

The Davis Chapter Of the Utah Music Teachers Association

Affiliated with Music Teachers National Association

BYLAWS

Article I – MEMBERSHIP-MEMBERSHIP YEAR

Section 1. Membership is open to all individuals professionally engaged in any field of musical activity, as outlined by MTNA. Such membership provides the privileges of participation in the activities of the association.

Section 2. The national, state, and local membership year is the same as the fiscal year: July 1 to June 30, as outlined by MTNA.

Article II – DUES

Section 1. Annual membership dues for active and associate members shall be determined by the National Executive Board of MTNA. The payment of such dues entitles members to all benefits and privileges of the Association, including a subscription to *The American Music Teacher* magazine.

Section 2. The annual dues shall be sent to the National treasurer, who will allocate the division of funds to National, State and Local Associations.

Section 3. Husband-wife dual membership receives special financial consideration by the National Executive Board, provided that both are active members of the State and Local Association.

Section 4. Student membership dues are established by the National Executive Boards. They shall have the privileges of attending chapter meetings and a subscription to *The American Music Teacher* magazine. They are not entitled to voting privileges.

ARTICLE III – DUTIES OF OFFICERS

Section 1. Officers shall serve for a term of two years. The retiring officers shall transfer, within two weeks after the swearing-in of the new officers, all records, books, funds, and other material pertaining to their respective offices to the new officers.

Section 2. The President's duties include the following responsibilities:

- a. The President presides at meetings of the Association, calls and presides at meetings of the Executive Board and Administrative Committee, appoints all standing committees and special committees as they are needed, subject to approval of the Executive Board, chairs the membership committee, and performs all other duties implied by his/her title.
- b. The President shall sign all warrants and, together with the Secretary/Treasurer, shall sign all checks.
- c. The President shall appoint the Chairman of the Nominating Committee, but shall not be ex-officio on that committee. He/she shall be an ex-officio member of all other committees.

Section 3. The First Vice President assumes all the duties of the President in absence of that officer, chairs the program committee, and such other duties as may be assigned by the President.

Section 4. The Secretary/Treasurer shall keep minutes of meetings of the Association and the Executive Board; shall maintain a roll of the membership; shall be custodian of the permanent records of the

Association and shall maintain a history of the chapter; is responsible for the maintenance of proper financial records and for the preparation of an annual report to be given to members at the September meeting. He/she shall pay all bills authorized by the President and/or Board upon warrants signed by the President. Within two months following elections, and before the fiscal year ends, the books of the Treasurer shall be audited by a person appointed by the Executive Board, if deemed necessary.

Section 5. The Executive Board is the principal administrative body of the Association and is responsible, along with the President, for all business of the Association. The Executive Board is responsible for all funds, has the power to transact the general business, to determine the general policies of the Davis Chapter, and to carry out such other duties as prescribed by the Davis Chapter. Vacancies on the Executive Board are filled by and at the discretion of the Executive Board upon recommendation of the President.

Article IV – COMMITTEES

Section 1. The Executive Board may authorize the appointment by the President of such standing committees as represents the well defined and continuing interests of the Association's membership in all fields. Termination of a Chairmanship may be effected by the President upon the recommendation of the Executive Board.

Section 2. Special committees may be appointed by the President as needed.

Section 3. In March of each even-numbered year, a Nominating Committee of three members shall be appointed by the President. The committee may be chaired by the Immediate Past-President, or another person of the President's choice.

Section 4. The Nominating Committee is responsible for nominating officers.

a. The Chairman of the Nominating Committee shall call a meeting of the committee to prepare a slate. The slate shall be presented to the membership for voting at the April UMTA Davis Chapter business meeting.

b. After such report has been presented, other nominations may be made from the floor. If other nominations are made, a secret ballot shall be taken.

Article V – MEETINGS

Section 1. Meetings of the Association are held monthly from September through May at such time and place as determined by the Executive Board.

Section 2. Special meetings of the Executive Board may be called by the President, or upon the joint request of not less than a majority of the Executive Board.

Section 3. A nonmember shall be allowed to attend two meetings as a guest.

Article VI – AMENDMENTS

These Bylaws may be amended by the Executive Board, at any Davis Chapter business meeting by a majority vote of the members present and voting. The proposed amendments must be submitted to the Board membership at least 24 hours in advance of the meeting.

Article VII – DISSOLUTION

In the event of dissolution of the local chapter, after paying or adequately providing for the debts and obligations of the Association, the remaining assets shall be returned to the state organization.