

Constitution of New Voices Opera

Preamble

We are committed to the production of new operas which are relevant to today's world. As vocalists, composers, instrumentalists, conductors, and crew, we combine our talents and our energy to create fresh new artwork. This is opera for today. This is opera for everyone. This is **New Voices Opera**.

Artistic Mission

To produce one opera each year in Bloomington, Indiana. Any number of additional productions may be undertaken, as resources and personnel allow. The organization has a bias towards opera, but may also produce works of musical theatre or staged songs. The organization has a bias towards works by IU student composers, but may also produce works by any composers or songwriters. Any officers and members may propose productions, but the President/Artistic Director has sole authority to determine what the organization will commit to.

Article I: Membership

The organization is a mix of students at Indiana University and community members. Members do not pay dues and are never required to donate money to the organization. Any person (student or non-student) can join the organization if they have the approval of at least one officer.

All members are expected to contribute in some way towards the production of a musical performance organized by New Voices Opera. A member belongs to one or more of the following categories:

- 1) Officers - the people who hold Executive Meetings, make artistic and logistical decisions, and ensure that the work is properly delegated and done.
- 2) Performers - the vocalists, instrumentalists, dancers, actors, and conductors who perform in the productions. Performers are welcome to attend General Meetings, but this is not required.
- 3) Crew Chiefs - responsible for managing their crews to get the work done. Crew Chiefs take direction from and give suggestions to Officers.
- 4) Crew Members - people to assist with all manner of tasks before, during, and after a production. This can be a large number of members, including non-students, and is open to people who will help with one specific task (such as helping to paint a set on one afternoon) and people who will contribute their efforts over a long period.

The specific crews needed will vary based on the production, but are likely to include: Stage Crew, Costume Crew, Lighting Crew, Sound Crew, Web Crew, Publicity Crew.

Article II: University Compliance

This organization shall comply with all Indiana University regulations, and local, state and federal laws.

Article III: Executive Officers

Officers are expected to serve for a term of one school year, from August to May. If an officer chooses to resign in the middle of a year, they must first discuss the matter with

the Executive Director before publicly declaring resignation. If some of the officers feel that one person is not suitable to remain in office, this matter should be discussed in a meeting, and the majority vote of the officers will determine the outcome.

Officers must be enrolled students at Indiana University. They do not need to be students at the Jacobs School of Music.

Positions:

Executive Director - provides vision for the year's projects. Responsible for making executive decisions. Runs all General and Executive Meetings. Meets with Advisor. Communicates with and supervises all Officers and clarifies the tasks that need to be done. Completes IU paperwork and re-registers the organization each year (or delegates these responsibilities). Further Responsibilities listed in By-Laws

Artistic Director - Head of Artistic Committee. Responsibilities listed in By-Laws

Music Director - Main liaison between composers and board. Responsibilities listed in By-Laws

Director of Development- Charged with resource development. Responsibilities listed in By-Laws

Associate Director of Development - Works closely with Director of Development. Responsibilities listed in By-Laws

Director of Marketing - Charged with audience development, webmastering, and publicity. Responsibilities listed in By-Laws.

Associate Director of Marketing - Works closely with Director of Marketing. Responsibilities listed in By-Laws.

Business Manager - Either he/she or the Executive director will act as liaison to Student Organizational Accounts. Chief financial manager for the organization. Responsibilities listed in By-Laws

Production Manager - Acts as recording secretary at all meetings and works closely with the Artistic Director. Responsibilities listed in By-Laws

Article IV: Advisor

Meets with and communicates with the Executive Director to provide artistic, logistical, and interpersonal advice. The advisor may choose to meet with or communicate with other officers, at his/her discretion. The advisor may occasionally be invited to Executive or General Meetings. The advisor is not expected to serve in a decision-making role, but more as a sounding board for ideas.

Article V: Meetings

There shall be an Executive Meeting at the start of each fall semester. Apart from that, meetings are held only as often as is necessary for the functioning of the organization.

The primary purpose of meetings is to develop and refine plans for the production of musical performances.

Executive Meetings are for the officers and any invited members or guests.

General Meetings are open to all members.

Crew Meetings are called by Crew Chiefs. The Crew Chief must reserve a room, invite the necessary personnel, and e-mail minutes to the officers afterwards.

The Executive Director invites officers/members and reserves rooms for all Executive and General Meetings. The Executive Director sets the agenda with the input of the officers. The Program Secretary records attendance and takes minutes, or designates another person to do this in his/her stead if absent.

Article VI: Elections

The past year's officers are allowed to continue in the same positions for the new year if they so choose. When a position is vacant, a new officer is chosen by majority vote of the current members. Any member can recommend a candidate for the office, or a person can recommend himself/herself, by communicating with a current officer.

Voting shall occur via a simple online program such as SurveyMonkey, set up by the Webmaster.

Article VII: Non-Discrimination

New Voices Opera allows any interested student to participate in, become a member of, and seek leadership positions in the organization without regard to arbitrary consideration of such characteristics as age, color, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation, or veteran status.

Article VIII: Non-Hazing

Hazing is strictly prohibited. Hazing shall be defined as any conduct which subjects another person, whether physically, mentally, emotionally, or psychologically, to anything that may endanger, abuse, degrade, or intimidate the person as a condition of association with a group or organization, regardless of the person's consent or lack of consent.

Article IX: Dues & Budgets

The organization does not charge dues for membership. The officers collectively determine the budget, with the President having final authority. A clear budget must be developed well in advance for each musical production. Any proposed changes to the budget must be submitted to the President and Treasurer for approval; if approved, a revised budget will be sent to all officers. The budget is not made public to all members.

Article X: Finances

The Business Manager maintains the Student Organization Account, manages the collection of donations, oversees ticket sales, handles payment requests, and maintains budget and spending records.

If there is a real or anticipated budget shortfall, the Business Manager is expected to notify the officers as early as possible.

If there is money left over in the Student Organization Account at the end of the school year, the officers take a vote on whether to leave it in the account for next year or to donate it to an appropriate organization.

Article XI: Personal Gain Clause

This organization, if raising funds, shall ethically raise and distribute profits from organizational functions to either the organization or to members who provide a service that directly benefits the organization. Individual members may not receive compensation directly from for-profit companies if acting as a representative of a student organization

Article XII: Amendments

Proposed amendments to this Constitution will be e-mailed to officers, and must be ratified by at least 2/3 of officers in order to have effect.

Article XIII: Ratification

This constitution will be ratified by a majority vote of those present at the first meeting.