

PALM BEACH COUNTY ART TEACHER'S ASSOCIATION

CONSTITUTION

The Palm Beach County Art Teacher's Association will direct its effort to the support of art education and promote art as a means of communication for each individual.

It is the right of each individual to develop his own creativity and aesthetic potential. It is our purpose to strengthen the position of art education in Palm Beach County. We support programs in art which meet the needs, interest, and abilities of each individual student. We will promote and maintain the highest quality of art education in Palm Beach County.

ARTICLE I NAME

The organization shall be known as the Palm Beach County Art Teacher's Association.

ARTICLE II PURPOSE

As a nonprofit, educational organization, the purposes of the association are:

- (A) To encourage growth of the profession through inservice programs and workshops.
- (B) To communicate to the public through exhibitions and other means.
- (C) To integrate our efforts with others of similar purposes in education and in the community.

ARTICLE III MEMBERSHIP

Membership shall be open to individuals professionally engaged in activities concerned with art education. Other nonvoting classes of membership may be created by the executive board at their discretion.

ARTICLE IV OFFICERS

Section 1: There shall be a President, Vice-President, Recording Secretary, Corresponding Secretary, Treasure, and a Historian. These shall constitute the executive board.

Section 2: The following officers shall perform the duties prescribed by this constitution and by the parliamentary authority adopted by the Association.

Section 3: Vote Necessary to Elect: A Majority of the members present and voting at the May meeting shall elect the officers and such a number shall constitute a quorum for the election of officers and transaction of business.

ARTICLE IX QUORUM

A quorum shall be a majority of the number of members who attend either or both of the previous two meetings.

ARTICLE X PARLIAMENTARY AUTHORITY

Robert's Rules of Order, Newly Revised, shall be the authority on all questions of procedure not otherwise covered in the constitution. The President shall appoint a Parliamentarian.

ARTICLE XI AMENDMENTS

Section 1: Notice: Copies of all proposed amendments to the constitution must be sent to all members of the Association at least 10 days in advance of the meeting at which the vote will be taken.

Section 2 Adoption: Amendments shall be adopted by 2/3's majority of members.

ARTICLE XII COMMITTEES

1. To be set up by recommendation of the board.
2. Members of committees must be members of P.B.C.A.T.A. and should be selected recommended and approved by board members.
3. The Chairman of the committee must present a written report to the board members within a week after committee meeting (vital for communication).
4. Committees needed:
 - A. Hospitality Committee.
 - B. Exhibition Committee:
 1. Committee members for art show should be comprised of members not participating in such show (conflict of interest).
 2. Prizes should be left to the discretion of the board depending upon the amount of money that can be given out.
 - C. Scholarship Committee.
 - D. Publicity Committee.
 - E. Nominating and Election Committee.
 - F. CTA Liaison.
 - G. Private school Liaison.

- (A) President: It shall be the duty of the President to preside at all business meeting of the Association, to prepare the agenda for the business meetings, and approve expenditures.
- (B) Vice-President: It shall be the duty of the Vice-President to preside at meetings in the absents of the President and to assume the duties of the President in the event of a vacancy in that office, as well as to assume duties as directed by the President.
- (C) Recording Secretary: It shall be the duty of the Recording Secretary to keep the minutes of each business meeting, and to present minutes for approval at each succeeding meeting.
- (D) Corresponding Secretary: It shall be the duty of the Corresponding Secretary to conduct the correspondence of the Association (unless otherwise delegated), and to send out notices as requested by the President.
- (E) Treasurer: It shall be the duty of the Treasurer to issue receipts of dues, to furnish a list of names and addresses of paid members to the executive board, to pay all bills authorized and approved for payment by the President, to submit bills not specifically authorized under the budget to the President for approval before payment, and to make regular reports of the state of the treasury to the President.
- (F) Historian: It shall be the duty of the Historian to keep copies and records of all publicity and activities of the Association.

Section 3: Vacancy of Offices: In the event any officer resigns, or is unwilling or unable to serve for a prolonged period of time, a new officer will be elected to complete the term, under the same procedure as Article VIII for election of officers.

AMENDMENT to ARTICLE IV

1ST VICE-PRESIDENT: It shall be the duty of the 1st Vice-President to preside at meetings in the absence of the President, and assume the duties of the President in the event of a vacancy in that office, as well as to assume duties as directed by the President. In addition, the 1st Vice-President shall become the President at the end of the existing term.

2ND VICE-PRESIDENT: It shall be the duty of the 2nd Vice-President to preside at meetings in the absence of the President, and the 1st Vice-President and to assume the duties of the President in the event of a vacancy in that office and

the 1st Vice-President, as well as to assume duties as directed by the President. The 2nd Vice-President shall become the 1st Vice-President at the end of the existing term.

ARTICLE V MEETING

Section 1: Regular Meetings: Regular meetings of the Association shall be held during the school year.

Section 2: Time of Meeting: At each meeting the date, time, and location will be set for next or other succeeding meetings.

Section 3: Special Meetings: The President shall call special meetings. The members shall be notified in advance of the date, time, and location of special meetings by mail; noticed is complete upon mailing.

Section 4: First Meeting: The date, time, and location of the first meeting of the school year will be set by the same procedure for calling a special meeting.

ARTICLE VI FINANCE

Membership dues are due at the first meeting.

AMENDMENT to ARTICLE VI

All monies pertaining to P.B.C.A.T.A. should be sent directly to the treasurer.

No money should be dispersed until such action has been approved by board members.

ARTICLE VII TERMS OF OFFICE

The term of office for all offices shall be one year. A term shall run from the June meeting until the following June.

ARTICLE VIII ELECTION OF OFFICERS

Section 1: Time and Method of Nominating: Nominations shall be made by the nominating committee, appointed by the President. The committee will present a slate of two nominations for each office. Nominations from the floor are in order, provided that the nominee has stated in writing that he/she meets all the qualifications and will accept nomination.

Section 2: Time and Method of Election: Elections shall be held in May no less than three weeks before the first meeting of the next term in June. Elections will be by secret ballot.