

# OREGON OLDTIME FIDDLERS' ASSOCIATION (OOTFA) INCORPORATED BY-LAWS AND STANDING RULES

REVISED: September 8, 2018

## BY-LAWS

### ARTICLE I. NAME

The name is Oregon Oldtime Fiddlers' Association hereafter referred to as OOTFA in this document.

### ARTICLE II. PURPOSE

To promote, preserve and perpetuate Old Time Fiddling and Old Time music. To encourage everyone, especially young people, to play the fiddle and appreciate Old Time Fiddling and Old Time music. To provide regular times and places to meet to play this kind of music.

### ARTICLE III. MEMBERSHIP

#### Section 1. Eligibility

Anyone, who is in agreement with the purposes of our organization, is eligible for membership.

#### Section 2. Classes of membership

##### A. Charter members.

These are the founding members of OOTFA

##### B. In-state members

##### C. Out-of-state members.

##### D. Lifetime members.

Any member or spouse who has been a paid up member for five (5) years and who reaches the age of seventy (70) shall be eligible for a LIFETIME membership.

#### Section 3. Annual Dues

A. Charter Members and Lifetime Members are not required to pay dues.

B. Charter Members and Lifetime Members will not receive *The Hoedowner* by mail except with payment of annual dues. It is available on-line.

C. All other members shall pay twenty-five (\$25) dollars to receive *The Hoedowner* by mail or twenty (\$20) dollars for an electronic version. This includes an individual, a couple or a household residing at the same address.

D. Payable on January 1 of each year.

E. Dues shall not be prorated except for new members.

### ARTICLE IV. DIVISION OF STATE INTO DISTRICTS

Section 1. Oregon is divided into ten (10) Districts.

Section 2. The counties comprising each District are as follows:

District 1. Klamath

District 1E. Lake

District 3. Crook, Deschutes, Gilliam, Jefferson, Sherman, Wasco and Wheeler

District 4. Douglas (southern part), Jackson and Josephine

District 5. Coos, Curry, Douglas (western part), and Lane (western part)

District 6. Lane (eastern part), Linn and Benton

District 7. Clackamas, Clatsop, Columbia, Hood River, Multnomah and Washington

District 8. Lincoln, Marion, Polk, Tillamook and Yamhill

District 9. Baker, Grant, Harney, Malheur, Morrow, Umatilla, Union and Wallowa

District 10. Douglas (from Canyonville North)

#### Section 3. Membership

A. In-State Members live in Oregon and reside in the boundaries of a District.

B. Out of State (OS) members live beyond the Oregon borders. They may participate in district events but may not vote in the district. They may only vote at the State level.

Section 4. Each District its own officers.

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Section 5. Any new District must have a minimum of twenty-five (25) members and be approved by the State Board of Directors.

### ARTICLE V. OOTFA STATE OFFICERS

#### Section 1. Name of the State Officers

The state officers of OOTFA are President, Vice-President, Secretary and Treasurer (Secretary and Treasurer may be combined).

#### Section 2. Duties of State Officers

##### A. President

- 1) Shall preside at all state meetings assisted by Vice President when necessary.
- 2) Present an Annual Report to the membership at the State Convention.
- 3) Appoint *The Hoedowner* Editor annually.
- 4) Appoint Parliamentarian annually.
- 5) Appoint the State Membership Chairman annually.
- 6) Appoint a committee to select person/persons for the OOTFA Norm Nash Distinguished Service Award.
- 7) Appoint an individual or committee to audit state and district books which shall be closed on June 30 of each year and submitted by September 15 of each year to an independent auditor.
- 8) Appoint one head teller and two assistant tellers for elections at the Spring Bi-Annual Membership meeting.
- 9) Appoint a three (3) member screening committee to review grant applications for the Kielhorn Funds.  
These members:
  - a) Are neither state nor district OOTFA officers
  - b) Will serve for twelve (12) months.
  - c) Will have terms which need not be concurrent.
- 10) Appoint an individual or committee to coordinate the official Annual Oregon State Fiddle Contest.
- 11) Appoint an individual or committee to coordinate the State Convention.
- 12) And such other duties applicable to the office as prescribed by the parliamentary authority adopted by the OOTFA.

##### B. Vice President

- 1) Preside over the meetings in the absence of the President.
- 2) Be responsible for prominently displaying the OOTFA Norm Nash Distinguished Service Award plaque at State functions.
- 3) And such other duties applicable to the office as prescribed by the parliamentary authority adopted by the OOTFA.

##### C. Secretary (may be combined with the Treasurer)

- 1) Take minutes of all state meetings.
- 2) Facilitate the ballots of all the officers at the Spring Bi-annual meeting.
- 3) And such other duties applicable to the office as prescribed by the parliamentary authority adopted by the OOTFA.

##### D. Treasurer (may be combined with the Secretary)

- 1) Keep an accurate account of all monies received. All monies received from Membership Dues by the OOTFA and all monies from state functions shall be retained by OOTFA.
- 2) Keep accurate account of all business transactions.
  - a) Maintain the State financial accounts.
  - b) Oversee each District financial accounts and transactions.
  - c) ALL OOTFA financial accounts are REQUIRED to have two signatures on all checks. Only one person per household may be a signer
  - d) There shall be no credit or debit cards issued on any OOTFA State or District account.
- 3) Give full account at the Bi-Annual member meetings and the Board of Directors Meetings.

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- 4) Prepare a budget annually for the next fiscal year and present to the Board of Directors for their approval at the summer quarterly meeting. In the event no budget has been prepared, the previous budget will be in effect. As needed the Treasurer should forewarn the board of potential shortfalls.
- 5) Give a written itemized report bi-annually to each district.
- 6) And such other duties applicable to the office as prescribed by the parliamentary authority adopted by the OOTFA.

### ARTICLE VI. NOMINATIONS, ELECTIONS AND VOTING

#### Section 1. Board of Directors

The Board of Directors will act as a nominating committee and shall submit names to the secretary for each office for placement on the ballot. The members may nominate from the floor if the nominee is present, or with written consent that his or her name be placed in nomination.

#### Section 2. Qualifications to serve as an officer

- A. Shall be a member for at least one (1) year prior to taking office in May.
- B. Must be at least twenty-one (21) years of age.
- C. Must be a resident of the state of Oregon.

#### Section 3. Restriction

- A. Only one (1) person in a household may hold a State or District office at the same time.
- B. A member may not hold both a District office and a State office simultaneously.

Exception: Two (2) people in a household may hold office in the same district by authorization of the Board of Directors, but only one person per household may be a signer of District checks.

#### Section 4. Eligibility to vote

- A. Must be eighteen (18) years of age or older.
- B. Must be a current member of OOTFA.
- C. In-State Members

- 1) May hold District office and may vote in District meetings only in the District in which they reside.
- 2) May hold State office and may vote in State Bi-Annual Membership Meetings and Elections.
- 3) If the member moves during the membership year, their membership is transferred immediately to the new district thus allowing them to only vote in one new district.

#### D. Out-of-State Members

- 1) May only vote in State Bi-Annual Membership Meetings and Annual Elections.
- 2) May not hold a State Office in OOTFA.

#### Section 5. Elections of OOTFA State Officers

President, Vice President, Secretary and Treasurer must be elected by secret ballot if two (2) or more names are placed in nomination for an office. If three (3) or more names are nominated for an office and one (1) does not receive the majority of the votes, the two (2) receiving the most shall be voted on again. Election will be held at the bi-annual State meeting held in March or April.

#### Section 6. Balloting

Ballots will be prepared with all the names for each office listed for that office. Ballots will be passed out by the tellers. When the voting is complete, all ballots will be collected by the tellers. The three (3) tellers will count ballots and report the tally back to the membership. The Tally sheet shall then be given to the President to then declare the winners for each office. All ballots will be given to the Secretary.

#### Section 7. Beginning term of office

State Officers will take office on May 1st following the elections except the State Treasurer, who remains in office until the end of financial fiscal year, June 30.

#### Section 8. Term of office

The term of office for each President and Vice-President elected State and District officer shall be one (1) year but not more than two (2) consecutive years except for Secretary and Treasurer who shall be exempt from the two (2) consecutive term limitation.

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## Section 9. Succession of officers

In the event that the President vacates the office, the Vice-President shall succeed for the balance of the term. In the event that any other elected officer vacates that office, the President will have the power to appoint a successor, with the approval of the Board of Directors, until the next bi-annual State meeting.

## Section 10. Procedures for recalling state officers

To recall a state officer of the Oregon Oldtime Fiddlers' Association, Inc., fifty-one (51%) percent of all voting members in each district must sign a petition requesting recall and this petition shall be presented to the OOTFA Board of Directors for final action.

## Section 11. District Officers

- A. District officers consist of a Chairman, Vice or Co-Chairman, Secretary and Treasurer. (The Secretary and Treasurer may be combined).
- B. District officers will take office on May 1st following the elections.
- C. Duties of District Officers shall be similar to those of State Officers, but on the District Level.
- D. Each District Treasurer will furnish a monthly written itemized financial report to the State Treasurer.
- E. To recall a District officer of OOTFA, fifty-one percent (51%) of all voting members in the district must sign a petition requesting recall and this petition will be presented to the OOTFA Board of Directors for final action.

## ARTICLE VII. MEETINGS

### Section 1. State Membership Meetings

- A. OOTFA State Convention shall be held annually in either March or April. The State bi-annual membership meeting will be held in conjunction with this Convention.
- B. A second bi-annual State membership meeting shall be held in either August or September in conjunction with the fall Quarterly Board of Directors Meeting on the East side of the mountains.

### Section 2. Notice of Bi-Annual State Membership Meetings

Notice of bi-annual State membership meetings shall be published in *The Hoedowner* at least thirty (30) days prior to that meeting.

### Section 3. Special membership Meetings

The President and/or Board of Directors may call a Special Meeting, time and place of which shall be published in *The Hoedowner*, thirty (30) days prior to such Special Meeting.

### Section 4. Quorum

A quorum for a bi-annual State membership meeting or for a special State meeting shall be fifty-five (55) members.

### Section 5. Meeting Attendance by Officers

State and District Officers, because they are expected to attend all State Meetings, will be reimbursed for mileage at the rate of the published Federal Business reimbursement rate.

- A. State to reimburse State Officers.
- B. District to reimburse District Officers.

### Section 6. District Meetings

- A. Districts shall hold business meetings at least four (4) times each year.
- B. A district quorum is made up of the eligible voting members present at the meeting. A majority vote consists of one half plus one of those members.
- C. After the hall rent is deducted, each District shall pay to the State Treasurer twenty percent (20%) of all monies taken in by the Districts, with the exception of monies donated exclusively for scholarships.
- D. All other district expenses shall be paid from the balance.

### Section 7. District Special Meetings

- A. Special meetings may be called by the Chairman or twenty percent (20%) of the District membership.

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- B. Whoever calls such special meeting shall be responsible for notifying district membership, as to both time and place, thirty (30) days prior to such meeting, and twenty percent (20%) of the district membership must be present at that meeting to conduct business.

**Section 8. Business Issues**

Districts which have problems concerning members can bring them before the OOTFA State Board of Directors for final disposition and each case to be reviewed and ruled upon individually.

**ARTICLE VIII. BOARD OF DIRECTORS**

**Section 1. Board of Directors**

Consists of President, Vice-President, Secretary and Treasurer, and all District Chairpersons or Designated representatives.

**Section 2. Meetings of Board of Directors**

Board of Directors meetings shall be held quarterly each year and the State President shall be the presiding officer. Any or all members of the Board of Directors may participate in a regular or special meeting by, or conduct a meeting through, use of any means of communication (in-person, telephonic or electronic) by which either of the following occurs:

- A. All Directors participating may simultaneously hear or read each other's comments during the meeting; or
- B. All electronic communications during the meeting are immediately transmitted to each participating Director, and each participating Director is able to immediately send messages to all other participating Directors. All participating Directors shall be informed that a meeting is taking place at which official business may be transacted.

**Section 3. Quorum**

Shall be seven (7) members of the Board of Directors.

**Section 4. Special Meetings**

May be called by the President or in a written request by at least three (3) members of the Board of Directors.

**Section 5. Altering a Decision**

The Board of Directors may never alter a decision of the membership assembly unless expressly authorized by the membership or the Bylaws.

**ARTICLE IX. COMMITTEES**

**Section 1. Standing Committees**

The Board of Directors shall be a permanent standing committee.

**Section 2. Appointed Committees**

The President shall appoint all necessary special committees and shall be an ex-officio member of each appointed committee, except the Nominating Committee and the Kielhorn Funds Screening Committee. Special committees shall report to the President.

**Section 3. District Committees**

The District Chairman shall appoint at the District level.

**ARTICLE X. PARLIAMENTARY AUTHORITY**

**Section 1. Robert's Rules of Order**

Robert's Rules of Order shall be the sole authority for all business (that is not specifically addressed in this document) conducted on state and district levels.

**Section 2. Parliamentarian**

Shall be appointed by the President with the Board of Directors approval and shall have final precedence.

**Section 3. District Chairman**

May appoint a Parliamentarian on the district level for their district.

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**ARTICLE XI. AMENDMENTS TO BY-LAWS**

Section 1. Voting

These BY-LAWS may be amended by a two-thirds (2/3) vote of the eligible voting members present at any one of the bi-annual State meetings, or at any special meeting called for that purpose.

Section 2. Notice of intent to amend

Any proposal to amend these BY-LAWS must be advertised in our monthly publication, *The Hoedowner*, thirty (30) days prior to any one of the bi-annual State meetings, or special meeting called for the purpose of amending these BY-LAWS.

**ARTICLE XII. INDEMNIFICATION**

To the fullest extent permitted by law, the Association shall indemnify and hold harmless all past, present, and future directors and officers as identified and defined in these BY-LAWS, and in its discretion and in accordance with laws, may indemnify and hold harmless any agent or employee of this Association and from all liabilities, expenses, and counsel fees reasonably incurred in connection with all claims, demands, causes of action, and other legal proceedings to which they may be subjected by reason of any alleged or actual action or inaction in the performance of the duties of such director, officer, employee or agent on behalf of the Association, up to a maximum of Five Thousand (\$5000) Dollars, but in no case shall the Association be responsible for negligent or intentional acts.

**ARTICLE XIII. DISSOLUTION**

This organization is organized exclusively for charitable and educational purposes within the meaning of section 501(c)(3) of the Internal Revenue Code:

"Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue law) or (b) by a corporation contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code of 1986 (or corresponding provision of any future United States Internal Revenue Law)."

"Upon the dissolution of this corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code as per Oregon Revised Statute 65.047(g).

**ARTICLE XIV. REVISIONS SUPERSEDE PREVIOUS BY-LAWS**

The adoption of these BY-LAWS shall serve to void and replace all previous BY-LAWS, of OOTFA.

**ARTICLES OF INCORPORATION Submitted to the State of Oregon - February 8, 1968**  
**FORMED AND CHARTERED with 21 Members - March 1986**

**REVISED: February 8, 1968**

**REVISED: March 22, 1997**

**REVISED: April 14, 2012**

**REVISED: April 12, 2014**

**REVISED: April 9, 2016**

**REVISED: April 7, 2018**

**REVISED: September 8, 2018**

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## STANDING RULES

*These Standing Rules may be amended by a simple majority vote  
of the eligible voting members present at the bi-annual membership meetings.*

### **ARTICLE I. Instruments**

Instruments with electrical amplifications, drums, woodwind instruments (except harmonica) and brass instruments are not permitted.

### **ARTICLE II. OOTFA Awards**

#### Section 1. OOTFA Bill Yohey Award

##### A. Criteria –

- 1) Must be a past or present member of OOTFA
- 2) Should have outstanding service to OOTFA's goals
- 3) Should have been a contributing member for a minimum of 5 years.
- 4) Should have been an accompanist at OOTFA events other than in his/her own district.

##### B. Names to be submitted to the State President by March 1.

##### C. A trophy will be presented to the inductee with his/her name engraved on it.

##### D. This will be awarded at the annual convention in March or April.

#### Section 2 Norm Nash Distinguished Service Award.

##### A. Criteria: A candidate

- 1) Must be a past or present member of OOTFA.
- 2) Should have outstanding service to OOTFA's goals.
- 3) Should have been a contributing member for a minimum of 5 years.
- 4) Contributions should strengthen OOTFA organization.
- 5) Should be more than holding a District or State office.
- 6) Deadline for nominations is March 1.

##### B. Nominees names should be submitted to the OOTFA President on the appropriate form. The OOTFA President will appoint a committee to select the person/persons for the Norm Nash Distinguished Service Award.

##### C. The inductee's name will be engraved on a dark name plate with gold letters and added to the perpetual plaque.

##### D. This plaque should be prominently displayed at all State functions.

##### E. In addition, a certificate will be awarded to the inductee with the name "Oregon Oldtime Fiddlers' Norm Nash Distinguished Service Award", with his/her name and the year awarded.

##### F. This will be awarded at the bi-annual state membership meeting in March or April.

### **ARTICLE III. Official State Fiddle Contest Rules**

#### Section 1. National Fiddlers' Certification and Advisory Council certifies qualified local, regional and state contests.

Through certification, contests are recognized for their adherence to National Rules, standards for judging and desire to produce a quality fiddling event. First Place winners from a Certified Contest receive paid entry to National Contest, an evening showcase performance at the National Contest and year-long recognition in the National Fiddlers' Hall of Fame. Oregon State Fiddle Contest is a certified contest.

#### Section 2. Oregon State Fiddle Contest has nine (9) divisions:

##### A. Championship (Open) - No age limit.

##### B. Senior-Senior - Seventy (70) years of age or older.

##### C. Senior - Sixty (60) through sixty-nine (69) years of age.

##### D. Adult - Thirty seven (37) through fifty-nine (59) years of age.

##### E. Young Adult - Eighteen (18) through thirty-six (36) years of age.

##### F. Junior - Thirteen (13) through seventeen (17) years of age.

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G. Junior-Junior - Nine (9) through twelve (12) years of age.

H. Small Fry - Under nine (9) years of age.

I. Entertainment Showcase (no age limit)

### Section 3. Championship Division:

A. Anyone who is a current member of OOTFA and feels qualified may be a Championship Division contestant. The contestant may join OOTFA at the contest.

B. Any Championship Division winner who wins three (3) consecutive years shall not be eligible to enter a fourth (4th) year. He/she may choose to sit out the fourth (4th) year or may be asked to serve as a contest judge before competing again.

### Section 4. All Divisions:

A. Being the highest placing Oregon contestant in any division (except Entertainment Showcase) entitles the contestant to participate in the certified contest at the National Old Time Fiddlers' Contest held in Weiser, Idaho the third full week of June.

B. OOTFA will pay the registration fee for the highest placing Oregon contestants entering the national contest in Weiser. Contestants must still submit registration forms to Weiser – one to compete in the regular contest and one to perform in the certified show.

### Section 5. General Oregon State Fiddle Contest Rules:

A. A contestant in the Oregon State Fiddle Contest shall:

1) Be a current member of OOTFA. The contestant may join OOTFA at the contest.

2) Qualify for competition by payment of entry fee as established by the contest committee.

3) Be eligible to enter one (1) division only, in addition to Entertainment Showcase Division.

B. A drawing for order of play will be done by the registration desk for round one (1) and the tabulators for subsequent rounds.

C. Contestants at each appearance in a regular round must play: first, a hoedown; second a waltz; third a tune of their choice other than a hoedown or waltz. No tune shall be played more than once by a contestant during appearances in regular rounds. Total playing time shall be limited to no more than four (4) minutes for each round, except for Entertainment Showcase Division (see specific rules pertaining to this division), and except for the Championship Division rounds which shall be limited to five (5) minutes. Ten (10) points will be deducted from the total score for every thirty (30) seconds (or portion thereof) which exceeds four (4) minutes for all regular division rounds, except Championship Division, and which exceeds five (5) minutes for the Championship Division. There is a ten (10) second grace period. Once eleven (11) seconds over time is reached, ten (10) points will be deducted for that thirty (30) second period (the period running from 4:00 (or 5:00) minutes to 4 (or 5) minutes and 30 seconds).

D. Contestants may choose to play without accompanists, or with no more than three (3) accompanists.

E. Any danceable tunes played in the Old Time Fiddle style are acceptable.

F. Contact microphones and/or amplified instruments are not permitted.

G. No printed music or tablature of any kind will be allowed on stage during a contest.

H. No "trick" or "fancy" fiddling is permitted during contestants' appearances in regular contest divisions. Hokum Bowing will be allowed if it is a normal part of the tune.

I. Judging of all divisions except Entertainment Showcase will be scored for fiddling ability, dance ability, timing and intonation. All scores will be cumulative, and points will be deducted for violations of above rules.

J. Any protest must be submitted to the Contest Director within three (3) hours of a protest occurrence.

K. Up to five (5) judges will be selected by a Contest Committee appointed by the OOTFA President.

L. All committee and judges' decisions are final.

M. OOTFA Board of Directors shall make all other decisions pertaining to Oregon State Fiddle Contest.

N. Any first place winner for two (2) consecutive years in the Small Fry Division shall move up to the Junior-Junior Division for the next year; any first place winner for two (2) consecutive years in the Junior-Junior Division shall move up to the Junior Division for the next year; and any first place winner for two (2)



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consecutive years in the Junior, Young Adult, Adult, Senior or Senior-Senior Divisions shall move up to the Championship Division for the next year.

- O. If a string breaks or becomes unwound while a contestant is competing (either a fiddle string or accompanist's string), the contestant has the option to continue playing or stop playing immediately. Any completed tunes will be judged. If the contestant stops due to a broken string, it should be replaced immediately or another instrument should be played and the contestant should complete the round, beginning with the interrupted tune.
- P. In the event of a tie in the second round (top 5) of a regular division, there will be a play-off of one hoedown not previously played by the contestant in round one (1) or round two (2), with a two (2) minute time limit. In the event of a tie in the top five (5) in the Entertainment Showcase division, another tune not previously played by those contestants in this division will be played, with a three {3} minute time limit.

### Section 6. Specific Oregon State Fiddle Contest Rules for Entertainment Showcase Division only.

- A. The division is open to OOTFA members of all ages, whether or not they have entered other divisions.
- B. The division is one round consisting of one (1) tune (or a medley with no stopping between tunes) played within three (3) minutes – fiddling only, no singing and no other instruments taking breaks. In the event of a tie, a different tune will be played. Ten (10) points will be deducted from the total score for every thirty (30) seconds over time. There is ten (10) second grace period. Once eleven (11) seconds over time is reached, then (10) points will be deducted for that thirty (30) second period.
- C. Up to three (3) accompanists are allowed; accompanist cannot take breaks or play the melody.
- D. Judging will be done by the regular contest judges, from the audience, using the regular judging criteria and also giving consideration to entertainment value, personality, creativity, technical ability, stage presence and originality. A different score sheet will be used.
- E. The purpose of this division is to have fun entertaining and playing a tune which might not normally be played in a regular contest round – such as a “show” tune, a “trick & fancy” tune, a “hot” fiddle tune, a swing tune with improvisations etc.
- F. A fiddler may elect to have one other fiddler join him/her on stage. They may elect to play a “twin fiddle” tune. However, regular “twin fiddle” rules will not apply. The fiddlers may trade back & forth, play in unison, play note for note melody and harmony, or play melody and counter melody. The two fiddlers will share any trophy and money which may be awarded to them.

## ARTICLE IV. Kielhorn Funds

### Section 1. Endowment Fund

This OOTFA Fund was set up in 2012 due to the generosity of Norman and Hattie Kielhorn. OOTFA has a bequest that has been directed to be used specifically:

- A. To purchase equipment for use at concerts,
- B. To conduct music camps for Oregon youth, and,
- C. To promote the appreciation of ‘old time fiddle music’ among Oregon’s youth.

### Section 2 General Definitions

- A. Concerts - a performance of music by players or singers for an audience that does not involve theatrical staging (this is not the same as a jam).
- B. Promote - further the progress of (something, esp. a cause, venture, or aim); supporter actively encourage, -or- give publicity to (a product, organization, or venture) so as to increase public awareness.
- C. Appreciation - a sensitive awareness, recognition of value.
- D. Equipment - sound equipment used for live performances such as microphones, amplifiers, speakers, stands, cords, etc.
- E. Youth - any person 18 years of age and under.

### Section 3. Long-term Endowment Fund

- A. A large portion of this bequest has been set up as a permanent Endowment Fund. The principle amount of the endowment will not be spendable, only the interest that it earns. This will establish a long-term legacy for

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OOTFA and perhaps encourage other members to make a planned gift to continue to expand the fund. Such gifts could be directed donations with additional considerations on how the funds would be used.

- B. With the remainder of the Kielhorn funds, we have established a grant fund that is administered by the OOTFA Board of Directors. Annual interest from the endowment account shall be added to this grant fund. The Board of Directors approval of grant funding is based on this application.

- C. Submission and reviews of grant requests can occur at any time.

### Section 4 Grant Application Criteria

- A. Applications can be obtained from either OOTFA State or District Officers.
- B. Grants can be submitted by an individual but must come from an OOTFA District and be approved by at least two of the District officers.
- C. All grants must comply with the directed usage specifications.
- D. No one grant may be for a sum to exceed two thousand five hundred (\$2,500) dollars.
- E. Grants should not be for individuals, families, or for very small groups.
- F. Grants cannot be for individual private instruction.
- G. Grants can be used to pay for specific services provided by a non OOTFA member or company, but cannot be used to support an activity from an organization that is not a 501(c)(3) corporation.
- H. Grant application must be complete and signed.
- I. Grant monies will be forwarded by check to the OOTFA district treasurer for dispersing.
- J. An accounting of grant monies received and paid out by the district will be included in the district monthly treasurer's report to the State Treasurer.
- K. Grant funds cannot be used for general operating funds of an OOTFA District or a third-party organization.

### Section 5 Grant Application Process

- A. The application should contain:
  - 1) The complete five pages of the application
  - 2) Additional explanation pages
  - 3) Budget sheet(s) as needed.
- B. Upon completion, submit the package to district officers. They will review and sign, then forward to the OOTFA State Treasurer for the remainder of the review/approval process.
- C. The application may be faxed or attached to an email but must be followed by delivering the original document to the OOTFA Secretary within ten (10) days.
- D. The screening committee and OOTFA Board of Directors reviews may be done electronically, if needed, provided sufficient documentation is maintained.
- E. The Secretary will forward the application to the three (3) member screening committee who:
  - 1) Are appointed by the President.
  - 2) Serve for twelve (12) months.
  - 3) Are neither State nor District officers.
  - 4) Have terms which need not be concurrent.
- F. The screening committee will submit the application with the committee's recommendations to the OOTFA Board of Directors for action. All actions and/or approvals will be by simple majority.

## V. OOTFA Scholarship Program

### Section 1 OOTFA Scholarship Committee

- A. The OOTFA Scholarship committee shall consist of three (3) members-at-large along with the Vice President presiding.
- B. The Vice President shall appoint the committee members.
- C. Members of the committee shall be active participants of OOTFA events, regularly attending meetings and jams
- D. To prevent conflicts of interest. No "committee member" shall vote on a decision from which he or she may benefit personally.
- E. Yearly term shall be designated as the fiscal year of July 1<sup>st</sup> through June 30.

# OREGON OLDTIME FIDDLERS' ASSOCIATION (OOTFA) INCORPORATED

## BY-LAWS AND STANDING RULES

REVISED: September 8, 2018

### Section 2 Scholarship Funds

- A. Scholarship Funds shall be limited to workshops and instruction approved by the committee.
- B. Individual scholarships to be used for students of any age. As a rule, funds limited by fifty percent (50%) or less of the instructor's fee.
- C. Availability of funds limited to seventy-five percent (75%) in any given year.

### Section 3 Workshops and Private Lessons

- A. Preference for Scholarship funds to be given to workshops. Student application for specific workshops or instruction shall be based on need.
- B. Dollar amount limited to approval of Scholarship committee. Districts may apply to help fund a specific workshop.
- C. Purpose is to provide low-cost instruction. Recommend all workshop students pay a nominal fee to instructor to insure attendance.

### Section 4. Instructor

- A. Instructor and fee to be approved by committee. Instructor should live in District he student lives in and not only be qualified instructor, but teach some standard fiddle tunes recognized by OOTFA
- B. Written agreement to be signed by instructor and the OOTFA President or designated person. Dates and Fees to be stated in Agreement.

### Section 5. Funds Dispersed by Voucher System

- A. Application to submitted to the scholarship committee at least thirty (30) days before the event.
- B. Applications must be approved by the District Chairman.
- C. All students must be current members of OOFA
- D. Committee reviews application
- E. Student is notified of decision.
- F. Voucher is signed by student, instructor and District chairman and returned to the OOTFA Treasurer for payment. Vouchers are then sent to the District chairman or Treasurer for disbursement.
- G. Formal presentations to be given to the student at a district meeting.
- H. Chairman of committee to keep records of all funds approved. OOTFA Treasurer to keep records of all funds dispersed. Records to be reconciled at the end of the fiscal year.

### Section 6 OOTFA Fiddle Workshops

- A. The primary purpose of a workshop of OOTFA is to give instruction to those who are interested in learning to play the fiddle and to those who want to improve their skills. In doing so, the organization is perpetuating oldtime music.
- B. In order that the skill of fiddling is to survive and be perpetuated, we must strive to recruit and train new fiddlers. Our workshops exist for that purpose.
- C. The workshop teaches such skills as bowing techniques, pitch, timing, performance, state presence, new turns and the care and maintenance of their fiddler and bows.
- D. Students are taught by demonstration, lecture, small groups, large groups and one-on-one.

**ARTICLE VI.** Revisions Supersede All Previous Standing Rules. Adoption of these Standing Rules shall serve to void, replace and supersede all previous Standing Rules of OOTFA.