

**BY-LAWS**  
**MUSIC FRIENDLY COMMUNITY ADVISORY BOARD**  
**May 2022**

**ARTICLE I**

**MISSION STATEMENT**

Promote the Village of Salado's music community by supporting and connecting music industry stakeholders and aiding in measures that formulate a conducive environment for a thriving local music scene.

**ARTICLE II**

**NAME AND PURPOSE**

**Section 1. Name**

The name of the organization shall be the Village of Salado Music Friendly Community Advisory Board, hereafter referred to as MFB.

**Section 2. Purpose**

The purpose of MFB is to promote music in Salado by connecting and supporting musicians, songwriters, venues, and vendors and advising the Village of Salado on strategies and goals to address opportunities and challenges in the local music industry.

The objectives of MFB are:

1. To foster communication among the music community to identify opportunities and challenges in the local music industry.
2. To provide a forum for exchange of ideas among music industry stakeholders in order to further promote the music community in Salado.
3. To provide opportunities for networking and professional development.
4. To increase the awareness of the music community in Salado.
5. To help establish and regularly review a Salado dataset that will be part of the Texas Music Industry Directory, which consists of listings of recording studios, music venues, booking agents, producers, musicians, songwriters, and other music businesses and is published on the Texas Music Office's website and Village of Salado sites.
6. To provide regular updates and advice as necessary to the Board of Aldermen on issues relating to the enhancement of the Salado music community.

## **ARTICLE III**

### **BOARD**

#### **Section 1. Advisory Board**

The MFB Advisory Board shall consist of Officers and Board Members. Membership is not to exceed seven. The board shall be comprised of local music venue representatives, local musicians/songwriters, local music festival representatives, music education representatives, and an at-large representative.

The advisory board shall be responsible for advising the Board of Aldermen regarding possible actions to address opportunities and challenges in the local music industry. The board shall also be responsible for helping establish and regularly review the Village-owned dataset of Salado-area music businesses and musicians to be used to promote the development of the Salado music industry.

#### **Section 2. Village Board of Alderman Liaison**

The Board of Aldermen shall designate one alderman to serve as a liaison to MFB.

#### **Section 3. Village of Salado Staff Liaison**

One member of the Village staff shall be designated to serve as a staff liaison to provide any support necessary to MFB.

#### **Section 4. Voting Rights**

The privilege of voting is limited to advisory board members. The Alderman and staff liaison are not eligible to vote.

#### **Section 5. Quorum**

A simple majority of the board shall constitute a quorum thereof and any question may be decided by a simple majority of those in attendance.

#### **Section 6. Term of Elected Officers**

Each appointed MFB member shall serve a two-year term and shall remain in office until a successor is duly appointed.

There is no limit on the number of terms a board member can serve on MFB.

#### **Section 7. Tenure of Membership**

A member who misses three consecutive regular meetings or misses one-third of all regular meetings in a 12-month time period shall be ineligible to continue serving. Attendance records shall be kept by the Secretary.

### **Section 8. Resignation**

Any member of the board may resign at any time by giving written notice to the Chair. The Chair shall forward the written notice to the Board of Aldermen who shall appoint a replacement at the earliest convenience.

## **ARTICLE IV**

### **BOARD MEMBER APPOINTMENTS**

#### **Section 1. Appointment of Board Members**

The Board of Aldermen will appoint the first board members in April 2022. Those appointed will serve until the initial term expires on September 30, 2024.

The Village Board of Aldermen will be responsible for approving MFB member appointments every two years starting in September 2024. Newly appointed board members will take office in October following their September appointment by the Board of Aldermen.

#### **Section 2. Board Requirements**

The Board of Aldermen's desire is to have citizens who have an interest, background, and understanding of the music industry to serve on the board. A candidate must be one of the following: local music venue representative, local musician, local music representative, local songwriter, local music festival representative, music education representative, or an at-large representative.

## **ARTICLE V**

### **DUTIES OF OFFICERS AND BOARD MEMBERS**

#### **Section 1. Chair**

- a. Shall preside over all meetings of MFB.
- b. Coordinates communication with the appropriate board members.

- c. Acts as spokesperson for MFB on behalf of the membership.

### **Section 2. Vice-Chair**

In the absence of the Chair, the Vice-Chair resumes all responsibilities outlined in Section 1.

### **Section 3. Secretary**

- a. Prepares the minutes of all general membership meetings and provides the staff liaison the minutes for distribution.
- b. Maintains attendance records of all members of the board.

### **Section 4. Board Members**

- a. Formulate goals, objectives, and milestones for advancing the MFB mission statement.
- b. Develops and present marketing strategies/plans to promote music in Salado to the Board of Aldermen for review. Plans and strategies will be implemented by Village staff.
- c. Helps establish and regularly reviews a Salado dataset that will be part of the Texas Music Industry Directory, which consists of listings of recording studios, music venues, booking agents, producers, musicians, songwriters, and other music businesses and is published on the Texas Music Office's website and Village of Salado sites.

## **ARTICLE VI**

### **NOMINATIONS AND ELECTIONS OF OFFICERS**

#### **Section 1. Election of Officers**

The MFB will elect the first officers in May 2022. Those appointed will serve until September 30, 2023.

After September 2023, the MFB shall elect the Chair, Vice-Chair, and Secretary at its October meeting each year and those officers elected shall serve a one-year term.

## **Section 2. Officer Vacancies**

In the event the office of Chair becomes vacant for any reason, the Vice-Chair shall assume the title and duties and responsibilities of the Chair until the next meeting. In the event the Chair is unable to return to their duties, the MFB board members will select a replacement who shall serve the remainder of the Chair's unexpired term.

All other officer vacancies shall be filled by nominees submitted to the MFB board to complete the unexpired terms of said officers.

## **ARTICLE VII**

### **MEETINGS**

#### **Section 1. Authority to Call Meetings**

All meetings of the board shall be at the call of the Chair.

Meetings of the board shall be held at a place designated by the board that is accessible to the public.

#### **Section 2. Meetings of the Board**

The board shall meet at least four (4) times each year at a time and place designated by the board.

#### **Section 3. Open Meetings Act**

The board shall abide by the Open Meetings Act.

## **ARTICLE VIII**

### **AMENDMENTS**

#### **Section 1. Amendment of Bylaws**

Proposed amendments must be initiated by the board. The bylaws may be amended by three-quarters of the board membership vote. The manner of voting shall be determined by the board. Amendments, if approved, shall become effective immediately.

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Music Friendly Community Advisory Board Chair

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Date