

**METROPOLIS OF BOSTON FEDERATION OF
GREEK ORTHODOX CHURCH MUSICIANS**

C O N S T I T U T I O N

Authorized/Adopted November 1946

Constitution Adopted June 1947

Revised June 1954

Revised October 1984

Revised October 1992

Revised November 2003

Revised November 2006

"We, the Metropolis of Boston Federation of Greek Orthodox Church Musicians, establish this Constitution to state our purposes, our government and our program; and to record the history of this organization."

Mission

Our mission is to learn, to teach and to pray while leading the faithful of our Orthodox Church in the hymns, prayers, canons and psalms of our Church.

ARTICLE I - NAME

The name of this organization shall be: **The METROPOLIS OF BOSTON Federation of Greek Orthodox Church Musicians (the Federation).**

ARTICLE II - ORGANIZATION AND HISTORY

The New England Federation of Greek Orthodox Choirs (NEFGOC) was organized by George Alevizos and authorized by His Late Holiness, Athenagoras I, the then Archbishop of the Greek Orthodox Archdiocese of North and South America, during the Ninth Biennial Clergy-Laity Congress held in Boston, November 1946. The original Constitution was adopted at a meeting held in the summer of 1947 at the Annunciation Cathedral of New England. NEFGOC consisted of all the parishes in Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont, and Montreal, Canada.

Annual Conferences were held in the second weekend of June and were hosted by the large cities in New England.

In 1981, when the Diocese of Boston was created, the boundaries of NEFGOC were changed to include all the New England States but only four parishes in Connecticut (Danielson, Enfield, New London, and Norwich). NEFGOC undertook to service these parishes. The rest of the Church Choirs in Connecticut had the option to join NEFGOC or become a member of any other federation. During this time the Annual Conference date was changed to the first weekend in October.

Because NEFGOC was one of the first federations to be established in America and Canada, the founding fathers of the other federations being formed in America used the format of the NEFGOC Charter to establish their federations in America.

The Fiftieth Anniversary since the founding of NEFGOC was held in June of 1997 at the

Annunciation Cathedral of New England in Boston, the church in which the charter was signed during the summer of 1947.

In June 2002, His Eminence Metropolitan Methodios of Boston appointed an Interim Planning Committee to rejuvenate NEFGOC. Elections were held at the 2003 Conference and the Executive Board was reestablished.

In 2002 the Interim Planning Committee established a yearly Church Music Institute (CMI) for Choir Directors, Organists and Psaltai.

At the Annual Conference held in November 2005, NEFGOC changed its name to the Metropolis of Boston Federation of Greek Orthodox Church Musicians (the Federation).

The Sixtieth Anniversary of the founding of the Federation was held in November of 2006 at the Annunciation Cathedral of New England in Boston.

ARTICLE III - PURPOSE

- A. To **foster** and maintain a high standard of singing among all church musicians of the Federation.
- B. To **promote** the study, development, performance and publication of Greek Orthodox church and folk music.
- C. To **institute** a means of integrating the work of the member parishes in order to increase the interest and enthusiasm of the individual members.
- D. To **provide** a means of developing character, personality and fellowship through music.

ARTICLE IV - MEMBERSHIP

- A. Every choir and church musician of a Greek Orthodox parish listed in the Archdiocese Annual Yearbook for the Metropolis of Boston may be a member of the Federation upon the payment of the membership dues as provided in the Constitution.
- B. Special individual memberships are also available under conditions described in Article VII.

ARTICLE V - GOVERNMENT

A. The Federation Council

1. The Federation Council is the legislative body of the Federation. Its membership is composed of the **Executive Board** (*see paragraph B, this Article*) and a delegation of church musician representatives from each member parish in good standing. The choir director should be one of the representatives.
2. A quorum shall consist of those member parishes in good standing, which are represented at any given meeting, provided that proper notice for that meeting was given at least three weeks prior to the meeting. A member in good standing is any parish whose dues are paid in accordance with Article VII.
3. Meetings shall be open to all church musicians unless otherwise specified.

B. The Executive Board

1. The Executive Board is the administrative body of the Federation. It is composed of the President, Regional Vice Presidents, Immediate Past-President, Secretary, Treasurer, Librarian and District Supervisors. The *Acouste Key* and *Mini Acouste Key* Editors, Federation Chaplain, Conference Chairs, and Scholarship Trustees are ex-officio members of the Board.
2. A quorum shall consist of those elected members who are present at any given meeting, provided that proper notice for that meeting was given at least three weeks prior to the meeting.

C. Regions and Districts

1. The Federation is divided into three (3) Regions with seven (7) Districts within these Regions.
2. Districts are placed in one of the Regions by their geographical location. An organizational chart must be maintained in the Operational Procedures Handbook.
3. Parishes are placed in one of the Districts by their geographical location. An organizational chart must be maintained in the Operational Procedures Handbook.
4. Addition of new members to the organization will be made as set forth in paragraphs 1, 2, and 3 of this Article.

D. Elections

1. The election of officers and the selection of District Supervisors shall be held during the Federation Council Meeting at the Annual Conference.
2. The Nominating Committee shall present a slate of officers and District Supervisors to the Federation Council at the Annual Conference.
3. Candidates for office may also be nominated from the floor by any member in good standing. Candidates for office must be members of a member parish in good standing.
4. Elections will be by secret ballot if there is more than one nominee for any office.
5. The President, Regional Vice-Presidents, Secretary, and Treasurer shall be elected for a term of two years and they shall be installed at the close of the Divine Liturgy at the Annual Conference.
6. The Regional Vice-Presidents should reside in their respective regions.
7. District Supervisors should reside in their respective Districts and shall serve for a term of two years. They shall be installed at the close of the Divine Liturgy at the Annual Conference.

E. Appointed Offices

1. The Federation Librarian shall be appointed by the President and confirmed by the Executive Board. The Librarian shall be installed with the other officers at the Annual Conference.
2. Three trustees of the Memorial Scholarship Fund, one of whom must be the Librarian, shall be appointed annually by the President and confirmed by the Executive Board.

F. Areas of Responsibility and Authority

1. The Federation Council has final authority in all legislative matters.
2. The Federation Council or the Executive Board may establish administrative procedures as required to assist in the efficient operation of the Federation's activities or the duties of its officers.
3. The Executive Board will have the authority and responsibility to administer the decisions of the Federation Council. Decisions by the Executive Board must lie within the legislative mandates of the Federation Council.
4. Decisions will be made by both bodies by majority vote, except when revising the Constitution or removal of officers, which will require a two-thirds vote.
5. During Federation Council meetings, the delegation from each member parish shall cast one unanimous vote on all business matters presented on the floor. In case of a tie, the Federation President shall cast a vote representing the majority vote of the Executive Board.
6. If the President or the Executive Board determines that a telephone, mail or e-mail vote is desired or necessary, the results will be considered a valid representation of the member parishes in good standing if at least 50% of the dues-paying membership responds. Of those ballots returned, a majority will prevail. If 50% of the membership does not respond, the item will be referred back to the President or the Federation Council for regular action at a regular meeting.

ARTICLE VI - DUTIES OF OFFICERS

A. President

1. The President shall be the highest officer of the Federation and shall preside at the meetings of the Executive Board and the Federation Council.
2. The President shall be empowered to call a meeting of the Executive Board or the Federation Council whenever, in the President's opinion, the need arises. There shall be a minimum of one Council meeting plus the Conference meeting annually.
3. The President, with the aid of the Executive Board, shall be responsible for the execution of the purposes and the provisions of this Constitution.

4. The President, along with the Treasurer, shall sign all bills and checks approved by the Federation Council or Executive Board. The President and the Treasurer shall be responsible for developing the annual budget to be presented at the Federation Council meeting during the Annual Conference.
5. The President, with the approval of the Executive Board, shall have the power to fill any vacancy on the Executive Board for the unexpired term.

B. Regional Vice-Presidents

1. The Regional Vice-Presidents shall be directly responsible to the President.
2. The Regional Vice-Presidents shall be in charge of their respective Regions with the commensurate authority to carry out their responsibilities.
3. The Regional Vice-Presidents shall be responsible for reporting the activities of the Districts within their Region at Federation Council and Executive Board meetings.
4. The Regional Vice-Presidents shall assist and support the District Supervisors within their Region.
5. The Regional Vice-Presidents shall be responsible for public relations in their Regions.
6. The Regional Vice-Presidents shall serve as members of both the Nominating and Merit-Rating Committees. (*See By-Laws*)

C. Immediate-Past President

1. The Immediate-Past President shall function as an assistant to the President and will be assigned duties and responsibilities as designated by the President and approved by the Executive Board.
2. The Immediate-Past President shall function as an advisor to the Executive Board.
3. The Immediate-Past President shall possess only those responsibilities as are mutually agreed upon by him/her and the Executive Board.
4. The Immediate-Past President will assume the role of the President whenever the President is absent from meetings or if the President can no longer retain the office.

D. President Emeritus

1. A President Emeritus shall be a person who has been a Past President of the Federation who has demonstrated extraordinary service to the Federation.
2. A President Emeritus shall be selected by the Executive Board.
3. The President Emeritus shall function as an assistant to the President and will be assigned duties and responsibilities as designated by the President and approved by the Executive Board.

4. The President Emeritus shall function as an advisor to the Executive Board.
5. The President Emeritus shall possess only those responsibilities as are mutually agreed upon by him/her and the Executive Board.

E. Secretary

1. The Secretary shall keep records of minutes, correspondence, and all other information pertaining to the membership of the Federation.
2. The Secretary shall send out notices of all meetings called by the President and will call the roll at those meetings.
3. The Secretary shall provide a Secretary's Report of all Federation Council and Executive Board meetings.
4. The Secretary shall hold and maintain the membership database, which will be utilized for Federation mailings to all church musicians.
5. The Secretary shall assist the Editors of the *Acouste Key* and *Mini Acouste Key* in the preparation and/or transmittal of these two newsletters to all church musicians.

F. Treasurer

1. The Treasurer shall be responsible for maintaining an accurate accounting of all financial matters of income and expenses.
2. The Treasurer shall provide a financial report at all Federation Council and Executive Board meetings.
3. The Treasurer, along with the President, shall sign all bills and checks approved by the Federation Council or Executive Board and make timely payment of such bills.
4. The Treasurer, along with the President, shall be responsible for developing the annual budget to be presented at the Federation Council meeting during the Annual Conference.

G. Librarian

1. The Librarian shall maintain and administer the Federation Library.
2. The Librarian shall seek out and obtain all items that will enhance the Library.
3. The Librarian shall periodically revise, update, publish, and distribute the Federation Library catalog.
4. The Librarian shall act as Secretary for the Scholarship Committee with the responsibility of distributing information and applications. The Librarian shall also receive and prepare applications for consideration by the Scholarship Committee.
5. The Librarian shall be a trustee of the MBFGOCM Memorial Scholarship Fund.

H. District Supervisors

1. The District Supervisors shall act as advisors to the church musicians with the assistance of the Regional Vice-President of that Region.
2. The District Supervisors shall assist the communities of their Districts, upon request, in the organization of choirs where they do not exist.
3. The District Supervisors shall hold at least one annual gathering of the church musicians of their respective Districts, during which all, or as many as possible, parishes of the District take part. At such gatherings, resolutions may be drawn up to be presented at any meeting of the Federation Council.
4. The District Supervisors shall serve as members of the Public Relations Committee and execute their duties as such (see By-Laws).

ARTICLE VII - DUTIES, RESPONSIBILITIES AND PRIVILEGES OF MEMBERS

- A. Member parishes shall pay in full the current yearly Federation dues, as stipulated in By-Law A, prior to September of each year or be assessed a late fee in accordance with By-Law B of this Constitution.
- B. Member parishes failing to pay their annual dues prior to September shall be considered inactive members until such dues, together with accrued assessments, have been paid.
- C. Inactive members shall have no voting rights at any meetings and shall forfeit their privileges of access to the Federation Library.
- D. New member parishes shall pay the current yearly Federation dues in full (without late fees), regardless of the time of year at which they enroll.
- E. Each member parish shall submit an updated list of its church musicians with their addresses to the Treasurer of the Federation by September of each year.
- F. Every member parish shall have the right to receive the *Acouste Key*, the *Mini Acouste Key* and all regular correspondence, and to request and obtain assistance from the appropriate officers in matters pertaining to organization, music, etc.
- G. Every church musician participating in the Annual Conference shall be required to learn the music to be performed at the Annual Conference.
- H. Member parishes may be organized and have their own constitution; such constitutions shall not take precedence in any Federation matter over the Federation Constitution.
- I. A special individual member status is available under the following conditions:
 1. Individuals are not currently members of an active choir.
 2. Individual members shall pay in full the current yearly Federation dues as stipulated in By-Law A-2 prior to September of each year.
 3. Individual members may participate in meeting deliberations, but shall have no vote.

4. Individual members may take advantage of all other Federation services, such as the library, scholarship program, inclusion on the mailing lists, etc.

ARTICLE VIII - REMOVAL OF OFFICERS

Any officer may be removed from office by a two-thirds vote of the Federation Council or Executive Board.

ARTICLE IX - ANNUAL FEDERATION CONFERENCE

- A. The Federation shall hold an Annual Conference in November.
- B. The selection of each year's Conference site shall be decided at Federation Council meetings, alternating, if possible, among the Regions in which the Conference is held.
- C. If no bids are presented to the Federation Council, the Executive Board shall have the responsibility of selecting a Conference site.
- D. The Executive Board shall have the responsibility of approving the details of the Conference.
- E. The Executive Board is empowered to seek, examine, and accept bids for future Conferences from potential host choirs prior to the Annual Conference. A letter must accompany such bids from the priest and parish council of that community authorizing the action by its church musicians, and by facts and information indicating the facilities available for a Conference in that area.
- F. Net profits from the Annual Conference shall be divided as follows: 40% to the Federation, 60% to the host city.

ARTICLE X - GUEST CONDUCTOR / DIRECTOR AND ACCOMPANIST

- A. A guest conductor, who is a communicant of the Greek Orthodox Church and an established musician in the field of choir work, shall be selected by the Federation Council or Executive Board and invited by the Federation to conduct the combined choirs of the Federation in the Divine Liturgy held at the Annual Conference.
- B. A guest conductor may be selected who is not a communicant of the Greek Orthodox Church, provided the person is a conductor of an Eastern Orthodox Church Choir and meets the other criteria established above.
- C. The guest conductor shall be paid a fixed stipend and expenses as part of Conference expenses, as established by the Executive Board and stated in the Operational Procedures Handbook.
- D. The guest conductor shall receive travel expenses and housing expenses for one Regional and/or District rehearsal for the Conference music from the Federation, as outlined in the Operational Procedures Handbook.
- E. The guest accompanist shall be paid a fixed stipend and expenses as part of Conference expenses, as established by the Executive Board and stated in the Operational Procedures Handbook.

- F. The guest accompanist shall receive travel expenses and housing expenses for one Regional and/or District rehearsals for the Conference music from the Federation, as outlined in the Operational Procedures Handbook.

ARTICLE XI – AMENDMENTS

- A. This Constitution may only be amended by a two-thirds vote of the Federation Council.
- B. Amendments may be proposed by member parishes or the Executive Board in accordance with paragraph C, below.
- C. Proposed amendments, together with supporting arguments, must be submitted in writing to the Executive Board. If the Board considers such amendments proper, the Secretary will publish and mail them to the membership for study and place them on the Federation Council meeting agenda. Action by the Board to disapprove a proposed amendment may be overruled by a two-thirds vote of the Federation Council; whereupon such amendments shall be published and considered by the membership in accordance with this paragraph, and placed on the agenda of the next Federation Council meeting.