

INTERNATIONAL POLKA ASSOCIATION, INC.

(Incorporated under the Laws of the State of Illinois, August 12, 1968)

(This version updated October 22, 2024)

CONSTITUTION

ARTICLE I

Name

This organization shall be known as the International Polka Association, Inc.

ARTICLE II

Object

Chartered by the State of Illinois as a “General Not for Profit Corporation” and formed as an educational and charitable organization for the preservation and advancement of polka music.

To promote, maintain and advance polka entertainment; and to advance the mutual interest and encourage greater cooperation among its members who are engaged in polka entertainment.

To enforce good faith and fair dealing between its members, to promote and further the general welfare of its members.

To encourage and pursue the study of polka music, dancing, and traditional folklore.

To promote, sponsor and present the annual International Polka Festival.

To be responsible for the administration and operation of the Polka Music Hall of Fame to honor deserving personalities who have made outstanding contributions to the advancement and promotion of polka music.

ARTICLE III

Membership

Section 1. Membership in this association is open to those persons interested in polka music, namely, bandleaders, musicians, deejays, proprietors and managers of ballrooms and lounges, vocalist, publishers and composers of polka music, manufacturers and distributors of recordings,

polka promoters, members of the news media who report polka events and those persons interested in polka music.

Section 2. Eligibility for membership is prescribed by the board of directors and subject to their approval. This association shall have complete and final jurisdiction over all its individual members, polka promotions and all affiliated associations.

Section 3. The dues for membership to the association shall be fifteen dollars (\$15.00) per year or two hundred dollars (\$200.00) for a lifetime membership. Membership is in effect from the month that dues are paid.

ARTICLE IV

Officers and Administration

Section 1. The Executive Board shall be vested with full authority and responsibility for the executive and business administration of all Association affairs.

Section 2. The executive board shall include a president, two vice presidents, secretary, treasurer, financial secretary, sergeant-at-arms and twelve directors. No more than two members of a family residing in the same household shall hold office in the IPA at the same time.

Section 3. The above-named officers shall be elected by secret ballot at such time and place as the by-laws provide.

ARTICLE V

Amendments

Section 1. All proposed amendments to the Constitution and By-Laws must be amended at an annual meeting. All amendments shall be presented to the secretary at least 45 days prior to the meeting and all members shall be notified by mail at least 15 days prior to said meeting. All amendments, so presented must be approved by a two-thirds (2/3rds) vote of the members present and voting at the annual meeting.

BY-LAWS

ARTICLE 1

Duties of the President

Section 1. The president shall enforce a due observance of the constitution and by-laws and shall serve as general chairman of the annual International Polka Festival. He/she shall preside at the annual meeting, all general meetings and meetings of the executive board. It shall be his/her duty to exercise supervision over the affairs of this association, and when in his judgement, a particular emergency arises which is of such gravity as to imperil the welfare of this association, he/she shall proclaim a state of emergency and issue such temporary executive orders as he may deem necessary. He/she shall call special sessions of the executive board when necessary.

Section 2. He/she shall have a vote in case of a tie. The president shall appoint all committees and assistants as may be deemed necessary. He/she shall appoint the trustees of the Polka Music Hall of Fame and fill all vacancies with the concurrence of the executive board.

Section 3. If deemed necessary, the president shall appoint an advisor to render assistance and counsel over the affairs of this association with the power to make motions and vote at all executive board meetings. This appointment shall be made with the concurrence of the executive board.

Section 4. The president shall appoint a standing committee to research and make recommendations concerning radio-television broadcasting and polka music. He/she shall appoint a standing committee to research and make recommendations concerning the promotion of polka events.

ARTICLE II

Duties of the Vice President

Section 1. It shall be the duty of the 1st vice president to act in the absence or disability of the president, or when requested by the president. The vice presidents will assist in implementing the

policies of the association. Should the 1st vice president be absent or unavailable, his/her duties shall be performed by the 2nd vice president.

Section 2. The vice president shall fulfill any special assignments or projects assigned by the president.

ARTICLE III

Duties of the Secretary

Section 1. The secretary shall attend all meetings of this association and keep appropriate minutes of all proceedings. He/she shall maintain all documents and records pertaining to the operation of this association.

Section 2. He/she shall be responsible for all routine correspondence, publishing the constitution and by-laws, amended to date, and shall, with the assistance of the membership chairman, compose a roster of current members.

ARTICLE IV

Duties of the Treasurer

Section 1. He/she shall deposit all funds from whatever source received in such bank or banks as the executive board may designate, in the name of the International Polka Association. He/she shall be responsible for signing all checks and shall maintain a record of all receipts and disbursements. The treasurer of this association shall be bonded during his/her term of office.

Section 2. He/she shall at the annual meeting submit a detailed financial report of this association and shall make other financial reports to the executive board.

ARTICLE IV-A

Duties of the Financial Secretary

Section 1. He/she shall have control of membership which includes collecting of dues, notifying members who are in arrears of payment of dues and signing of new members.

Section 2. He/she shall work closely with the treasurer in money matters of the International Polka Association.

ARTICLE V

Duties of the Sergeant-At-Arms

Section 1. The sergeant-at-arms shall maintain order and decorum at all meetings and functions of this association. He shall require all members to show their membership cards to attend the annual meeting and other meetings determined by the executive board.

Section 2. He/she shall maintain a record of member attendance at all meetings and perform other duties as delegated by the president and/or the executive board.

ARTICLE VI

Duties of the Executive Board

Section 1. The executive board shall have the power to act in all matters not specifically provided for in the by-laws, examine all claims against this association and order paid all just bills; it shall have the power to engage legal counsel; shall have the authority to purchase necessary office equipment and supplies, maintenance, and shall have the power to purchase tickets, buy advertising, or make donations, when in their judgement, it is in the best interest of this association; and shall have complete supervision over all investments, property and expenditures of funds of this association.

Section 2. It shall have the power to furnish aid and assistance to any distressed members, when in its judgement aid and assistance is needed. It shall have the power to call for documents and witnesses, adjudicate appeals properly brought before it, have power to impose fines and initiate action to sanction or expel members considered to be a detriment to this association.

Section 3. It shall have the power to initiate action or remove from office any elected officer derelict in his/her duties and considered to be detrimental to the affairs of this association and its members.

ARTICLE VII

Membership and Organization

Section 1. There shall be membership to those interested in polka music and is open to persons interested in polka music.

Section 2. Application for membership shall be made in writing by completing the appropriate membership application along with a membership due of fifteen dollars (\$15.00) per year or two hundred dollars (\$200.00) for a lifetime membership. A member changing his/her address or professional status shall notify the secretary within thirty days.

Section 2B. To be eligible to vote at the annual meeting all members must be in good standing with this association 30 days prior to the annual meeting.

Section 3. Charges against members for misappropriation, serious misrepresentation, conduct detrimental to the welfare of this association or imperilling the interests of this association shall be presented in writing to the executive board, which shall set a time for a hearing and the person against whom the charge is made shall be furnished with a copy of the allegations. He/she shall be given adequate opportunity to defend himself/herself. Any guilty member may be suspended or expelled from this association. Any member against whom a judgement of expulsion has been made rendered by the executive board may appeal to the general membership at the annual meeting. The judgement will be considered as final unless reversed by the membership at the annual convention meeting.

Section 4. The membership chairman shall present a quarterly report in the IPA News Bulletin as to the status of the membership, such as additions, renewals or suspensions.

Section 5. The organization may engage only in activities which are in furtherance of an education or charitable purpose within the intendment of section 501(c) (3) of the Internal Revenue Code.

Section 5B. That no part of its net earnings shall inure to the benefit of any private shareholder or individual.

ARTICLE VIII

Meetings

Section 1. An annual meeting of this association shall be held and should coincide with the annual festival at a time and location determined by the executive board.

Section 1B. In addition to the general monthly meeting, the executive board shall meet at least once a month at the office of this association.

Section 1C. Quorum will consist of 50% of the elected officers and directors, plus one. Section 2. In an emergency, special meeting shall be called by the president. The purpose for which the meeting is called must accompany the request, and all members must be notified by mail not less than ten (10) days prior to such special meetings.

Section 3. The president shall have the authority to submit questions by mail to members of the executive board. A majority of votes received within ten (10) days shall decide the question. The vote shall be recorded in the executive board minutes and shall have the same effect as if taken at a meeting.

ARTICLE IX

Rules of Order

Section 1. Any member desiring to speak shall rise and seek the attention of the chairman. After being recognized by the chair, he/she shall mention his/her name and express his/her opinion, avoiding any desultory or irrelevant remarks and shall confine himself/herself to the question under discussion.

Section 2. Any member speaking shall avoid all personalities, indecorous or insulting language and any improper reflections on this association.

Section 3. All rules of order, not herein provided, shall be in accordance with Robert's Rules Of Order Revised.

ARTICLE X

Election of Officers

Section 1. The election of officers of the International Polka Association shall be by secret ballot at the annual convention meeting each year according to established tradition and custom.

Nomination of candidates for office shall be made from the floor. A nominee, to be eligible as a candidate for election, must be a general member of this association in good standing for a period of at least one year immediately prior to Election Day. All nominees seeking election to office in this association shall not occupy any appointed or elected office in any other polka association. No nomination shall be valid unless agreed to by the nominee, either orally or in writing at the time of his/her nomination.

Section 2. The term of office for the President of this association shall be for one year.

Section 2B. To initiate the stagger system of elections the following officers and directors shall be elected for a term of two (2) years commencing with the 2024 election: 1st Vice President, Secretary, Treasurer, Sergeant-at-Arms, (6) Directors. All other officers shall be elected for a term

of two (2) years commencing with the 2025 election, namely, 2nd Vice President, Financial Secretary, (6) Directors.

Section 2C. Anyone seeking the office of the President or 1st Vice President of this association must have served at least two or more years on the executive board of this association but not less than two years.

Section 3. The officers who have been elected shall assume office on September 1st of the year elected. The candidates receiving the highest number of votes shall be declared elected. In the event of a tie vote for any office, there shall be another ballot taken which will be limited to voting for only those candidates involved in the tie vote.

Section 4. When only one candidate is nominated for office, a voice vote may be taken.

Section 5. Every member has an equal vote to vote on every issue.

ARTICLE XI

Amendments

Section 1. Amendments to the by-laws may be made by the membership. Amendments must be proposed in writing or email to the Executive board and published for consideration in at least one issue of the newsletter. All amendments so presented must be approved by a 2/3rds vote of the membership who choose to vote. Voting on proposed amendments will be conducted at least once per year in conjunction with the annual meeting. The voting process will include acceptance of votes by mail, electronically over the Internet, and/or in person at a designated meeting. Voting on proposed amendments may be conducted more frequently at the discretion of the Executive Board.

ARTICLE XII

Dissolution

Section 1. This association shall not be dissolved without the written consent of eighty percent (80%) of all members in good standing.

Section 2. And that, in the event of its dissolution, any assets remaining after payment of all claims against the organization are to be distributed to an organization described in Section 501(c)(3) of the Internal Revenue Code.