

Standing Rules of the Columbus Blues Alliance

(Adopted November 8, 2020)

MEMBERSHIP

The designated membership categories are as follows:

- Individual Blues Fan: \$20/year
 - Sustaining Blues Fan (online only): \$20/year - subscription-based
- Youth: FREE - eligible to individuals under the age of 21; annual renewal is not necessary
- Agent/Promoter/Manager: \$100
- Venue Membership: \$250
- Individual Lifetime: \$500 (or FREE - granted by Board of Trustees only; see Standing Rules: MISCELLANEOUS)

TRUSTEES

- A minimum of three Trustees is required to form a quorum for the purposes of Board Meetings.
- A tied vote on any decision or business will be tabled until the next time the Board convenes.

PRESIDENT

- To request a Board of Trustees meeting, the President will submit the request to the Vice President. At least one week's notice is required, unless urgency dictates otherwise, and all Trustees are in agreement of this.
- If the Vice President is unavailable or unreachable, the next contact is the Board Chair.
- The President is granted an annual discretionary fund of up to \$500/fiscal year, with individual occurrences not to exceed \$150.

VICE PRESIDENT

- In an urgent situation, the \$500/annum discretionary fund is available to the Vice President, in the same increments, if the President is unavailable.

TREASURER

- Disbursements must be based on approved budgets and/or recurring expenses (which should be included in the approved budget). All other disbursements require a majority vote of a quorum at a Membership Meeting.
- Designated signatories for all financial accounts are as follows: Treasurer, President, Vice President; all 3 may have debit/credit cards issued.
- Report all credits and debits in the Treasurer's Report at membership meetings.
- All payments to artists/vendors/agents and other such business partners must be in the form of a check, bank account card, or EFT (Electronic Funds Transfer).

Executive Committee

- The Executive Committee must submit its annual budget to the Board of Trustees by November 1st of the year preceding the budget's target. The Board must approve or request redress of the budget in a timely manner, so that an approved budget may be presented at November Membership Meeting.
- The Executive Committee should submit a schedule of meetings for the coming year, and present it at the January Membership Meeting.

SECRETARY

- Membership Meeting minutes should be compiled and emailed to the Board and Executive Committee at least one week prior to the next Membership Meeting.

MISCELLANEOUS

- A Lifetime Membership will be granted to any Officer serving at least one full term as President, or two full terms as Vice President.
- The President may recommend Lifetime memberships to the Board for anyone who has made outstanding/extraordinary service and/or monetary contributions to the CBA.
- "Democratic Rules of Order" (Fred Francis & Peg Francis; ISBN 978-0-9699260-6-1) shall be the official body of rules governing all CBA meetings/procedures, except where they conflict with the CBA Bylaws; in such cases, the Bylaws will supercede them. Any portion of the "Democratic Rules of Order" that is not applicable, irrelevant, or untenable may be ruled as such by the Board of Trustees.
- As a 501c3 corporation, the CBA may not make monetary disbursements to an individual, group, or organization without services being rendered.
- Participation in external events (regardless of financial risk) will not be considered without a formal proposal or presentation at a CBA meeting by the potential partner.
 - Motions to approve said participation **may** not be discussed at the same time the presentation is made, or in front of the presenter.
- When the President is unavailable to facilitate meetings, the order of Officers listed in the Bylaws will be used to determine the facilitator.
- When all seats in an election are unopposed, the submitted slate (for the Board and Executive Committee) may be accepted by a majority vote at the time of election, rather than submitting individual ballots.