAJE will be responsible for conferring Patron Memberships and any member of LAJE can nominate or recruit businesses or corporations providing they satisfy all LAJE membership dues/fees.

## **ARTICLE V – Elections**

### **Section 1:**

The LAJE Executive Board will be responsible for overseeing of all elections as prescribed in Article I and Article III of the LAJE Bylaws. Nominations for officers will be taken from the general membership at the Annual Membership meeting in November as prescribed by Article I, Article, III, and Article IV of the LAJE Bylaws.

**Section 2:**

Balloting. LAJE elections shall be conducted by mail or by secured electronic website voting process (if available). Monitoring of elections will be done by the President or President’s designee.

**ARTICLE VI – Bylaws**

Any LAJE member may petition the Executive Board for the purpose of altering the Bylaws. Changes of the Bylaws shall be approved by a simple majority at a General membership meeting. The membership shall be informed of Bylaws changes according to the provisions set forth in Article IV of the Constitution relative to meetings.

**ARTICLE VII – Committees**

Special committees may serve during the term of the administration in which they are appointed or for such period as may be determined by the appropriate Executive Board.

**ARTICLE VIII - Lifetime Achievement Hall of Fame**

Any member in good standing of the LAJE may nominate another member of the State Unit, in good standing, for the Lifetime Achievement Award and for induction into the Louisiana Association for Jazz Education Lifetime Achievement Hall of Fame. The Executive Board will be responsible for establishing requirements and standards of possible inductees for the Lifetime Achievement Award and will be based on the advancement and or support of jazz education in the State of Louisiana. The Executive Board will be the approving authority for induction. Selection of nominees will be by a simple majority vote of the Executive Board.

**Andy Pizzo  
President**

**Lee Hicks  
President-Elect**

**Joe Leblanc  
Vice President**

**Cristina Mendoza  
Secretary**

**Bill Causey  
Treasurer**

**Mike Morgan  
Immediate Past President**

**Galindo Rodriguez  
Past President**