



Palm Beach County Art Teacher's Association

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 won creativity and aesthetic potential. It is our purpose to strengthen the position of art education in Palm Peach County. We support programs in art which meet the needs, interests, 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 non profit, educational organization, the proposes of the association are:

- a) To encourage growth to 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 proposes 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 board.

Article VI

Officers

Section 1.

There shall ba a President, Vice-President, Recording Secretary, Corresponding Secretary, Treasurer, and 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.

(A) **President:** It shall be the duty of the President to preside at all business meetings of the Association, to prepare the agenda for the business meetings, and approve expenditures.

(B) **Vice-President:** It shall be the duty of the First Vice-President to preside at meetings in the absence of the President, assume the duties of the President in the event of a vacancy in that office, as well as assume duties as directed by the President. In addition, the First Vice-President shall take the office of President at the end of the existing term.

(C) **Recording Secretary:** It shall be the duty of the Recording Secretary to keep the minutes of each business meeting, and present minutes for approval at each succeeding meeting.

(D) **Corresponding Secretary:** 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 able 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, Section 2, B

Ratified 5/92

This amendment replaces the office of Vice-President with the offices of First Vice-President and Second Vice-President.

First Vice-President: It shall be the duty of the First Vice-President to preside at meetings in the absence of the President, assume the duties of the President in the event of a vacancy in that office, as well as assume duties as directed by the President. In addition, the First Vice-President shall take the office of President at the end of the existing term.

Second Vice-President: It shall be the duty of the Second Vice-President to preside at meetings in the absence of the President, and First Vice-President, to assume the duties of the President in the event of a vacancy in that office and the First Vice-President, as well as to assume the duties as directed by the President. The Second Vice-President shall become the First Vice-President at the end of the existing term.

Ratified 8/01

This amendment replaces the offices of First Vice-President and Second Vice-President.

(B) President Elect: It shall be the duty of the President Elect to preside at meetings in the absence of the President, assume the duties of the President in the event of a vacancy in that office, as well as assume duties as directed by the President. In addition, the President Elect shall take the office of 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 Meetings:

At each meeting the date, time, and location will be set of the next of succeeding meetings.

Section 3: Special Meetings:

The President shall call special meeting. The members shall be notified in advance of the date, time, and location of special meetings by mail; notice 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 moneys pertaining to PBCATA should be sent directly to the treasurer. No money should be dispersed until such action has been approved by the board members.

Article VII

Terms of office

The terms of office for all office 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 nominations.

Section 2: Time and Method of Election:

Elections shall be held in May, no less than three week before the first meeting of the next term in June. Elections will be by secret ballot.

Section 3: Vote Necessary to Elect:

A majority of members present and voting at the May Meeting shall elect the officers and such a number constitute a quorum of the election of officers and transaction of business.

Amendment to Article VIII

This Amendment replaces Article VIII, Section 2. Ratified 8/01

Section 2: Time and Method of Election:

Elections shall be held in August, no less than three weeks before the first meeting of the next term. Elections will be by secret ballot.

Article IX

Quorum

A quorum shall be a majority of ht number of members who attend either of 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 the Association and should be selected, recommended, and approved by the board members.
3. The Chairman of the committee must present a written report to the board members within a week after committee meetings (vital for communication).
4. Committees needed:
 - A. Hospitality Committee
 - B. Exhibition Committee
 1. Committee members for art show should be comprised of members not participation 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 Committee
 - F. CTA Liaison
 - G. Private School Liaison