

**The Constitution and Bylaws of the
Arizona Chapter of the American String Teachers Association**

Constitution

Article I: Arizona Chapter of the American String Teachers Association

The name of the organization shall be the Arizona Chapter of the American String Teachers Association, Inc.

Article II: Mission Statement

Mission Statement: To enrich lives through the joy of teaching and playing string instruments.

Core Values: ASTA-AZ provides educational enrichment through organized events, and an open forum for sharing ideas. We support excellence in teaching and playing, advocating for music education and nurturing an inclusive community of lifelong learners.

Article III: Membership

The membership of this Association shall consist of seven classifications: Active, Dual, Life, Senior, Student, School or Library: the qualifications shall be as determined by the National Constitution. The right to vote and hold office is reserved for current active, dual, senior, and life members.

Article IV: Officers and Executive Board Members

The elected officers shall be President-Elect and Secretary. The President-Elect automatically becomes President after a two-year term, and the President likewise becomes Past President. Within 30 days following the installation of elected officers and upon appointment by the President; the Treasurer, Regional Chairs (Northern, Central and Southern), Communications Chair and Solo-Competition Chair become officers of the Association. These officers in good standing comprise the voting members of the Executive Board.

Section 1: Terms of Office

All elected and appointed officers shall serve for a term of two years. The President has the prerogative to re-appoint unelected board members. The term of office of the State President shall coincide with the term of the office of the National President of ASTA. The other officers may be re-elected or appointed without restrictions.

Section 2: Vacancies and Absence

In the event that the office of President becomes vacant during the President's term of office, the President-Elect shall complete the unexpired term of the President as well as his or her elected term of office, and shall appoint an active, dual, life, or senior member in good standing to serve on the Executive Board until the next regularly scheduled election.

In the event that the office of President-Elect becomes vacant due to any circumstance, a special election shall be held by vote within ninety days. Nominations will follow normal election procedures. Ballots will be counted thirty days after mailing and the President-Elect will begin his or her term of office immediately thereafter, or by effective electronic ballot process.

Article IV: Officers and Executive Board Members, Cont.

In the event of the vacancy of any officer other than that of President or President-Elect, the President, with the majority consent of the Executive Board shall appoint an active, dual, senior, or life member in good standing to complete that officer's unexpired term.

Section 3: Elections

Election of officers will be held biannually as specified in the National Bylaws. The President will appoint the Past-President as chair of the nominating committee and create a committee to recruit, validate, and present a slate of candidates for the membership to vote upon. The majority vote of the ballots shall constitute an election. Election format may be by mail or electronic vote in the spring of an election year. The nominating committee shall consist of a Past-President Chairman and total three members. They shall submit a slate consisting of two or more candidates for the elective offices of President-Elect and Secretary. The committee will contact the nominees for approval prior to the election.

Section 4: Duties

The duties of each Officer are outlined in the Duties and Timelines Handbook of AZ Executive Board members.

Article V: Meetings

The Annual General Membership meeting of the Association shall be held as designated by the President with the approval of the Board. All members shall be notified at least thirty days in advance of the meeting.

The President will call Executive Board meetings at his or her discretion, but there will be a minimum of two Board meetings each year.

Special Board meetings will be held when a written request specifying the special purpose of the meeting is made to the President by at least three Executive Board members.

Eight active, dual, life or senior members shall constitute a quorum at any General Membership meeting. Five members of the Executive Board shall constitute a quorum for Executive Board meetings.

The President or another member of the Executive Board shall serve as State Representative to the National Convention of the American String Teachers Association.

Article VI: Amendments

This Constitution may be amended by the majority of the membership votes cast. Voting will be by mail or electronic ballot.

The Constitution and Bylaws of this Association will be revised and ratified every two years and submitted to the National ASTA Office per National guidelines.

Article VII: Articles of Incorporation

The Constitution and Bylaws are consistent and governed by the Articles of Incorporation on file with the State of Arizona and the National Chapter of the American String Teachers Association.

Bylaws of the Arizona Chapter of the American String Teachers Association

Article I: Rules of Order

The rules contained in Roberts Rules of Order, Revised shall govern the Association in cases to which they are applicable and in which they are not inconsistent with the Bylaws.

Section 1

- A. The Arizona Chapter of ASTA shall have a minimum of ten (10) active members in good standing on its membership rolls.
- B. The fiscal year shall be July 1 - June 30.
- C. Dues shall be set by the National Board.

Section 2:

Printed matter and other electronic communications concerning the Association will be sent to all members.

Article II: Program/Calendar of Events

The program for the year will be determined and executed by the President with the approval of the Board.

Article III: Financial

Financial decisions will be made by a quorum vote of the Executive Board members per Executive Board meeting decisions or electronic media.

Section 1

All expenditures necessary to the administration of the activities of the Association shall be carried out as necessary. There will be two signature cards for the checkbook, President and Treasurer.

Section 2

The Treasurer shall submit reports at the Executive Board meetings and an Annual Report for the General Membership meeting.

Section 3

The Treasurer shall submit the biannual National Report to the National ASTA Office and Arizona President in July and January, per the format provided by the ASTA Executive Director.

Section 4

Following the Executive Board budget process and using an approved accounting process, for expenditures under \$500.00 that fall outside the approved budget, the President will seek Executive Board approval.

Section 5

All AZ ASTA sponsored Special Events Chairs will submit an Event Summary and receipts with the Accounting Form for reimbursement and event expenses (Ex, clinician fees).

Article IV: Duties of the Officers

Duties of each Executive Board Officer are outlined in the AZ ASTA Handbook.

The elected and appointed officers shall perform the duties which are consistent with the Duties and Timelines of AZ Executive Board members.

The President shall be an Ex-officio member of all committees.

Article V: Standing Committees-Event Chairs

All Standing Committees or Special Event Chairs specified herein and any other future Arizona ASTA sponsored events and chairs will be appointed by the President with the approval of the Executive Board.

Current Arizona ASTA Events include but are not limited to: Fall Workshop, State and National Solo Competition, Virtuoso Violas, Bass Jam, Cellobration, Tucson Cello Congress, Viola Plus Institute, ASTA CAP-Flagstaff, Phoenix, Tucson and Yuma, National High School Honor Orchestra, Spring Showcase/Master Class and sponsored events at the AMEA conference.

Article VI: Awards

The Awards of: Outstanding Public School Teacher of the Year (OPSTY) and Outstanding Studio Teacher of the Year (OSTY) are given on a rotating annual basis. The membership may nominate and submit documentation for candidates per the AZ ASTA guidelines and final determination is made by quorum Executive Board vote.

Article VII: Special Project Grants

Application for Special Projects Grants by any local section, organization or individual must go through the state chapter to be considered and forwarded to the national organization under the State Chapter President's signature. (See Guidelines for Special Projects Grants on National Website.)

Article VIII: Student Chapters

Student membership is open to any full-time student at any level attending a public, private or parochial school, college or university. Student Chapters can be Collegiate or K-12 Level. Chapters are formed per the National guidelines.

Article IX: Special Committees

Special committees, consisting of three or more members, shall be established as necessary to carry on the work of the Association.

Article X: Dissolution

Upon dissolution, after payment of all debts, no part of the remaining assets may be distributed in accordance with law, provided, however, that the distribution must be to another organization exempt under the provisions of Section 501 (c) (3) of the United States Internal Revenue Code or to the United States, or a State or local government, for a public purpose.

Revised: 11.15.2014

Executive Board Approved: 11.20.2014

General Membership Ratified: 1.15.2015

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