



## **MASSACHUSETTS MUSIC TEACHERS ASSOCIATION BYLAWS**

### **ARTICLE I – MEMBERSHIP**

Section 1. Active Membership shall be open to all individuals professionally engaged in any field of music activity. Those persons holding Active Membership shall be entitled to participate in all Association activities and programs, to vote, hold office and receive the official Association publications. Acceptance of membership includes an agreement to abide by the Code of Ethics of the Association.

Section 2. Student membership shall be open to all students from grade seven through the age of twenty-six (26) currently involved in regular music study. Any student beyond the age of twenty-six (26) who enrolls in a college, university or conservatory as a full-time music student shall have the option of Student Membership for a period not to exceed four (4) consecutive years. Student members shall be entitled to attend programs of the Association upon payment of the registration fee and to receive the official Association publications, but shall not have the right to vote, hold office, apply for national certification or enter students into MTNA or MMTA competitions.

### **ARTICLE II – REVOCATION OF MEMBERSHIP**

No person who has been convicted of a crime involving the sexual or other abuse of a person shall be a member of MMTA. Any accusation that a member of MMTA has been convicted of a crime involving sexual or other abuse of a person shall be reported to the President of MMTA, who shall immediately report the accusation to the President of MTNA, who shall appoint a three-person committee to ascertain the validity of a conviction. If the committee substantiates that a person has been convicted of a crime involving sexual or other abuse of a person, the President of MTNA shall immediately terminate the membership and the certification of that person. Any action authorized by the MTNA President in this resolution may be appealed to the Board of Directors of MTNA.

Any membership terminated under this section shall be reinstated upon the filing with the MTNA President of a certified copy of the judgment reversing the conviction.

### **ARTICLE III – FISCAL YEAR**

The fiscal year shall commence on July 1 and shall end on June 30.

### **ARTICLE IV – MEMBERSHIP YEAR**

Section 1. The membership year for all membership categories except that of student membership shall coincide with the fiscal year, July 1 to June 30. The student membership year shall be October 1 to September 30.

Section 2. Annual dues for all categories of membership shall be due on the first day of the membership year, after which date members are not in good standing nor entitled to any of the privileges of membership until dues are paid for the current membership year.

### **ARTICLE V – ELECTION OF OFFICERS**

Section 1. A Nominating Committee shall be elected to nominate MMTA officers. The committee shall consist of the Immediate Past President and two (2) Active members of the Association. The MMTA Board of Directors shall elect these two members. Each shall have given his or her consent. The committee shall elect its own chair.

The Nominating Committee shall prepare a slate of not more than two (2) candidates for each office. This slate shall appear in an issue of the official Association publication at least thirty (30) days before the date of the annual meeting of the Association

Section 2. Election of Officers shall take place at the annual meeting of the members. The Active MMTA members present shall elect by a majority vote the officers of the Association. Nominations from the floor shall be allowed, provided the nominee is eligible for election and has consented to be a candidate. This consent must be given in writing or given in person at the meeting. Election by the members must be by secret ballot, and each office shall be voted on separately. In

the event of only one nominee for an office, the President may recommend election by general consent.

Section 3. The President-Elect, upon completion of his or her term of office, shall become President of the Association. Should the elected President-Elect be unable to assume the Presidency, the President shall be elected, for that term only, in the same manner as that of the other officers.

Section 4. Each officer shall be elected for a term of two (2) years.

Section 5. The term of office shall commence thirty (30) days following the adjournment of the annual session of the Association.

Section 6. No officer may hold a national, division or state office concurrently except the Immediate Past President.

Section 7. A vacancy in any office, except that of President, shall be filled by the President in consultation with the Executive Committee, and be subject to the approval of the MMTA Board of Directors. A President-Elect selected in this manner cannot assume the office of President without being elected to that office.

## **ARTICLE VI – DUTIES OF MMTA OFFICERS**

Section 1. The President shall be the principal elective officer of the Association and shall preside at meetings of the Association, the Executive Committee, and the MMTA Board. He or she shall appoint all ad hoc committees. He or she shall appoint all non-prescribed members to the MMTA Board. The President shall serve as a member ex officio of all committees except the Nominating Committee. He or she shall perform such other duties applicable to the office as prescribed by the parliamentary authority adopted by the Association.

Section 2. The President-Elect shall assume all duties of the President in the absence of that officer, shall serve as liaison to the Local Associations and Student Chapters, shall serve on the finance Committee, and assist the President as needed. He or she shall perform such other duties applicable to the office as prescribed by the parliamentary authority adopted by the Association.

Section 3. The Vice-President for Membership shall preside in the absence of the President and the President-Elect, shall coordinated all activity relating to recruitment, retention and development of members, coordinate publication of the

membership directory, and perform such other duties applicable to the office as prescribed by the parliamentary authority adopted by the Association.

Section 4. The Vice-President for Certification shall actively promote National and State Certification among the members of the Association, act as liaison with MTNA Certification chair and perform such other duties applicable to the office as prescribed by the parliamentary authority adopted by the Association. He or she must be a Nationally Certified Teacher of Music.

Section 5. The Treasurer shall be responsible for overseeing, in cooperation with the President, all financial affairs of the Association, and shall serve as chair of the Finance Committee. He or she shall be responsible for the preparation of periodic reports to the Executive Committee, a written annual report to the entire membership, and perform such other duties applicable to the office as prescribed by the parliamentary authority adopted by the Association.

Section 6. The Secretary shall record the minutes of all meetings of the Executive Committee, the MMTA Board, and maintain files of reports from various offices, shall distribute copies of minutes in legal form to all members of the Executive Committee and the MMTA Board of Directors, and perform such other duties applicable to the office as prescribed by the parliamentary authority adopted by the Association.

## **ARTICLE VII – AFFILIATED LOCAL ASSOCIATIONS**

Section 1. Any city, town or district music teachers association may petition to the Executive Committee for affiliation in MMTA by providing evidence that the following requirements have been fulfilled:

1. That two (2) copies of the Local Association governing document(s) (e.g. Constitution, Bylaws, and Article of Incorporation) have been filed with the Secretary and that they are consistent with those of MMTA.
2. That its fiscal and membership years coincide with that of MMTA.

Section 2. Upon determining that a petitioning local music teachers association has fulfilled the requirements of Section One (1) of this Article, MMTA shall approve the petition.

Section 3. In referring to its affiliation, each Local Association shall use the phrase “Affiliated with the Massachusetts Music Teachers Association.” This specified phrase shall be included in the constitutions of all affiliated Local Associations.

Section 4. If a local music teachers association has affiliated with MMTA as a Local Association, all members of that Local Association must be members of both MMTA and MTNA.

Section 5. Annual renewal of a local Association shall be made without reconsideration by MMTA provided:

1. That the affiliate has not formally notified MMTA that it wishes to discontinue affiliation.
2. That all changes in the Constitution and Bylaws of the affiliated Local Association have been filed with the MMTA, that they are consistent with the Constitution and Bylaws of MMTA, and have been approved by MMTA.
3. That all provisions of Sections One (1) and Four (4) of this Article continue to be fulfilled.

## **ARTICLE VIII – STANDING COMMITTEES**

Section 1. The Finance Committee shall consist of the President, President-Elect, and Treasurer. The Treasurer shall serve as chair of this committee. The Committee shall submit to the Executive Committee for approval an annual budget based on recommendations of the MMTA Treasurer. The Committee shall authorize an audit at the end of each odd-numbered fiscal year. The Committee shall be responsible for all financial records of the Associations.

Section 2. The Long Range Planning Committee shall consist of past Presidents and other officers, appointed by the President, for the express purpose of considering recommendations and strategies for the future of the Association. This committee shall serve in an advisory capacity to the Executive committee. The MMTA Immediate Past President shall serve as chair of this committee.

## **ARTICLE IX- AMENDMENTS**

Section 1. These Bylaws may be amended upon the recommendation of the Executive Committee at any meeting of the MMTA Board of Directors by a two-thirds vote. Written notice of the proposed amendment(s) must be submitted to the MMTA Board at least twenty-four (24) hours in advance of the meeting.

Section 2. Upon the recommendation of the Executive Committee these Bylaws may be amended by a two-thirds vote of the members of the MMTA Board. The proposed amendment(s) must be submitted to the MMTA Board of Directors at least thirty (30) days in advance of the meeting.