BY LAWS
The Dramateurs, Inc.

ARTICLE I - NAME
The name of the organization shall be "THE DRAMATEURS, INC."

ARTICLE II - OBJECTIVES
The objective of "THE DRAMATEURS, INC." shall be to stimulate greater interest in dramatic art and literature in Norristown and its vicinity through an educational program, one phase of which shall be the presentation of stage plays of various types. To this end, there shall be assembled in the membership hereof as large a group as possible of persons interested in such a program.

ARTICLE III - FISCAL YEAR
The fiscal year of the organization shall begin on the 1st day of January and end on the 31st day of December.

ARTICLE IV - MEMBERSHIP
A. Active Membership shall be composed of:
1. Those persons who are 18 years of age prior to January 1st of the fiscal year, and
2. have paid their dues according to Article VI for that fiscal year, and
3. have completed two of the following activities:
   a. substantial participation in a production during that season
   b. serving on a committee
   c. active involvement in planning or implementing a major activity
4. 3. a., b., and c., are subject to the approval of the Board of Directors.
5. Further consideration for active membership shall be at the discretion of the Board of Directors.
6. Persons who have not complied with number three (3.) above shall be considered General Members of the organization.

B. General Members shall be entitled:
1. to receive one transferable ticket to each production presented by the organization;
2. to receive audition notices, the organization's newsletter, and invitations to organization-sponsored social events.

In addition, Active Members shall be entitled:
3. to hold a seat on the Board of Directors.
4. to vote in all organizational elections.

C. Membership Term
Active membership shall be from calendar year April 1 through March 31 of the following year.

D. Expulsion of Membership

The Board of Directors shall have power to expel, by a 2/3 vote of the entire Board, any member who, in their judgment, shall be detrimental to the welfare of the organization; but no such action shall take place without written notice.

ARTICLE V - MAINTENANCE OF MEMBERSHIP

A member who has once been given active status shall maintain that status providing he or she complies with ARTICLE IV.

ARTICLE VI - DUES

A. Membership dues shall be fixed by the Board of Directors.

B. June 30th shall be the record date for payment of dues for active membership.

C. There shall be no refund of any dues or portion thereof.

ARTICLE VII - MEETINGS

A. MEETINGS

1. The annual meeting and the election of the Board of Directors shall be held on the first Wednesday of October.
2. A general meeting shall be held on the first Wednesday of June.
3. General meetings may be cancelled or rescheduled upon notice given not less than five (5) days nor more than ten (10) days before the date for that meeting.

B. SPECIAL MEETINGS

1. Special meetings shall be called by the president as deemed necessary or whenever the meeting is requested by at least four (4) members of the Board of Directors.
2. Notices of all special meetings shall be in writing and given or mailed to each active member not less than five (5) days nor more than ten (10) days before the date set for any such meetings.
3. All notices of any special meeting shall state the purpose of the meeting.

C. QUORUM

At all meetings of the organization, a quorum of not less than twelve (12) active members shall constitute a quorum. If a meeting cannot be organized because a quorum has not attended, those present may adjourn the meeting to such time and place as they may determine; however, in that event the presence of 50% of the active members would then be necessary to constitute a quorum.

D. PARLIAMENTARY PROCEDURE

The rules contained in Robert's Rules on Parliamentary Procedure shall govern all meetings of this organization in cases to which they are applicable and in which they are not inconsistent with the Bylaws. These rules of procedure may be suspended by a majority vote of those present and voting at any meeting.

ARTICLE VIII - ELECTIONS

A. NOMINATIONS

1. At the August meeting, the Board of Directors shall appoint a nominating committee of two active members of the organization who do not plan to be candidates for any office.
2. The duty of the nominating committee shall be to present to the organization at its annual meeting the names of all members accepting nomination for any position on the Board of Directors.
3. By September 1, the nominating committee shall mail a Nomination Form to all active members listing those offices open to election, and all active members eligible according to ARTICLE IV, to run for office. Active members make their nomination by completing and returning the forms to the committee.
4. The nominating committee shall contact each person nominated on such forms to verify their acceptance of the nomination.
5. From the names of persons nominated, qualified under ARTICLE IV, and willing to serve, the nominating committee shall compile a list of all nominees for each position by September 30. Nominations shall not be accepted by the committee after this date.
6. Other nominations or withdrawals may be made from the floor at the annual meeting.

B. ELECTIONS

1. A plurality vote of the active members present at the annual meeting shall be necessary for the election to any position. In the case of a tie, the choice shall be decided by a run-off election.
2. All elections shall be made by secret ballot.

C. JUDGES OF ELECTION

The nominating committee shall act as judges of election and determine the number of active members present at the meeting and the existence of a quorum. The judges shall also receive nominations and votes, hear and determine all challenges and questions in any way arising in connection with the right to vote, count and tabulate all votes, determine the results, and do such other acts as may be proper.

ARTICLE IX - BOARD OF DIRECTORS

A. BOARD

The Board shall consist of five (5) elected officers: President, Vice President, Treasurer, Recording Secretary, Corresponding Secretary, and four (4) General Board members.

B. TERM OF OFFICE

1. Officers

   The five (5) officers shall be elected at the annual meeting in October for a period of one (1) year or until their successors take office.

2. General Board Members

The terms of the general board members shall be staggered so that there will be two (2) members elected each year at the annual meeting in October, for a period of two (2) years or until their successors take office.

C. LIMITATION

No officer or general board member shall serve more than two (2) complete consecutive terms in the same position.

D. DUTIES OF THE BOARD OF DIRECTORS

The Board of Directors shall have general charge of the activities, funds and property of the organization. It shall establish major policies governing the affairs of the organization and devise and implement measures for the organization's growth and development, including the power to accept subventions.

2. The Board of Directors shall meet at least once a month. Extra or special meetings of the Board may be called by the President or requested by at least four (4) members of the Board of Directors. Notice of all Board meetings shall be given to all Board Members. Regular, extra, and special meetings may be cancelled or rescheduled upon notice given to all Board Members.
3. Five (5) members of the Board shall constitute a quorum. Once a quorum has assembled, business may be conducted and decided by a majority vote of those present.
4. All Board members shall deliver to their successors within two (2) weeks after the expiration of their terms all organization property in their possession.
5. The President shall preside at all meetings of the organization and of the Board and shall be non-voting ex-officio member, or may appoint a non-voting ex-officio member of all committees, except the nominating committee. The President shall appoint all committee chairpersons, subject to the approval of the Board.
6. The Vice President shall perform all the duties of the President during the latter's absence or disability and shall perform such other duties as may be assigned to him or her by the Board. In the event of a vacancy occurring in the office of the President, the Vice President shall serve as President for the remainder of the Presidential term.
7. The treasurer shall collect all dues, disburse all funds, and present at the regular monthly meetings and annually to the organization, a statement of receipts and expenditures. The Treasurer shall make such disbursements as shall be authorized as herinafter provided. The Treasurer's books shall be audited at the end of the fiscal year. The Treasurer shall send quarterly reports to the Certified Public Accountant hired by the organization.
8. The Recording Secretary shall keep minutes of all meetings and shall perform such other duties as may be assigned by the Board of Directors.
9. The Corresponding Secretary shall be in charge of all correspondence, including but not limited to the organization′s newsletter, and shall perform such other duties as may be

assigned by the Board of Directors.

10. In the event a Board Member misses more than three (3) consecutive meetings, the position will be considered vacant and will be filled according to provisions herein.

E. VACANCIES

All vacancies, except a vacancy occurring in the office of the President, shall be filled by an active member appointed by the Board of Directors.

ARTICLE X - STANDING COMMITTEES

The following committees shall constitute the standing committees of the organization. All committee members shall be appointed by the committee chairpersons, subject to the approval of the Board.

A. BUSINESS AND FINANCE

The Business and Finance Committee shall, as a minimum, include the Treasurer and two other Board members. The Committee shall prepare an annual budget, advise on the expenditure of funds, and report the same to the Board of Directors.

B. PLAY PRODUCTION

The Play Production Committee, consisting of not less than seven (7) members, shall select the plays to be presented, recommend the director and shall have charge of the library. The Play Production Committee shall provide assistance to all directors in the casting and implementation of the production as outlined in the Director's Guidelines. Play Production shall appoint two committee members to each production to act as liaison for the purpose of assuring the successful completion of each production.

C. STAGE

The Stage Committee shall be responsible for the inventory, care and storage of all stage properties.

D. LIGHT AND SOUND

The Light and Sound Committee shall have charge of all stage lighting and will act as light and sound advisor for all productions. All additions and alterations made in the light and sound equipment must be with the knowledge and approval of the Board of Directors.

E. COSTUMES

The Costume Committee shall be responsible for the arrangement, care, storage, and general inventory of all costumes.

F. PROPERTIES

The Prop Committee shall be responsible for the arrangement, care, storage and general inventory of all props.

G. MAKEUP

The Makeup Committee shall be responsible for the inventory, maintenance and storage of all makeup material.

H. PUBLICITY

The Publicity Committee shall have charge of the preparation and dissemination of all publicity relative to all activities of the organization, including but not limited to the organization's annual season brochure.

I. MEMBERSHIP

The Membership Committee shall have charge of all membership files. The committee will also be responsible for recording activities and/or duties performed by each member and making a report of this recording to the Board of Directors.

J. EDUCATION

The Education Committee shall stimulate interest and growth in areas of theatre arts.

K. BARN

The Barn Committee shall be responsible for maintenance and upgrading the facility and scheduling of clean-up day. Major alterations may be done subject to Board approval.

L. BOX OFFICE

The Box Office committee shall be responsible for purchase and selling of tickets, reservations, and membership attendance records.

M. SOCIAL

The Social committee shall be responsible for coordinating the annual Recognition Banquet as well as the Opening Night Parties for each production as outlined in the Director's Guidelines.

N. HOUSE

The House committee shall be responsible for obtaining ushers, coordinating concessions and preparing the auditorium, lobby and rest rooms for each production as outlined in the Director's Guidelines.

O. WAYS AND MEANS

The Ways and Means Committee shall be responsible for the solicitation of outside funding sources (i.e. grant writing, corporate sponsorship, direct mail donation, etc.) as well as other fundraising activities.

ARTICLE XI - OTHER JOB DUTIES

A. DIRECTORS

The Director shall be responsible for scheduling rehearsals and for the interpretation of the presentation of the production and for the performers therein. The Director shall have final approval of all

technical and administrative aspects of the production. The Director shall be appointed by the Play Production Committee for each production, subject to Board approval.

B. PRODUCER

The Producer is directly responsible to the Director and shall be in charge of supervising and coordinating the technical and administrative aspects of the production.

C. STAGE MANAGER

The Stage Manager shall work under direct authority of the Director in supervising and coordinating all back-stage activities until the night of the first performance when he or she shall assume full charge of backstage.

ARTICLE XII - FACULTY

A faculty shall be appointed as needed by the Board of Directors.

ARTICLE XIII - FINAL AUTHORITY

The Board of Directors shall have final authority of all matters in the organization.

ARTICLE XIV - AMENDMENTS

These By-Laws may be amended and/or repealed by a two-thirds (2/3) vote of the active members present at any meeting of the organization provided that written notice of such proposed amendment or repeal be given to each active member at least five (5) days prior to action being taken thereon.

ARTICLE XV - LIQUIDATION OF ASSETS

Dissolution requires a two-thirds (2/3) vote of active membership. Upon dissolution, all assets liquidated will be donated to a group or groups of similar purposes.

ARTICLE XVI – INDEMNIFICATION

Each person who is, shall be or shall have been a trustee, director, member or officer of the organization and each person who serves, shall serve or has served at the request of the organization shall be indemnified by the organization against all expenses reasonably incurred by or imposed upon him or her in connection with or resulting from any action, suit or proceeding to which he or she may be made a party by reason of his or her having been a trustee, director, member or officer of the organization or of any subsidiary or affiliate of the organization, except in such matters as to which he shall finally be adjudicated in such action, suit or proceeding to have acted in bad faith and to have been liable by reason of misconduct in the performance of his or her duty as such trustee, director, member or officer of the organization. The organization may, to the extent authorized from time to time by the Board, grant rights of indemnification to any such person to the fullest extent provided under the laws of the State of Pennsylvania as they may be in effect.

CHANGES AND ADDITIONS

All previous By-Laws shall be repealed upon adoption of these By-Laws. Upon adoption, these become the official By-Laws of the organization.

Amended, June 2001
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