
CONSTITUTION AND BYLAWS

North Dakota Music Educators Association

Article 1

Name and Purpose

Article 1, Section 1

The name of this organization shall be the North Dakota Music Educators Association.

Article 1, Section 2

The purpose of this organization is to promote music through various agencies in music education.

Article 1, Section 3

This organization shall function as a state affiliate of the National Association for Music Education and a member of the North Central Division of NAFME.

Article 1, Section 4

This organization shall maintain a close relationship with the State Department of Public Instruction, The North Dakota High School Activities Association, the North Dakota Education Association, and the educational institutions of the state. Through the National Association for Music Education, it shall have a functioning relationship with other affiliated state, regional and national music education organizations.

Article 1, Section 5

This shall be a non-profit organization.

Article 2

Membership

Article 2, Section 1

Any person actively engaged in music education or other music related educational work, may become an active member of this association by paying the prescribed membership dues. Active membership shall provide for participation in activities of the state, regional and national organizations, including the rights of voting and holding office. Changes in state dues may be made upon the recommendation of the Executive Committee and two-thirds majority vote of the Board of Directors.

Article 2, Section 2

Associate membership shall be available to firms, organizations or individuals. Associate membership dues shall be prescribed by the Board of Directors.

Article 2, Section 3

NAfME Collegiate membership shall be open to students at the college level who are not employed full time as teachers by paying the prescribed membership dues. Student membership shall entitle that person to the rights and

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privileges of active membership except those of voting and holding office in the North Dakota Music Educators Association.

Article 2, Section 4

Life members of the Music Educators National Conference shall have all the privileges of active membership of the North Dakota Music Educators Association.

Article 2, Section 5

Retired membership shall be open to former members who have retired from teaching, administrative or research positions in music education and who have been members of the National Association for Music Education for a minimum of any ten years preceding their retirement. Retired members shall have all the privileges of active membership, with the exception of voting and holding office.

Article 3

Officers and Government

Article 3, Section 1

The officers of this organization shall be the President, Past-President, and President-Elect. The President-Elect automatically becomes the President at the conclusion of his/her term in office. All officers will serve for two year terms. To be eligible for office, candidates must have been a member of the National Association for Music Education for five consecutive years and the North Dakota Music Educators Association for three consecutive years prior to assuming office.

Article 3, Section 2

The state shall be divided into two regions, East and West as indicated on the attached map. Each region shall elect four representatives, one each for band, orchestra, choir and elementary (general music).

Article 3, Section 3

The government of this association shall be vested in eight representatives of the two regions along with the President, Past-President, and President-Elect which shall constitute voting members of the Board of Directors.

Article 3, Section 4

Between meetings of the Board of Directors, the authority for the administration of affairs of the state organization shall be vested in the President, Past-President, President-Elect, and two representatives elected from and by the Board of Directors. The actions of this Executive Committee will be reported to the Board of Directors for review, discussion and possible modification.

Article 3, Section 5

Two consecutive absences from meetings of the Board of Directors or committees of the organization shall be considered an automatic resignation from the board or committee position. The President will send to the absentee an automatic acceptance of the member's resignation and appoint a replacement. The President shall have the authority

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to appoint a replacement to fill a vacancy on the Board of Directors. Appointments are valid until the next regularly scheduled election.

Article 3, Section 6

The Executive Director and Editor shall be responsible for the *North Dakota Music Educator*. The Executive Committee will annually review appointed positions and salaries. The Executive Director shall be responsible for the NDMEA website.

Article 3, Section 7

The President shall appoint a nominating committee to select a slate of two or more candidates for the position of President-Elect to be submitted to the President. The same nominating committee will select candidates for positions of regional representatives in the interest of band, orchestra, choir, and elementary (general music) to be submitted to the President. Any active member may submit one's own name or the name of any other active member to the nominating committee for inclusion on the ballot.

Article 3, Section 8

Voting for officers and the Board of Directors shall be done as stated in the bylaws. Elected officers and directors will assume office July 1st of the year taking office. The regional representatives shall be elected from the western half of the state on odd numbered years and the eastern half of the state on even numbered years. The winners will be determined by the majority of those voting. If no majority is achieved, a run-off election between the two candidates receiving the most votes will be conducted by a mail ballot within 30 days of the counting of the initial ballot.

Article 3, Section 9

If the office of President becomes vacant, the Past-President shall assume the presidency for the remainder of that term. This newly-elected executive officer shall complete the term on the Board of Directors. The board of directors shall elect from its membership a person to fill the position of Past-President. The acting President will again become Past-President at the conclusion of filling the vacancy. The replacement process shall be completed within 30 days of the vacancy.

Article 3, Section 10

Placed this Article 3, Section 10 into Article 3, Section 5.

Article 4 Committees

Article 4, Section 1

Standing committees of the organization shall be appointed by the President. Members shall serve up to three years and be appointed in such a manner that the members' terms are distributed between one, two and three years.

Ad hoc committees shall be appointed by the President to perform a specific task and will terminate at the discretion of the President with the advice and consent of the Board of Directors.

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Article 5

Quorum

Article 5, Section 1

A quorum of the Board of Directors shall consist of one more than half of the members.

Article 5, Section 2

A quorum of the Executive Committee shall consist of a majority of the members of that committee.

Article 5, Section 3

At the annual meeting a quorum shall consist of 25 or more members.

Article 6

Meeting and Conventions

Article 6, Section 1

The annual conference of the North Dakota Music Educators Association shall be held in conjunction with All-State Music Festival. The annual business meeting shall be held during the annual conference.

Article 6, Section 2

Parliamentary affairs of the North Dakota Music Educators Association annual meeting, Board of Directors, Executive Committee and standing or ad hoc committee shall be conducted in accordance with *Robert's Rules of Order, Revised*.

Article 6, Section 3

Meetings of the Board of Directors may be called at the President's discretion or upon request of five or more members of the Board of Directors.

Article 6, Section 4

Meetings of the Executive Committee may be called by the President at his/her discretion or upon the request of two or more members of the Executive Committee.

Article 6, Section 5

The minutes of the meetings of the Board of Directors, Executive Committee and the annual meeting shall be published on the ndmea.org web site.

Article 7

Amendments

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Article 5, Section 1

Amendments to the constitution may be initiated by a petition containing the names of 25 or more members of the North Dakota Music Educators Association, a simple majority vote of the Board of Directors or a simple majority vote of the members attending the annual meetings. Constitutional amendments become effective at the termination of the election process or unless a specific date is contained in the amendment. The proposed amendments must be published in the North Dakota Music Educator or mailed to members at least 30 days prior to a mail ballot election. A simple majority vote of members voting is necessary for passage of an amendment.

Bylaws

Section 1

The President shall preside at all meetings of the Board of Directors and Executive Committee and all meetings of the association. The Executive Director shall prepare an annual budget to be presented to the Board of Directors at the annual meeting. In the event of the absence of the President, these duties shall be performed by the Past-President. Expenses for the President or his/her designee to the Divisional or National meetings shall be paid by the North Dakota Music Educators Association as prescribed by the annual budget.

Section 2

The Executive Director will be custodian of all organization funds. An account of all monies received and dispersed by the Executive Director shall be presented at each meeting of the Board of Directors. The Executive Director shall deposit the funds of the association in a depository approved by the Board of Directors. All disbursements made by the Executive Director shall be reviewed by the President and Past-President. Any disbursement over \$500 shall be approved by the President.

Section 3

Only active NAFME members may present or enter performing groups or individuals in state conventions of the association.

Section 4

Editions of the North Dakota Music Educator shall be published in the fall, winter and spring.

Section 5

Advisory Committee members may include:

<i>Executive Director</i>	<i>All-State Site Manager</i>	<i>Research Chair</i>
<i>State Collegiate Chairperson</i>	<i>Student Collegiate Chair Person</i>	<i>NDNBA President</i>
<i>NDACDA President</i>	<i>NDASTA President</i>	<i>NDIAJE President</i>
<i>NDHSAA Representative</i>	<i>State Fine Arts Coordinator</i>	<i>Teacher Education</i>
<i>Music Industry Representative</i>	<i>All-State Audition and Finance Manager</i>	<i>Journal Editor</i>
<i>All-State Committee Chair</i>	<i>Northern Plains Kodaly President</i>	<i>Prairie Winds Orff President</i>

Section 6

The election of members to the Board of Directors shall follow the announcement of candidates. Ballots shall be returned by the date set on the ballot.

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Section 7

The voting members of the Board shall vote on the annual awards. Award nominees' names shall be forwarded to the President by January 15 of each year. Nominations will be active for a period of two years, after which time nominees must be nominated again with a new letter of recommendation to the Board.

Section 8

The fiscal year of this organization will run from July 1 to June 30.

Section 9

Bylaw changes may be initiated by a motion and second at the annual meeting or action of the Board of Directors and/or Executive Committee. A two-thirds vote of members present at the annual meeting is necessary for passage of bylaw amendments submitted to that meeting. Bylaw amendments become effective at the termination of the election process unless a specific date is contained in the amendment.

Bylaws may be amended by a two-thirds majority vote of the Board of Directors and approval of either a simple majority members present at the annual meeting, or by simple majority of members voting by mail ballot.