

CONSTITUTION AND BYLAWS
of the
TREASURE VALLEY MUSIC TEACHERS ASSOCIATION

PREAMBLE

The TREASURE VALLEY MUSIC TEACHERS ASSOCIATION, an affiliate of the Idaho Music Teachers Association (IMTA), and Music Teachers National Association (MTNA), in order to further the art of music and to promote the growth and professional development of its members by providing programs that encourage and support teaching, performance, composition, and research and being a not-for-profit organization whose funds are used solely to accomplish these objectives, does hereby adopt this Constitution and Bylaws.

ARTICLE I - NAME

The name of this organization shall be Treasure Valley Music Teachers Association (referred to as TVMTA) affiliated with the Idaho Music Teachers Association (IMTA), and Music Teachers National Association, Inc. (MTNA), Cincinnati Ohio, a Code Section 501 [c] (3) organization.

ARTICLE II - PURPOSE

Section 1. Said organization is organized exclusively for charitable, educational, and scientific purposes, including for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501 [c] (3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Section 2. No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purpose set forth in the purpose clause hereof.

No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to, any candidate for public office.

Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal tax code, or (b) by an organization, contributions to which are deductible under Section 170 [c] (2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Section 3. In the event of the dissolution of this organization, any funds remaining in the treasury after the payment of any outstanding debts shall be contributed to Idaho Music Teachers Association, Music Teachers National Association or another 501 [c] (3) organization.

The purpose of this corporation shall be the advancement of music education, and in specific furtherance thereof:

- a. To conduct programs and activities to build a vital musical culture and an enlightened musical public for the benefit and the general welfare of all persons;
- b. To ensure that every student shall have access to a balanced, comprehensive, and high-quality program of music instruction;
- c. To improve the quality of teaching, research, and scholarship in music;
- d. To promote the involvement of persons of all ages in learning music;
- e. To foster the utilization of the most effective techniques and resources in music instruction; and,
- f. To facilitate the education of music teachers

ARTICLE III MEMBERSHIP

Section 1. Membership classifications and privileges shall be prescribed in the Bylaws of Treasure Valley Music Teachers Association, hereinafter designated as TVMTA or as the Association and must be consistent with the membership classifications provided in the bylaws of MTNA.

Section 2. Chapter membership dues shall be proposed by the Executive Board and approved by the TVMTA membership at an appropriate meeting in which a quorum of the membership is present.

Section 3.

- a. Annual dues for all categories of membership shall be due as determined by the MTNA board of directors.
- b. Dues are delinquent sixty days beyond the renewal date after which time members are not in good standing or entitled to any of the privileges of membership until dues are paid for the current membership year.

Section 4. Membership in the Association may be terminated by the member or revoked as prescribed in the TVMTA Bylaws. IN NO EVENT WILL DUES BE REFUNDED.

Section 5. All members of the association eligible for active or student membership in local TVMTA must hold membership in IMTA and in MTNA.

Section 6. The board of directors of MTNA shall determine the membership year for all membership categories.

ARTICLE IV - AFFILIATED ASSOCIATIONS

Section 1. Any city, town, or district music teachers association may become and remain affiliated with TVMTA by fulfilling the requirements of membership as stated in the Constitution and Bylaws. TVMTA guarantees on the basis of submitted membership rosters that one hundred percent (100%) of its members who meet the requirements of MTNA active or collegiate membership are members in good standing of MTNA.

Section 2. In referring to its affiliation, each association shall use the phrase, "affiliated with Music Teachers National Association." This specified phrase shall be included in the constitution/bylaws of all state and local affiliated associations, college chapters, and in all publications and programs.

ARTICLE V – OFFICERS

Officers of the Association shall be a President, President-Elect, Secretary and Treasurer. The manner of election and the duties of each officer shall be defined in the Bylaws.

ARTICLE VI – EXECUTIVE BOARD

Section 1. The Executive Board shall be composed of the President, President-Elect, Secretary, Treasurer, and Immediate Past President.

Section 2. The Executive Board shall determine policies of the Association within the limits of the Constitution and Bylaws. It shall actively pursue the purposes of the Association and shall have discretion in the disbursement of all funds of the Association. It may adopt such rules and regulations for the conduct of Association business as shall be deemed advisable and may, in the execution of the powers granted, appoint such agents as it may consider necessary.

Section 3. In order to transact business, a quorum consisting of three (3) voting members of the Executive Board, at least one of them being the President or President-Elect, must be present.

Section 4. Any action of the Executive Board may be rescinded by a two-thirds vote of the TVMTA membership.

ARTICLE VII – COMMITTEES

The President, subject to the approval of the Executive Board, shall appoint such standing and ad hoc committees and chairs as may be required by the Constitution and Bylaws, or as he or she may deem beneficial to the Association. The President shall be a member ex officio of all committees except the Nominating Committee.

ARTICLE VIII – MEETINGS

Section 1. There shall be an annual meeting of the Association, the time and place to be determined by the Executive Board. Notice of such meetings shall appear in the official Association publication at least sixty (60) days prior to the time appointed.

Section 2. A quorum of the Executive Board plus 50% of the Active Members registered at the annual meeting shall constitute a quorum for the annual meeting of the Association.

Section 3. Special meetings of the Executive Board may be called by the President, or upon joint request of not less than a majority of the Executive Board.

Section 4. All meetings of the Executive Board will be open to the Association membership, unless specified as a Closed Executive Board Meeting upon notification of the meeting.

Section 5. The Executive Board may submit items of business by mail or email to the full membership requesting a vote by mail or email. The contents of the proposals and results of the ballots are reported to the Secretary, and incorporated in the minutes of the next meeting of the Executive Board.

Section 6. The rules contained in the current edition of Robert's Rules of Order shall govern the Association in all cases to which they are applicable, and in which they are not inconsistent with the Constitution and Bylaws of the Association or any special rules.

Section 7. The President may appoint a parliamentarian to provide opinion during various meetings.

ARTICLE IX – PUBLICATION OF THE CONSTITUTION AND BYLAWS

The IMTA Constitution and Bylaws shall be printed and distributed to the membership when deemed necessary by the Executive Board, or will be available for viewing via the Association's website.

ARTICLE X – DISSOLUTION STATEMENT

In the event of the dissolution of this organization, any funds remaining in the treasury after the payment of outstanding debts shall be contributed to the MTNA Foundation.

ARTICLE XI – AMENDMENTS

Section 1. This constitution may be amended at any business meeting of the association by a two-thirds vote of the active members present and voting, the proposed amendment having been submitted to the members at least thirty (30) days prior to the voting.

Section 2. This constitution may be amended upon the recommendation of the Executive Board at any annual meeting of the Association by a two-thirds vote. Written notice of the proposed amendment(s) must be submitted to the membership of TVMTA at least thirty (30) days in advance of the meeting.

Section 3. All amendments must be consistent with article II (refers to purpose) of this constitution and a copy of same must be reported to the executive director of MTNA before approval.

Section 4. Upon the recommendation of the Executive Board this Constitution may be amended by a mail or email ballot. Approval by a two-thirds vote shall constitute amendment. The ballot and proposed amendments must be

submitted to the members of TVMTA at least thirty (30) days in advance of the required return date. The date for return of the completed ballots must be clearly stated on the ballot.

BYLAWS

ARTICLE I – MEMBERSHIP

Section 1. Active membership shall be open to all individuals engaged in any field of music activity who are also members of Music Teachers National Association. 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, subject to membership regulations of TVMTA. Any student beyond the age of twenty-six (26) who enrolls in a college, university or conservatory as a full-time student shall have the option of Student Membership for a period not to exceed four (4) consecutive years, subject to the membership regulations of TVMTA. Student members shall be entitled to attend programs of the Association upon payment of the registration fee and to receive the official Association publication, but shall not have the right to vote, hold office, apply for national certification, or enter students in IMTA/MTNA Competitions.

Section 3. Honorary Life Membership may be conferred by the Executive Board upon individuals who have given distinguished service to IMTA or the art of music. Honorary Life members shall receive the official Association publication, but shall not have the right to vote or hold office. Honorary Life members shall have the rights and privileges of such membership.

Section 4. Senior Membership shall be open to all individuals sixty-five (65) years or older who have actively been professionally engaged in any field of music activity and who have maintained MTNA membership for a minimum of five years.

Section 5. Patron Membership shall be open to all individuals and businesses who wish to support the programs and the Association. Patron members shall be entitled to attend programs of the Association, and to receive the official Association publications, but shall not have the right to vote or hold office.

ARTICLE II – FISCAL YEAR

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

ARTICLE III – 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 or entitled to any of the privileges of membership until dues are paid for the current membership year. In order to enter students in MTNA Competitions or IMTA Adjudications, annual dues must be paid by the first day of September.

ARTICLE IV – ELECTION OF OFFICERS

Section 1. A Nominating Committee shall be elected in odd-numbered years to nominate TVMTA officers. The committee shall consist of the Immediate Past President and two (2) Active members of the Association. These two Active members shall be elected by the TVMTA Executive Board and may be candidates for a committee/post, in which case they would abstain from the election process. Any nominee shall have given his or her consent. The Nominating Committee shall prepare a slate of not more than two (2) candidates for each office. The nominees shall be selected from among the current TVMTA membership.

Section 2. The Active members of TVMTA shall elect by a majority vote the officers of the Association. Nomination 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. The election shall take place at the annual meeting of the members in even-numbered years.

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

Section 4. The term of office, except that of the Treasurer, commences thirty (30) days following the adjournment of the annual meeting of the Association in even-numbered years. The term of office for the Treasurer shall be the same as the fiscal year, beginning on July 1 following the annual meeting of the Association in even-numbered years and ending on June 30 two (2) years later.

Section 5. A vacancy in any office, except that of President, shall be filled by the President in consultation with the Executive Board, and be subject to the approval of the Executive Board.

Section 6. No officer may hold national, division or affiliated association offices concurrently except the office of Immediate Past President of IMTA.

ARTICLE V – DUTIES OF TVMTA OFFICERS

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

Section 2. The President-Elect assumes the duties of the President in the absence of that officer. He or she shall oversee the activity of the annual meeting and perform such other duties applicable to the office as prescribed by the parliamentary authority adopted by the Association.

Section 3. The Secretary shall record the minutes of all meetings of the Executive Board and the Association and maintain files of reports from various offices, shall distribute copies of minutes in legal form to all members of the Executive Board and perform such other duties applicable to the office as prescribed by the parliamentary authority adopted by the Association.

Section 4. The Treasurer shall be responsible for overseeing, in cooperation with the President, all financial affairs of the Association. He or she shall be responsible for the preparation of periodic reports to the Executive Board, an annual report to the TVMTA membership, maintain a directory of TVMTA members and perform such other duties applicable to the office as prescribed by the parliamentary authority adopted by the Association.

Section 5. Officers can make reports to the membership through the state association newsletter, and will function as newsletter coordinators.

ARTICLE VI – EXECUTIVE BOARD

Section 1. The Executive Board shall have at least one meeting each year prior to the annual meeting. The committee may meet additionally upon call of the President at such times and places as he or she may designate, and may be called to meet upon demand of a majority of its members.

Section 2. At the annual meeting of the Association, the Executive Board shall call an open meeting for the general membership to bring forward items for consideration.

Section 3. Executive Board members shall not receive compensation for their services but may authorize reimbursement of non-travel expenses incurred in the performance of their duties. Such authorization may prescribe procedures for approval and payment of such expenses. If approved by the membership at an annual meeting, a compensation may be rendered to the Treasurer in exchange of his or her duties.

ARTICLE VII – AMENDMENTS

Section 1. These Bylaws may be amended upon the recommendation of the Executive Board, at any meeting, the proposed amendments having been submitted to the membership at least thirty (30) days in advance of the meeting.

Section 2. Upon recommendation of the Executive Board these Bylaws may be amended by a two-thirds vote via a mail or email ballot. The ballot and proposed amendment(s) must be submitted to the IMTA membership at least thirty (30) days in advance of the required return date. The date for return of the completed ballots must be clearly stated on the ballot.

MTNA/IMTA CODE OF ETHICS

We, the members of Idaho Music Teachers Association, having dedicated ourselves to the advancement of musical knowledge and education, recommend the following principles of ethical practice as standards of professional conduct.

RESPONSIBILITIES TO OUR STUDENTS

The teacher shall respect the personal integrity and privacy of students at all times.

The relationship between teacher and student shall be established, maintained, and terminated in a professional manner.

Members are responsible for encouraging, guiding and developing the musical potential of each student.

Members shall encourage students to participate in community music activities.

RESPONSIBILITIES TO OUR COLLEAGUES

Members shall maintain a professional attitude and shall act with integrity in regard to colleagues in their profession.

Members shall participate as fully as possible in activities of Music Teachers National Association.

Members shall provide professional assistance to one another when such assistance is requested.

Members shall respect the rights of colleagues when speaking of other teachers' work and/or students and shall avoid conflict with the instruction of a student's regular teachers when service as an interim instructor.

RESPONSIBILITIES TO OUR PUBLIC

Members shall maintain the highest standard of moral conduct, professional conduct and personal integrity.

Members shall exhibit the highest standard of expertise by maintaining their professional abilities in their fields of teaching and performing.

Members shall maintain and increase the prestige of the art of teaching and shall promote the teaching of music as a culturally enriching profession.

When asked, members shall assist those seeking guidance in selecting an independent teacher by suggesting the names of two or more teachers in the community.

Members shall refrain from making exaggerated claims or misleading statements concerning their teaching qualifications. Advertising copy shall be dignified, strictly truthful and representative of the art of music and its responsibility to the community.