

**THE CONSTITUTION OF THE EAST CAROLINA UNIVERSITY FINE ARTS  
AND PERFORMING GROUPS FUNDING BOARD**

**ARTICLE I. NAME**

The name of this organization shall be the East Carolina University Fine Arts and Performing Groups Funding board (hereafter referred to as “Fine Arts Funding Board,” or “the Board.”)

**ARTICLE II. PURPOSE**

The Board shall appropriate funds to student-sponsored fine arts and performing groups at East Carolina University, including the School of Theatre and Dance, ECU Marching Pirates, the Student Forum for Musical Organizations, the Visual Arts Forum and the Wellington B. Gray Art Gallery.

**ARTICLE III. STRUCTURE**

Section 1: The following individuals or their representatives shall serve as members of the Board:

- A. Chairperson of the Board, a student member of one of the groups listed in article II above, but not counted among the members listed in Article III Section 1B.)
- B. One member from each of the groups listed in article II above (to be elected by each group).
- C. A Faculty/Administrator Advisor (a general advisor to the Board and ex-officio member without a vote, to be chosen after the Board is formed. The Faculty Advisor is not to be involved with the funded group to which the Chairperson belongs.)
- D. Financial Manager of the Board’s fiscal resources, (advisor to the Board strictly on financial related matters and ex-officio member without a vote)
- E. Secretary (to be chosen after the board is formed.)
- F. One Faculty Advisor for each of the groups listed in article II above, to serve as ex-officio members without votes.

Section 2: The terms of office of each Board member shall be as follows:

- A. The Chairperson of the Board, the Secretary, and each of the elected members from each group shall serve a one-year term beginning in January.
- B. The Faculty/Administrator Advisor of the Board shall serve a one-year term from July 1 through June 30. However, the exiting Advisor will stay with the Board until all old business is reconciled. Re-appointment of the advisor is permitted.
- C. The Financial Manager of the Board’s fiscal resources shall serve as an ex-officio member without a vote and permanent member of the Board.

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Section 3: A student shall be selected as the Chairperson of the Board by a majority vote during the last meeting of the Fall semester. The term of this position lasts one year. Re-appointment of the chairperson is permitted.

Section 4: The Chairperson of the board shall be the Executive Officer of the Board.

- A. It shall be the duty of the Chairperson to carry out policies of the Board.
- B. The Chairperson, in cooperation with the Advisors, shall schedule, call and carry out all meetings of the Board.
- C. The Chairperson and Secretary shall plan the agenda for each Board meeting.

Section 5: The Secretary shall perform secretarial duties of the Board, including, but not limited to, recording official minutes and upload the minutes to the FAFB shared document platform within a week of the meeting.

Section 6: The Board shall hold at least one meeting within the first three weeks (21 calendar days) after the start of both the Spring and Fall semesters.

Section 7: Quorum for meetings concerning the ordinary business of the Board shall consist of four student members of the Board. Quorum for the approval of funding proposals shall consist of all student members of the Board, the Financial Manager of the Board's fiscal resources, and Faculty/Administrator Advisor. A proxy may be sent to vote in place of a group's elected Board representative and may count toward the quorum

Section 8: All decisions shall be reached by a majority vote, with the Chairperson voting only in a case of a tie.

#### **ARTICLE IV. FUNCTIONS, DUTIES & RESPONSIBILITIES**

Section 1: The Board shall be responsible for allocating funds to member organizations and individuals who are members of its member organizations from student activity fees at the University.

Section 2: The Board shall require each group to have and maintain a constitution (and/or by-Laws) or a statement of purpose, and a membership list. In addition, organizations must keep a minimal operating procedure to allow group assessment by the Board and ensure each organization is maintaining its own standards. These documents must be presented to the Board by October 1 annually unless otherwise deemed by the Board. They must also be distributed to the Office of Student Leadership and Development.

Section 3: The Board shall require that all groups adhere to state and national laws, as well as East Carolina University policies and Board procedures.

Section 4: Each organization's application for funding will be due on April 1, unless otherwise deemed by the Board.

## **ARTICLE V. FINANCIAL STRUCTURE**

Section 1: Sources of funds for the Board shall be the student activity fee.

Section 2: All Board funds shall be deposited in the Fine Arts and Performing Groups Funding Board Account.

- A. Board funds shall be restricted for use by the Board in the conduct of its program and operations of the groups.
- B. The Board shall receive financial reports from each individual group annually.

Section 3: The Board will maintain a funding pool.

- A. Fine Arts Funding Board funds not allocated to member organizations will support funding requests. The board will review all requests for funding until awards have depleted the allotment.

## **ARTICLE VI. ADVISORS**

Section 1: The Faculty/Administrator Advisor and the Financial Manager of the Board's fiscal resources shall serve as advisors to the Board.

Section 2: The Financial Manager shall be responsible for the financial affairs of the Board, subject to the provisions of the constitution.

## **ARTICLE VII. PARLIMENTARY PROCEDURE**

Robert's Rules of Order (latest edition) shall constitute the authority for all proceedings of the Board, except in cases covered by the constitution and the special rules adopted by the Board.

Electronic voting may be used to conduct business as a last resort following a failed attempt to host a meeting in person or via an online convening.

## **ARTICLE VIII. INTERPRETATION**

All questions raised concerning interpretation of this Constitution shall be determined by a two-thirds vote of the Board.

## **ARTICLE IX. AMMENDMENT PROCEDURE**

Constitutional amendments may be enacted by the Board, provided that each amendment has been submitted in writing to the members of the Board at least two weeks prior to the

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first meeting in which it is to be considered. Amendments must be approved by a three-fourths vote at the next scheduled Board meeting.

First reading: February 13, 2026

Second reading: March 4, 2026

Approved by:

Savannah Willis, Chairperson, Fine Arts Funding Board  
ECU Marching Pirates  
ECU School of Theatre and Dance  
Student Forum for Musical Organizations  
Visual Arts Forum  
Wellington B. Gray Gallery