

BY-LAWS of the Florida Guitar Education Association

ARTICLE I – NAME, PHILOSOPHY & PURPOSE

1. The name of this organization shall be the Florida Guitar Education Association. Hereinafter designated as FGEA or as “the Association”. The Association shall exist perpetually.
2. Philosophy: We believe guitar education uniquely fosters technical, musical, intellectual, and emotional growth in students.
3. Purpose: To support guitar education through professional development, advocacy, performance assessments, and community outreach, echoing the mission of Florida’s music organizations.
4. This Association shall be affiliated with the Florida Music Education Association (FMEA) as a Council Association, in accordance with the provisions of the constitution and bylaws of FMEA.
5. To support the membership through the organization and administration of events and facilitating participation for:
 - School guitar ensembles of any size, level, and genre.
 - Qualified individual guitar students and small ensembles at all levels of difficulty and proficiency.
 - Qualified guitar students who participate in district, regional and state guitar ensembles, and other appropriate ensembles.

ARTICLE II – MEMBERSHIP

Section 1 – Categories

Membership shall consist of the following categories:

1. Active-open to all persons engaged in guitar teaching or other guitar education work in compliance with school districts and or the Music Education Association.
2. Associate – individuals or organizations interested in the Association.
3. Collegiate – full-time college students in music, not currently employed as educators.
4. Retired – retired guitar teaching professionals.
5. Honorary – conferred by Board recommendation and majority vote.

Section 2 – Rights & Privileges

1. Active members have voting rights and may hold office.
2. Retired members have voting rights.
3. Associate and Collegiate members may participate in events but not vote or hold elected office.
4. Honorary Membership may be conferred in recognition of distinctive service and will be exempt from any dues in the Association. Such membership does not carry the privilege of voting or holding office.

Section 3 – Dues

1. Annual dues are set by the Board of Directors and approved prior to April 1st. Changes in the amount of dues may not exceed \$10 annually unless approved by a majority vote of the full membership. FGEA dues shall be in addition to the dues for FMEA. Dues shall be paid to the FMEA office.
2. The membership year runs from July 1 to June 30.
3. Failure to pay dues suspends privileges until paid.

Section 4 – Suspension & Expulsion

1. Non-payment leads to suspension; reinstatement upon payment.
2. Ethical violations may result in suspension or expulsion by the Board, with appeals at the next business meeting.

ARTICLE III – MEETINGS

Section 1- Number of Meetings

1. One official business meetings to be held in conjunction with the FMEA In-Service Conference.
2. The general membership will be invited to up to four meetings a year.

Section 2- Conduct

1. All meetings shall be conducted in accordance with Robert’s Rules of Order, Revised except as otherwise directed by the President.

Section 3- Quorum

1. A quorum for all general membership meetings of the Association shall consist of the members in attendance. It shall be the duty of the President to verify and declare that a quorum of the membership of the Association is present before conducting official business. A quorum must be a minimum of seven voting members.
2. A quorum for a meeting of the Board of Directors shall consist of the voting members in attendance.

ARTICLE IV – ORGANIZATION & DISTRICTS

Section 1 – Districts

1. The state shall be divided into geographic districts based on member population.
2. District boundaries and chairpersons are defined in the Handbook.

Section 2 – State Regions

1. Optional division into regions for statewide events, per growth and logistics as defined in the handbook.

ARTICLE V – OFFICERS & GOVERNANCE

Section 1 – Officers

1. The Board of Directors of the Association shall be the President, President-Elect, Past-President, Secretary, and District Chairs.

Section 2-Duties and Responsibilities

1. President:
 - a. Attend all Executive Board Meetings.
 - b. Serve as the Executive Officer of the Association and preside over meeting of the Executive Board and the Association.
 - c. Perform the duties delegated to him/her in the Bylaws, the Association and the Executive Board.
 - d. Appoint all committees and representative(s) to other Boards.
 - e. Serve as a member of the Executive Board of FMEA.
 - f. Enforce the observance of the Bylaws and other regulation of the Association.
 - g. Serve as a liaison between the All-State Guitar Coordinators and the Executive Board.
2. President-Elect
 - a. Attend all Executive Board Meetings.
 - b. Perform the duties of the President in his/her absence or inability to act as president.
 - c. Perform duties as delegated by the Bylaws, Association and the Executive Board.
3. Past President
 - a. Attend all Executive Board Meetings.
 - b. Serve as advisor to the President and Chairman of the Handbook Committee.
 - c. Assume the office of Past-President upon the conclusion of his/her tenure as President.
4. Secretary
 - a. Attend all Executive Board Meetings.
 - b. Accurately record minutes for all board, committee, and general meetings.
 - c. Maintain organized records of agendas, meeting notes, bylaws, policies, and historical documents.
 - d. Assist in managing membership databases, renewals, and communications.
5. District Chairpersons
 - a. Attend all Executive Board Meetings.
 - b. Serve as a liaison between the members of their District and the Executive Board.
 - c. Preside over District activities.
 - d. Maintain communication with all members within their District.

Section 3 – Nominations, Elections, and Terms of Service

1. Nominations can be by self or another member.
2. Elections shall take place at a meeting and if there are two members running for the same office the members shall vote by secret ballot.

3. Terms of service will be limited up to 4 years.
4. Board Members shall assume office immediately upon election.

ARTICLE VI – COMMITTEES

Section 1 – Standing Committees

Appointed by the President, typically including:

1. All-State Committee
2. Solo and Ensemble Festival Committee

Section 2 – Duties & Terms

1. Committees normally serve up to 4-year terms; chairs may be reappointed.
2. President serves as ex-officio on all committees.

Section 3 – Special Committees

1. Appointed as needed for tasks or events.
2. Disbanded when work is complete unless otherwise specified.

ARTICLE VII – FINANCES

Section 1 – Fiscal Year

1. July 1 to June 30.

Section 2 – Budget & Dues

1. Board of Directors prepares an annual budget which will be presented at general business meeting at the FMEA Conference.
2. Annual dues and fee structure shall be approved alongside the budget.

Section 3 – Financial Oversight

1. President to maintain budget records; Secretary will assist.
2. Financial operations audited annually under the FMEA audit procedures with results reported at the annual membership meeting.

Section 4 – Signing and Deposits

1. All Association funds (deposits and expenses) shall be handled through the FMEA office.

ARTICLE VIII – ADJUDICATION & EVENTS

Section 1 – Sponsored Activities

1. District and State adjudications, clinics, workshops, and certification events align with FMEA and FSMA guidelines.

Section 2 – Participation Guidelines

1. Eligibility, application, fee, and adjudication procedures are governed by Association-approved frameworks and Handbook regulations.

ARTICLE IX – ETHICS & DISCIPLINE

Section 1 – Code of Ethics

1. Members are expected to uphold integrity and professionalism in accordance with FMEA ethics guidelines and the State of Florida Professional Code of Ethics.

Section 2 – Complaints

1. Written complaints shall be directed to FMEA Executive Committee and confidentially handled per detailed procedures.

Section 3 – Hearings & Sanctions

1. FMEA Executive Committee shall investigate and recommend action; FGEA Board may suspend or expel members following a hearing.
2. Suspended or expelled members may apply for reinstatement at the next general meeting.

ARTICLE X- AMENDMENTS

1. Amendments to the Bylaws shall require two separate readings at consecutive meetings of the Board of Directors, with such meetings held no less than thirty (30) days apart. Each reading must be followed by approval of the proposed amendment by a majority vote of the Board of Directors present.
2. Following approval by the Board of Directors and proper publication of the proposed amendment(s), the general membership shall vote on the amendment(s). Approval shall require a simple majority of the members present and voting at a duly called meeting.
3. All duly approved amendments shall take effect immediately upon approval by the general membership.

ARTICLE XI – DISSOLUTION

1. In event of dissolution, assets are distributed to and by the Florida Music Education Association, in accordance with FMEA bylaws.

ARTICLE XII – ADOPTION

1. These By-Laws shall take effect after a formal call to order and upon ratification by majority vote of the members present at the adopting meeting.