

# **North Shore Music Teachers Association By-Laws**

## **Article I - Name**

The name of this organization shall be the North Shore Music Teachers Association (NSMTA), affiliated with the Illinois State Music Teachers Association (ISMTA), and the Music Teachers National Association (MTNA).

## **Article II - Purpose**

The purpose of NSMTA shall be to advance music education through:

- a. Informative and enlightening programs;
- b. Continuing education of music teachers;
- c. Opportunities for student performance and evaluation;
- d. Scholarship assistance to qualifying students;
- e. Promotion of good music for the general public.

## **Article III - Organizational Structure**

**Section 1.** Said association is organized exclusively for charitable, educational, and scientific purposes and qualifies as an exempt organization under Section 501 (c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

**Section 2.** No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to, any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted:

- (a) by an organization exempt from federal income tax under Section 501 (c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code,  
OR
- (b) by an organization, contributions to which are deductible under Section 170 (c)(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

**Section 3.** In the event of the dissolution of this organization, any funds remaining in the treasury after the payment of any outstanding debts shall be contributed to ISMTA or MTNA.

## **Article IV – Membership**

### **Section 1. Membership Classifications**

Membership Classifications in this Association shall be: Active, Associate, and Collegiate. All members of this Association shall hold membership in the ISMTA and the MTNA.

- A. Active Membership is open to any person professionally engaged in any field of musical activity who is also a member of ISMTA and MTNA. Active members may participate in all NSMTA activities, vote, and hold office. Senior status allowing a reduced rate of membership dues may be granted upon request to members aged 70 and older.
- B. Associate Membership is open to individuals, organizations, patrons, institutions, or business firms wishing to support NSMTA and its activities. Associate members shall not have the right to vote, hold office or enter students in activities. Associate members must be members of ISMTA and MTNA.
- C. Collegiate Membership is open to any college student pursuing study in music who is also a member of ISMTA and MTNA. College students may participate in all NSMTA activities, including entering their students in the Achievement in Music (AIM) exams, but may not vote, hold office, or enter students into ISMTA or MTNA competitions. NSMTA Collegiate membership fees are offered at a reduced rate.

### **Section 2. Annual Dues**

- A. Annual Dues shall be payable to MTNA which includes national, state (ISMTA) and local (NSMTA) dues as determined by those respective bodies.
- B. New members will be accepted at any time.
- C. Members whose dues have been received by MTNA will be listed in the NSMTA Directory.

### **Section 3. Membership Year**

The membership year shall be the same as the MTNA fiscal year, beginning July 1 and ending June 30.

## **Article V - Officers**

**Section 1.** The officers of this Association shall be: President, First Vice President, Second Vice President, Recording Secretary, Corresponding Secretary and Treasurer.

- A. The President shall preside at NSMTA business meetings and semi-annual board meetings. The President shall assure that all Committee positions are filled, shall appoint Chairpersons as needed, and shall perform such other duties applicable to the office as prescribed by the parliamentary authority adopted by NSMTA.

- B. The First-Vice-President shall preside in the absence of the President, serve as Program Chairperson, and shall perform such other duties as may be designated by the President or prescribed by the parliamentary authority adopted by NSMTA.
- C. The Second-Vice-President shall preside in the absence of the President and the First-Vice-President, serve as Membership Chairperson, and shall perform such other duties as may be designated by the President or prescribed by the parliamentary authority adopted by NSMTA.
- D. The Recording Secretary shall keep the minutes of each board meeting and regular membership meeting, and shall perform such other duties as prescribed by the parliamentary authority adopted by NSTMA.
- E. The Corresponding Secretary shall oversee the editing and distribution of the NSMTA newsletter, and any other announcements to members as needed, and shall perform such other duties as prescribed by the parliamentary authority adopted by the NSMTA.
- F. The Treasurer shall administrate and have charge of NSMTA funds and shall keep a record of all incoming and outgoing transactions. They shall pay bills from those funds when so authorized by the Board or the membership body. A report shall be made at each business meeting, and accounts shall be audited each year. The treasurer shall also perform such other duties as prescribed by the parliamentary authority adopted by NSMTA.

## **Article VI- Election of Officers**

**Section 1.** A Nominating Committee shall consist of three members, at least one to be elected from the Board and preferably serving as chair of the committee. The committee shall be elected by the members, the Board, or appointed by the President.

**Section 2.** The Nominating Committee shall submit names at the March meeting for the offices of President, First Vice-President, and Corresponding Secretary on even years for a two-year term; and Second Vice-President, Recording Secretary and Treasurer on uneven years for a two-year term. Nominations may be made from the floor. No name shall be placed in nomination without the consent of the nominee.

**Section 3.** No member shall hold the same office for two consecutive terms.

**Section 4.** Election of officers shall be by majority vote at the April meeting. If there is only one nominee for each office, the vote may be by acclamation. Voting may be done in person and/or virtually.

**Section 5.** Officers shall assume their duties on or before July 1<sup>st</sup> and shall serve until their successors are duly elected and installed.

**Section 6.** A vacancy in any office, except that of President, shall be filled for the unexpired term by presidential appointment and approval by the Executive Board.

**Section 7.** Any officer shall cease to hold office upon termination of membership or may be removed from office by two-thirds vote of the members present and voting at a regularly scheduled meeting. Such action may be taken when it appears evident that an officer has been or is unable to serve or is otherwise unqualified.

## **Article VII - Board of Directors**

**Section 1.** The Board shall consist of the officers and chairperson(s) of the Committees. The immediate past President shall be a member of the Board and act as consultant. The Board shall be empowered to act in emergencies between meetings of the organization.

**Section 2.** Board meetings shall be held in January and May. Additional meetings may be called at the discretion of the President. Meetings may be held in person and/or virtually.

**Section 3.** A quorum for the board meetings shall consist of one-half of the Board members.

## **Article VIII – Committees**

**Section 1.** The Standing Committees shall work to facilitate and accomplish the purposes of the Association.

**Section 2.** The Committee Chairpersons shall be appointed by the President as vacancies arise. The chairperson(s) of each committee shall form their own committee.

**Section 3.** The President shall be an ex officio member of all committees, except the Nominating Committee.

**Section 4.** Rules, regulations, and duties established by a committee shall be approved by the Board before being adhered to by the general membership.

**Section 5.** An Audit Committee of three members shall be appointed by the President to audit the books at the close of the financial year in June. The report shall be presented at the first regular meeting in the following fiscal year.

## **Article IX - Meetings**

**Section 1.** Regular meetings shall be held monthly from September through November and from January through April. Business meetings will be conducted according to the most recent edition of Robert's Rules of Order Newly Revised. Meetings may be held in person and/or virtually.

**Section 2.** To conduct business a quorum of 15 members, including at least 3 members from the Board of Directors, shall be established.

## **Article X- Parliamentary Authority**

This association (NSMTA) shall be governed in accordance with the most recent edition of Robert's Rules of Order Newly Revised, in all cases to which they are applicable and where they are not inconsistent with these By-Laws.

## **Article XI- Affiliation**

This association (NSMTA) shall be affiliated only with MTNA and ISMTA activities.

## **Article XII- Amendments**

These By-Laws may be amended at any regular meeting of the organization by a two-thirds vote of the members present and voting, and providing these constitute a quorum (see Article IX, Section 2). Written notice of the proposed amendment(s) must be submitted to the membership at least fourteen (14) days before the meeting.

Amended and Approved: April 1995

By-Laws Committee: Marlene Blechman, Marlene Chatain, Carolyn Sanderson

Amended and Approved: February 2002

By-Laws Committee: Marcia Bosits, Mary Beth Molenaar, Harriet Smith

Article XI Amended and Approved: March 2006

Amended and Approved: April 2012

By-Laws Committee: Marlene Chatain, Jennifer Cohen, Mary Beth Molenaar

Amended and Approved: November 2022

By-Laws Committee: Marlene Chatain, Jennifer Merry, Eric Sutz