

2024-2024 Constitutional Review Committee		
Members: <i>members appointed by the President</i>		
	Chairman	Glenn Yanos
#1	Officer representative	Charlie Gross
#2	Trustee representative	John Stanavage
#3	Chorus representative	Bob Kilp
#4	Schuhplattlers representative	Barbi Stanavage
#5	Hobby Chor representative	Gary Kirchner
#6	Alleweil Jung representative	Carla Pielmeier
#7	Member representative	Barb Perko
#8	Member representative	Mike Trimble
#9	Member representative	Nelleke Beats

Scroll down to read current articles (in blue) with proposed amendments (in red), to be read at the next three (3) monthly membership meetings.

Constitutional review committee's proposed amendment #1
Nov '24 / Dec '24 / Jan '25

Proposal #1:	Change the section "Board of Trustees" and the section "Officers and Election" to "Officers and Board of Trustees" and "Elections."
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Current:

ARTICLE IX Board of Trustees

Sec. 1. The Board of Trustees shall consist of a minimum of five to a maximum of seven members in good standing, who are not members of the Executive Committee. They shall be elected to serve a term of one year each, with the exception of one member of the Board who shall be elected to serve a term of two years to ensure continuity of standard customs and policies. They shall be responsible for the care and upkeep of all Liederkranz property, and shall operate the club's facilities.

Sec. 2. The Board of Trustees shall not be paid in performance of their duties.

ARTICLE X Officers and Election

Sec. 1. The Officers of this Society shall consist of a President, Vice-President, Financial Secretary, Treasurer, Recording Secretary, Chorus President and one alternating representative from one of the Active Cultural Groups (Schuhplattler, Hobby Chor and Alleweil Jung) in that rotating order.

Sec. 2. A three-member Nominating Committee shall be appointed by the President. A slate of Officers shall be presented by the Nominating Committee at the regular monthly meeting in April. In the event that an office lacks a candidate, only then can nominations be made from the floor at the election meeting in May to fill that specific office. Elections will be held at the regular monthly meeting in May by a secret ballot. The President, Vice-President, Financial Secretary, Treasurer, Recording Secretary and Trustees are elected by majority vote of members present. The President, Vice-President and Recording Secretary shall not be able to succeed themselves in the same office after seven (7) consecutive terms in office. The Financial Secretary and Treasurer shall not be able to succeed themselves in either of these offices after seven (7) consecutive terms in either one of these offices.

Sec. 3. The Chorus President and Cultural Active Representative shall be elected by each Active group respectively and not elected by the membership.

Sec. 4. Officers and Trustees shall be installed in June.

Sec. 5. The President in office when this Article is adopted, shall not be eligible to succeed himself after five (5) consecutive terms in office. The seven (7) consecutive term limit shall not apply to the Vice-President, Financial Secretary, Treasurer, or Recording Secretary in office when this article is adopted as long as they remain in their current position.

Constitutional review committee's proposed amendment #1
Nov '24 / Dec '24 / Jan '25

Proposed:

ARTICLE IX Officers and Board of Trustees

Sec. 1. The Officers of this Society shall consist of a President, Vice-President, Financial Secretary, Treasurer, Recording Secretary, Chorus President and one alternating representative from one of the Active Cultural Groups (Schuhplattler, Hobby Chor and Alleweil Jung) in that rotating order.

Sec. 2. The Board of Trustees shall consist of a minimum of five to a maximum of seven members in good standing, who are not members of the Executive Committee.

Sec. 3. The Board of Trustees shall be responsible for the care and upkeep of all Liederkranz property, and shall operate the club's facilities. After the election, the Board of Trustees shall select the Head Trustee and the Board of Trustees shall determine the individual areas of responsibility for each Trustee.

Sec. 4. The Officers and Board of Trustees shall be elected to serve a one-year term and shall not be paid in performance of their duties.

ARTICLE X Election

Sec. 1. A five-member Nominating Committee shall be appointed by the President. At least two of these members shall be active members of Cultural groups. The Nominating Committee will be tasked with presenting a qualified slate of candidates for each position. A preliminary slate of candidates shall be presented by the Nominating Committee at the regular monthly meeting in March. Candidates may also be nominated from the floor at the March meeting. Additional nominations may be submitted to the Nominating Committee within fourteen days after the March membership meeting. The final slate of qualified candidates will be presented at the April meeting. In the event that an office lacks a candidate, only then can nominations be made from the floor at the April meeting. Elections will be held at the regular monthly meeting in May by a secret ballot. The President, Vice President, Financial Secretary, Treasurer, Recording Secretary and Trustees are elected by the members present. The candidate(s) with the highest number of votes for each position will be elected. The President, Vice-President and Recording Secretary shall not be able to succeed themselves in the same office after seven (7) consecutive terms in office. The financial offices of Secretary and Treasurer shall not serve in a financial role for greater than seven (7) consecutive terms.

Sec. 2. The Chorus President and Cultural Active Representative shall be elected by each Active group respectively and not elected by the membership.

Sec. 3. Officers and Trustees shall be installed in June.

Rationale:

-Article IX now describes both the Officer and Trustee positions.

-Article X describes the election process.

-This change simplifies the process. Voting on two separate Trustee positions (one-year and two-year positions), potentially eliminates qualified candidates from being elected. The Constitutional Review Committee collaborated with the Board of Trustees on this change.

-Article X Sec. 5. was removed because it only applied to the Officers in office in 2021.

Constitutional review committee's proposed amendment #2

Nov '24 / Dec '24 / Jan '25

Proposal #2:	Delineating the "duties" of each Officer position and the "requirements" for each position.
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Current:

ARTICLE VIII Duties of Officers

Sec. 1. The President should be able to speak German and must be an Active Member. He shall have served successfully in an elected office prior to being a candidate for President. He shall preside over all regular and special meetings and preserve order. He shall cast the deciding vote in case of a tie. He or the Financial Secretary must sign all vouchers for payment before the Treasurer may pay them. He may call a special meeting if the necessity arises or upon request and shall be Chairman of the Executive Committee hereinafter provided for. In the event a vacancy occurs for any other elected office, the President may appoint a member in good standing to fill the unexpired term subject to approval of the Executive Committee.

Sec. 2. The Vice-President shall be subordinate to the President but shall act and preside in his absence and, in case of death or expulsion of the President, the Vice-President shall automatically become President to fill the unexpired term. However, unless he is an Active Member, he may not be elected to the office of President.

Sec. 3. The Financial Secretary shall collect and receive all monies due the Society by any person(s) acting for or in the name of the Society or under its direction or authority. He shall be the accountant for the Society and must be able to show a complete and accurate financial standing of the Society to the membership at all times. He will keep accounts of indebtedness of each member and amounts received, giving credit for the whole amount paid and for what purpose. Upon receipt, keep proper record in the ledger. He shall pay over to the Treasurer all monies received for dues, fees, contributions, and any other source for which the Treasurer will give a written receipt. He shall specify the funds and where they are to be credited. He or the President shall sign all vouchers, record them, and then turn them over to the Treasurer for payment. He shall be the primary source of an accurate roll of all members and certify their standing, as well as issuing the proper membership card. He shall keep a record of the financial and business transactions of the Society upon books approved by the Executive Committee and Board of Trustees. He shall be responsible for the duties outlined in Article VI Financial Affairs, Sec. 3. He shall hold all money accompanying applications for membership until the applicant is either accepted or rejected. If rejected, the fee is to be returned to the applicant. He shall be custodian of the seal and affix the same to all proper papers. At the expiration of his term, he shall deliver all records to the Auditing Committee hereinafter provided for.

Sec. 4. The Treasurer shall receive from the Financial Secretary all monies collected belonging to the Society, pay all orders drawn upon him by the Society after they have been signed by the President or the Financial Secretary. He shall keep a correct amount of all monies received and paid by him and have his accounts ready for audit and settlement annually. He shall be responsible for the duties outlined in Article VI Financial Affairs, Sec 3. At the expiration of his term of office, or when so required by the Society, he shall deliver to the Auditing Committee all monies, books and papers, vouchers, etc., of the Society; and he shall take a receipt for the same which the Financial Secretary shall keep with other records

Constitutional review committee's proposed amendment #2

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of the Society. Sec. 5. The Chorus President shall be an Active Singer. He should be knowledgeable of German music and keep a record of the music and musical instruments of the Society and maintain same. He shall chair the Music Committee and prepare the schedule of music events for each concert season. When new or additional music is necessary for the singers, the Chorus President shall recommend the purchase of the same to the Executive Committee who shall place the order for the same.

Sec. 6. The Recording Secretary should be able to read and write German correctly. He shall keep and record accurate minutes of all regular, executive, and special meetings. He shall report the same to the membership at the following regular meeting. He shall attend to all correspondence on behalf of the Society. He shall preserve all documents and papers of the Society, i.e., contracts, mortgages, insurance and employee records; especially those required by federal, state and local governments. No regular business may be transacted without his attendance or pro tern replacement, which can be assigned by the President. He shall, as circumstances arise, inform all Officers, Trustees and Committee Chairman as to time and date of Executive and Special meetings as instructed by the President. At the expiration of his term, he shall deliver all records to his successor. The Recording Secretary shall be the Secretary of the Society.

Sec. 7. The Executive Officers shall not be paid in performance of their duties.

Proposed:

ARTICLE VIII Duties and Requirements of Officers

Sec. 1. The President:

Duties – He shall preside over all regular and special meetings and preserve order. He shall cast the deciding vote in case of a tie. He or the Financial Secretary must sign all vouchers for payment before the Treasurer can pay them. He may call a special meeting if the necessity arises or upon request and shall be Chairman of the Executive Committee hereinafter provided for. In the event a vacancy occurs for any other elected office, the President may appoint a member in good standing to fill the unexpired term subject to approval of the Executive Committee.

Requirements – He should be able to speak German and must be an Active Member, who consistently demonstrates the promotion of German culture. He shall have served successfully in an elected office within seven (7) years prior to being a candidate for President.

Sec. 2. The Vice-President:

Duties - He shall be subordinate to the President but shall act and preside in his absence and, in case of death or expulsion of the President, the Vice-President shall automatically become President to fill the unexpired term.

Requirements - He should be able to speak German and must be an Active Member, who consistently demonstrates the promotion of German culture.

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Sec. 3. The Financial Secretary:

Duties - He shall collect and receive all monies due the Society by any person(s) acting for or in the name of the Society or under its direction or authority. He shall be the accountant for the Society and must be able to show the complete and accurate financial standing of the Society to the membership at all times. He shall record all monies received, dues, fees, contributions, and any other sources of income into the ledger and ensure that the money is deposited into the proper accounts. He or the President shall sign all invoices, record them, and then turn them over to the Treasurer for payment. He shall keep a record of the financial and business transactions of the Society in the ledger approved by the Executive Committee and Board of Trustees. He shall be responsible for the duties outlined in Article VI Financial Affairs, Sec. 3. At the expiration of his term, he shall deliver all records to a Financial Review Committee.

Requirements - He should be familiar with spreadsheets, accounting software, have an overall understanding of revenue and expense classifications, and general knowledge of profit and loss statements and balance sheets.

Sec. 4. The Treasurer:

Duties - He shall receive records from the Financial Secretary of all monies collected belonging to the Society. He shall pay all invoices as approved by the President or the Financial Secretary. He shall keep a correct amount of all monies received and paid by him and have his accounts ready for financial review annually. He shall be responsible for the duties outlined in Article VI Financial Affairs, Sec 3. At the expiration of his term of office, or when so required by the Society, he shall have available for a Financial Review Committee all monies, ledgers, papers, invoices, etc., of the Society; and he shall take a receipt for the same which the Financial Secretary shall keep with other records of the Society.

Requirements – He should be familiar with spreadsheets, accounting software, have an overall understanding of revenue and expense classifications, and general knowledge of profit and loss statements and balance sheets.

Sec. 5. The Chorus President:

Duties - He shall keep a record of the music and musical instruments of the Society and maintain the same. He shall chair the Music Committee and prepare the schedule of music events for each concert season. When new or additional music is necessary for the singers, the Chorus President shall recommend the purchase of the same to the Executive Committee who shall place the order for the same.

Requirements - He shall be an Active Singer. He should be knowledgeable of German music.

Sec. 6. The Recording Secretary:

Duties - The Recording Secretary shall be the Secretary of the Society. He shall be custodian of the seal and affix the same to all proper papers. He shall keep and record accurate minutes of all regular and special meetings, and report the same to the membership at the following meeting. He is responsible for keeping and recording minutes at the executive meeting. No regular business may be transacted without his attendance or pro tem replacement, which can be assigned by the President. He shall, as circumstances arise, inform all Officers, Trustees

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and Committee Chairman as to time and date of Executive and Special meetings as instructed by the President. At the expiration of his term, he shall deliver all records to his successor.

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Requirements - He should be able to communicate effectively. He should be familiar with word processing software, as well as a working knowledge of digital storage platforms.

Sec. 7. The Cultural Group Representative

Duties – He shall promote the purpose of the Club and support the general welfare of the Society.

Requirements – He shall be an Active member of the designated Cultural Group.

Sec. 8. Unless excused, officers are expected to attend Executive, Membership and Special meetings.

Rationale:

- Describing duties of each position and requirements for positions provides a guideline for potential candidates considering elected Club leadership positions. This should help to ensure qualified candidates.
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