



THE FOUR NOTES CLUB

ALUMNI & SUPPORTERS OF TIGER BAND

Bylaws

Revised 7/8/2022

Article I - Name, Objectives, and Purpose

1. The Organization shall be known as The Four Notes Club - Alumni & Supporters of Tiger Band - and shall be commonly known by the title The Four Notes Club.
2. The objectives of The Four Notes Club are to actively assist, support, and promote the LSU Tiger Marching Band (Tiger Band) and LSU. The goals, purposes, and objectives of The Four Notes Club shall include, but not be limited to:
 - a. Rendering service and financial support to Tiger Band
 - b. Encouraging respect for the high standards which Tiger Band strives to uphold
 - c. Promoting goodwill and fellowship among current and former members and supporters of Tiger Band
 - d. Stimulating interest in Tiger Band among qualified potential students of LSU
 - e. Participating actively in preserving the history of Tiger Band
 - f. Accumulating funds, primarily from member contributions and dues, for scholarship awards to deserving Tiger Band members and for other projects for the benefit of Tiger Band
3. The purpose of The Four Notes Club is to inspire alumni and supporters of Tiger Band to harness their collective LSU spirit for the benefit of current, future, and former members of Tiger Band, while contributing in various ways to the betterment of Tiger Band.

Article II - Office and Term

1. The address of the home office of The Four Notes Club is

The Four Notes Club
292 Band Hall
Louisiana State University
Baton Rouge, LA 70802

and the designated representative at such address is the organization's Secretary.

2. The term of existence of The Four Notes Club shall be in perpetuity, unless merged with another entity or dissolved as provided for in these bylaws.

Article III - Membership

1. Individuals who agree to support the objectives of The Four Notes Club, meet the financial commitment, actively participate in organization activities, and who otherwise meet the membership criteria specific in these bylaws shall be eligible for membership in one of the defined membership categories.

2. Types of Memberships

- a. Tigerland Member- available to former performing members of the LSU Tiger Marching Band. Tigerland members are non-voting members of the Four Notes Club who are eligible to serve on City Committees.
- b. Student & Recent Graduate Member - available to students currently enrolled at LSU. Student members are non-voting members of the Four Notes Club who are eligible to serve on City Committees.
- c. Friends and Family Member - available to anyone in the public who wishes to support the LSU Tiger Marching Band. Friends and Family members are non-voting members of the Four Notes Club who are ineligible to serve on City Committees, but receive all other membership perks.
- d. Lifetime Member – bestowed on members who, by their interest, service, and support have demonstrated continuing dedication over a number of years to Tiger Band, the School of Music, or the University. Lifetime membership is granted by the Executive Board. Lifetime members will not be obligated to pay annual dues or fees for organization events to which they are formally invited to attend.

Article IV - Executive Board & Board of Directors

1. Executive Board

- a. The management and control of the affairs and business of The Four Notes Club shall reside under the Executive Board's purview. The Executive Board may, by resolution or other direction, delegate or authorize City Committees or other Members to perform specific or general duties, powers, or activities normally performed by the Executive Board, including without limitation, the day-to-day activities and affairs of the Executive Board.
- b. The Executive Board shall be made up of the following positions: President, President-Elect, Vice President of Events, Vice President of Membership, Secretary, Treasurer, and Communications Specialist. Each position shall be elected by the voting membership of the Board of Directors.

- c. Officers shall hold office for a three-year term commencing at the conclusion of the Spring Meeting of their election. The first officer votes will be held at the 2023 Spring Meeting. At that time, the position of Immediate Past-President shall be established and filled.
- d. The President may recommend to the Executive Board for approval the appointment of such other officers or representatives as may be appropriate for the transaction of the organization's activities. Each such appointee shall have such authority, shall perform such duties, and shall hold office for such term as may be prescribed by the Executive Board in the appointing resolution.

2. Board of Directors

- a. The Board of Directors shall consist of the Executive Board, chairs of the various Committees, and other stakeholders as defined in these bylaws.
- b. The Board of Directors will select the Executive Board by majority vote of the Nominating Committee's recommended slate of candidates. In the event the vote fails for the slate of candidates, the Board of Directors shall elect each position individually.

Article V - Officers & Duties

1. Elected Officer Positions & Duties

- a. President - shall be the chief officer of the Executive Board and shall have general supervision of its affairs and shall carry out the policies established by the Executive Board. The President shall preside at all meetings of the Executive Board. The President shall act as the official organization spokesperson, appoint committees, and call meetings of the membership, the Executive Board, and Board of Directors. The President is an ex-officio member of all standing and special committees.
- b. President-Elect - shall perform and discharge the duties of the President in the President's absence. The President-Elect shall have general responsibility for programs at regular Executive Board meetings and shall also perform such other duties as the Executive Board or President may prescribe.
- c. Vice President of Events - shall chair the Events Committee and is responsible for overseeing all national events The Four Notes Club sponsors.
- d. Vice President of Membership and Merchandise - shall chair the Merchandise Committee and coordinate membership initiatives with City Committee Chairs. They will also work to develop new member benefits for national members.

- e. Secretary - shall give notice of all meetings, or cause same to be done, where notice may be required, shall keep a record of the proceedings of all Executive Board and Board of Directors meetings, shall conduct correspondence, and shall perform the duties incidental to the office of the Secretary and as prescribed by the Executive Board or President. The Secretary shall maintain an accurate record of the membership. The Secretary is authorized to make necessary administrative updates to the bylaws as deemed necessary by the officers.
- f. Treasurer - shall be the principal financial officer of the Executive Board and shall render an accurate account of the financial condition of the Executive Board at the annual meeting of the membership. The Treasurer shall oversee the collection of all contributions or other amounts to The Four Notes Club or LSU Foundation on behalf of The Four Notes Club. The Treasurer shall discharge promptly all approved financial obligations of the Executive Board. The Treasurer shall comply with all accounting standards and financial policies and guidelines adopted from time to time by the LSU Foundation.
- g. Communications Specialist - will be responsible for administering the organization's social media, online and traditional mail components, and the organization's website.

2. Other Positions & Duties

- a. Immediate Past-President - shall serve as the Chair of the Nominating Committee and perform other duties as assigned by the Executive Board. The term of office is three years, beginning on the first day following his/her term as President. In the event the office is vacated, the President will assume the chair of the Nominating Committee.
- b. Special Consultant – will be appointed by the Executive Board and serve terms of three years and may be reappointed for subsequent terms by the Executive Board. These individuals will be non-voting advisors to the Board of Directors in determining how best to build and foster relationships between the organization and various entities. These individuals shall have open invitations to all events and meetings of The Four Notes Club. Standing special consultants will be:
 - i. LSU Director of Bands
 - ii. LSU Director of Tiger Band
 - iii. The Four Notes Club's representative at the LSU Foundation

3. Vacancies and Removal from Office

- a. Vacancies in any elected officer positions for terms with less than a year remaining may be filled by appointment of the President of the Executive Board. Vacancies for positions with more than one year remaining shall be filled by a two-thirds majority vote of the Executive Board.
- b. Any officer may be removed by a two-thirds vote of the Executive Board for any cause whatsoever.

Article VI - Committees

1. The Executive Board, by resolution, may create such special or standing committees as it deems advisable. Executive Board members may choose the committee or committees on which they would like to serve.
2. **Standing Committees:**
 - a. City Committees - Each City Committee will consist of not less than five (5), but no more than 10 Members. Each committee will elect a Committee Chair to serve as a voting member of the Board of Directors for terms of two (2) years. To form a City Committee, the following procedures apply:
 - i. Applicants should submit a written petition to the President of the Executive Board that is signed by the initial committee members. The petition should include the following information a) the major metropolitan area the Committee will serve, b) the overall goal(s) of the Committee, c) an initial list of events to be hosted by the Committee - not less than one per quarter, d) the Committee's proposed starting date of operation, and e) any other pertinent information the applicant city would like for the Executive Board to consider.
 - ii. Upon receipt of the petition, the Executive Board shall consider the application for a period not longer than 30 days. During the review period, the Board may ask for additional information from the petitioners.
 - iii. If approved, the Committee will officially be recognized on either the 1st day of the month following the date of approval or the Committee's proposed starting date, whichever is later.
 - iv. If rejected, the metropolitan area will not be allowed to submit a new petition for a Committee for one (1) calendar year.
 - b. Nominating Committee – shall be a standing committee and shall be responsible for presenting the slate of nominees for elected officers of the Executive Board and for committee chairpersons at the Spring Meeting. The chairperson of the

Nominating Committee shall be the Immediate Past President of the Executive Board. The minimum five (5) members of the committee shall represent a cross-section of member eras and committees with the goal of soliciting individuals from multiple years of Tiger Band membership and from various units. The President of the Executive Board, the Dean of the College of Music & Dramatic Arts, and the Director of Bands shall serve as non-voting ex-officio members.

- c. Events Committee – shall be responsible for the planning and implementation of all Four Notes Club hosted events, including all social events surrounding alumni festivities, membership receptions, and the spring meeting. The Vice President of Events shall serve as Chair of the Events Committee and shall appoint subcommittee chairpersons as needed for each event. The President of the Executive Board, the Dean of the College of Music & Dramatic Arts, and the Director of Bands shall serve as non-voting ex-officio members.
- d. Student Committee – shall be responsible for assisting with the planning and implementation of all events hosted by The Four Notes Club that include current band members. The President of the Executive Board shall appoint the Chair of the committee, who will serve as a voting member on the Board of Directors. The remainder of the committee will be composed of student members of The Four Notes Club.
- e. Colorguard Committee - will consist of up to 10 Tigerland Members identifying as former colorguard members. The Committee will elect a Chair who will represent the committee and serve as a voting member on the Board of Directors. The Colorguard Committee will, in consultation with the current Tiger Band Colorguard Coordinator and Director of Bands, have access to and use of the funds in their special account.
- f. Golden Girl Committee - will consist of up to 10 Tigerland Members identifying as former Golden Girl members. The Committee will elect a Chair who will represent the committee and serve as a voting member on the Board of Directors. The Golden Girl Committee will, in consultation with the current Tiger Band Golden Girl Coordinator and Director of Bands, have access to and use of the funds in their special account.
- g. Merchandise Committee - shall be responsible for designing and maintaining the online store of The Four Notes Club. The Vice President of Membership and Merchandise shall serve as the Committee Chair and may appoint additional members as they deem necessary to assist in carrying out the duties of the Committee.

Article VII - Meetings & Voting

1. Meetings

- a. Executive Board – The Executive Board shall meet as it deems necessary upon the call of the President by telephonic, facsimile, digital, or written notice, duly served upon each member of the Executive Board not less than two (2) weeks before such meeting.
 - i. Quorum for the transaction of Executive Board business shall consist of four (4) members present.
 - ii. Meetings shall be conducted in accordance with Robert’s Rules of Order.
- b. Board of Directors - The Board of Directors shall meet each spring for a Spring Meeting and at other times deemed necessary. The President shall, by telephonic, facsimile, digital, or written notice, call a Board of Directors meeting by giving not less than four (4) weeks notice.
 - i. Quorum for the transaction of the Board of Directors business shall consist of 51% of the Board of Directors membership on the date of the meeting.
 - ii. Meetings shall be conducted in accordance with Robert’s Rules of Order.

2. Voting

- a. Each Executive Board and Board of Directors member shall be entitled to one vote at all meetings at which they are present, except as otherwise provided by these bylaws. All matters coming before the Executive Board or Board of Directors shall be decided by a majority vote of the voting members present, unless otherwise provided for in these bylaws. Board members may cast votes at meetings by written proxy.

Article VIII - Fiscal Year & Finances

1. The fiscal year of The Four Notes Club shall begin on the first day of July and end on the last day of June of the succeeding year.
2. At each Spring Meeting the Executive Board shall submit to the Board of Directors for approval the recommendation for the amount of the annual contribution for each membership category for the next fiscal year.
3. Executive Board members shall be responsible for the expenses that they incur while performing Executive Board activities, including travel and out of pocket expenses.

Executive Board member expenses may be reimbursed as the Executive Board deems suitable by a two-thirds vote of the Executive Board.

4. Budgets & Expenses

- a. At the Spring Meeting, the Treasurer will propose a budget for approval to the Board of Directors. Approval of the budget will require a two-thirds majority vote of the Board of Directors. If no budget is approved for the next fiscal year, the previous year's budget will stand.
- b. Proposed expenses outside of budgeted items will require approval from a two-thirds majority of the Executive Board.

5. Funds & Accounts

- a. Operational Account - All revenue raised from operational activities, including but not limited to, membership dues, Alumni Reunion, merchandise sales, event fees, etc. shall be deposited into the Operational Account of The Four Notes Club. The Executive Board shall have access to this account for the purposes of covering operational expenses.
- b. The Tiger Band Scholarship Fund - All unrestricted contributions made by individuals, corporations, or others for the support and benefit of Tiger Band. The Fund shall support Tiger Band's endowed scholarship and instructional activities, as well as Tiger Band projects deemed appropriate by the Dean of the College of Music & Dramatic Arts and the Director of Bands.

c. Special Accounts

- i. Members will be allowed to split member dues 50/50 into The Four Notes Club's Operational Account and a Special Account. Any processing and transaction fees will be deducted from the special account's portion of the funds.
- ii. Established Special Accounts
 1. City Committee Special Accounts - Each established City Committee will have an account. The Chair of the City Committee will have access to these funds, at the approval of the President of the Executive Board, for the purposes of planning and organizing socials and other events for members of The Four Notes Club in their city.
 2. Colorguard Special Account - the Colorguard Coordinator and Chair of the Colorguard Committee will have access to these funds, at the approval of the President of the Executive Board, for the

purposes of supporting the current members of the LSU Colorguard and for organizing Colorguard Alumni events and socials.

3. Golden Girl Account - the Golden Girl Coordinator and Chair of the Golden Girl Committee will have access to these funds, at the approval of the President of the Executive Board, for the purposes of supporting the current members of the LSU Golden Girls and for organizing Golden Girl Alumni events and socials.

- d. Members wishing to make additional contributions to any account or fund may do so at their own discretion.

Article IX - Amendments

1. The bylaws of The Four Notes Club may be amended or repealed by two-thirds of the members present and voting at meetings of the Board of Directors, provided that notice of the proposed amendment or repeal is given not less than 14 days prior to the date of the meeting at which the matter shall be considered.

Article X - Merger and Termination

1. The Board of Directors, by resolution adopted by a two-thirds vote of the voting membership, may approve the merger of The Four Notes Club into another organization or group. Upon the completion of such merger, The Four Notes Club shall cease to exist and any and all member contributions to The Tiger Band Endowed Scholarship and Enrichment Fund or any fund established by the organization at the time of the merger shall be transferred to the entity into which The Four Notes Club is merged.
2. The Board of Directors, by resolution adopted by a two-thirds vote of the voting membership, may elect to dissolve The Four Notes Club. Upon the effective date of dissolution, any and all member contributions remaining in the Operational Account, any Special Accounts, and/or any other account established by the Executive Board shall be transferred to the Tiger Band Scholarship Fund.
3. Notwithstanding the foregoing, if The Four Notes Club shall become inactive for more than 24 consecutive months since its last Spring Meeting and shall have less than 20 members, then with the concurrence of the Director of Bands and upon the majority vote of at least three past Executive Board members, The Four Notes Club shall be dissolved and any contributions remaining in the Operational Account, any Special Accounts, and/or any other account established by the Executive Board shall be disposed of in the manner specified in the foregoing subparagraph 2.