

Constitution and By-laws of the Serbian Singing Society Lira

Article I. - Preamble

The name by which this organization shall be known is:

Serbian Singing Society Lira (S.S.S. Lira)

The official record-keeping language of this organization shall be English.

S.S.S. Lira Slava is The Holy Three Hierarchs - February 12th.

Article II. - Purpose

The goal of the organization is to propagate and perpetuate Serbian choral music by:

- (a) Singing responses at Liturgies and other services of the St. Luke Serbian Orthodox Church, Washington, DC.
- (b) Engaging the community by promoting Serbian spiritual and secular music.
- (c) Fostering and encouraging collaboration among other organizations which promote Serbian and Orthodox spiritual and cultural patrimony.
- (d) Assisting the St. Luke Serbian Orthodox Church, Washington, DC, spiritually, artistically, physically, and financially, .

Article III. - Membership

The rules governing membership in this organization are as follows:

- (a) Any person 13 years of age or older, who is of good moral character shall be eligible to membership in the S.S.S. Lira.
- (b) Any person desiring to become a member of this organization shall meet with the Choir Director for their singing assessment. If accepted, the Choir Director shall notify the Board in writing and shall introduce the new member to the S.S.S. Lira at the next rehearsal.
- (c) Members are expected to make a good faith effort to attend all Church services, rehearsals and appearances, as well as participate in fund-raising efforts of the Society.

- (d) To be a member in good standing, each member needs to attend at least 50% of all Church services, rehearsals and appearances.
- (e) Prior to the Annual Assembly, the Secretary will notify all the members if they satisfy Article III (d) or not. If a member does not satisfy Article III (d), they may submit a written request to the Board, explaining their reasons and asking to be recognized as a member in good standing. At the Annual Assembly the Board will present each member's request via a motion. All members in good standing will decide, via a secret vote, each case individually. Fifty percent and more of the votes will pass the motion.

Article IV. - Organizational Structure

The Society shall be managed by an Executive Board comprised of the President, Vice-President, Secretary, and Treasurer and as ex-officio members the Choir Director and Parish Priest. The Officers shall be elected from the membership at the Annual meeting for a term of one (1) year. An officer shall not hold the same office for more than three (3) consecutive years. The Officers shall set a good example to the members and are obligated to abide by these bylaws in all matters pertaining to the Society. Candidates for the Executive Board must be members in good standing.

- (a) Executive Board meetings shall be held monthly, or as determined by the President. The quorum for the Executive Board meetings will be 3/4 of the Officers. Meetings will be open to all Lira singers. If needed, executive sessions (closed to all but the choir board) will be held.
- (b) The Executive Board may call special meetings, and the members will be given advance notice of the same when practicable.
- (c) There shall be an annual meeting to elect officers and a two (2) person Audit Board which shall be held in February. The date of the Annual Meeting shall be announced by the Executive Board. The agenda of the Annual Meeting and order of business shall be determined by the Executive Board.
- (d) A quorum will consist of 1/2 of the members in good standing plus one (1).
- (e) All members in good standing shall be entitled to vote.
- (f) All decisions and elections at annual and special meetings of the organization shall be decided by a majority vote of the members qualified to vote and present at the meeting (voting will be secret).
- (g) The President, or presiding officer in the absence of the President, shall not have the right to vote at any meeting except in the case of a tie vote. If a tie vote occurs, the President shall be permitted to vote or decide the issue.
- (h) To hold or be elected to office, a choir member must first be a member of St. Luke Serbian Orthodox Church in good standing as defined by the church Bylaws and a

member of the S.S.S. Lira in good standing for at least six (6) months and must be at least eighteen (18) years of age.

- (i) If an officer is unable to fulfill his/her term, the President will appoint a replacement. If the President is unable to fulfill his/her term, the Vice-President will become the President. If both the President and the Vice-president are unable to fulfill their term, the Parish Priest will appoint a new President, but the election of all board members must be organized within 90 days of the appointment.

Article V. – Duties of the Executive Officers

(a) President:

The President shall preside at all meetings of the organization and the Executive Board. The President shall maintain order and be responsible for the proper conduct at all meetings. The President shall be authorized to sign checks in case the Treasurer is unable to do so. The President shall appoint and shall be an ex-officio member of all standing committees.

The president must be a member of the Society for a minimum of two (2) years and will have held previous Executive Board positions except upon the initial organization of the society

(b) Vice- President:

The Vice-President shall assist the President in the performance of his/her duties and shall preside at all meetings in the absence of the President. The Vice-President shall assume chairmanship for the following functions of the Society: concerts, dances, fundraisers and special events.

The Vice-President must be a member of the Society for a minimum of two (2) years except upon the initial organization of the society.

(c) Secretary:

The Secretary shall record and keep minutes of all the meetings of the organization and be responsible for keeping said records in good order. The Secretary shall also keep track of attendance at all choir functions. The Secretary shall manage all correspondence for the organization, under the direction of the President.

The Secretary must be a member of the Society for a minimum of six (6) months except upon the initial organization of the society.

(d) Treasurer:

The Treasurer shall maintain and handle all financial transactions, pay all legal obligations and debts, keep all receipts and financial records in proper order,

and submit a financial report to the members at all meetings of the organization. The Treasurer must request an audit of the books by the Audit Board prior to the Society's Annual Assembly. The Treasurer shall pay all obligations by check when possible. The Treasurer shall not pay any obligations of the organization without the consent of the Executive Board.

The Treasurer must be a member of the Society for a minimum of one (1) year except upon the initial organization of the society.

Article VI. – The Directorship

The Directorship is comprised of the Choir Director and Assistant Director(s).

- (a) The position of Choir Director is hereby established. The Choir Director will be filled by nomination of the President and confirmation by a majority vote of the membership. The nominee for Choir Director must be accepted by the Parish Priest.
- (b) There is no limit to the term of office, however a motion may be made by any member at an annual meeting to remove the Choir Director. Upon removal the President can nominate a new Choir Director at a subsequent monthly meeting.
- (c) Choir Director is in complete charge of singing at all rehearsals and appearances of the Society. The selection of songs and programs for all appearances of the Society shall be made by the Choir Director.
- (d) Remuneration and reimbursement of expenses are allowed under the provisions of the by-laws.
- (e) Assistant Directors are appointed by the Choir Director and serve until removed by the Choir Director.
- (f) Assistant Director(s) must be members of the Society in good standing. They shall take over the duties of the Choir Director should the need arise.

Article VII. - Record-keeping

S.S.S. Lira is utilizing an electronic office (paperless office) on the St. Luke's Google Organization workspace. All records, such as: minutes, financial statements, music scores, etc. should be kept there.

Article VIII. - Rules of Order

The rules contained in Roberts' Rules of Order, Revised, shall govern the meetings of this organization where they are not inconsistent with these Constitution.

This Constitution and By-laws may be amended at an Annual meeting where at least ¾ of all members in good standing are present, by two-thirds (2/3) majority vote.

Article IX. - General Regulations

Should the Society become inactive for longer than six (6) months, the assets of the Society shall be turned over to St. Luke Serbian Orthodox Church, 10660 River Rd, Potomac, Maryland.

Article X. - Disputes

Should a situation arise where these by-laws do not provide enough guidance, the Board will make a ruling by a majority vote. The Board ruling can be appealed at the annual or special meeting where the members in good standing will make a ruling by majority vote (secret vote) - this decision will be final and cannot be appealed.

This Constitution has been updated on this day, March 3, 2024 by:

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