

Nebraska ASTA Constitution and By-Laws

Updated January 2014

CONSTITUTION

ARTICLE ONE-NAME AND OBJECTIVE

Section One: The name of this organization shall be American String Teachers Association – Nebraska Unit.

Section Two: The object of the association shall be to support and encourage the teaching of stringed instruments at all educational levels and to establish the highest artistic and pedagogical standards.

ARTICLE TWO- MEMBERSHIP

Section One: Active membership shall be open to all players and teachers of stringed instruments.

Section Two: The members of this association shall be classified as being Active, Dual, Senior, Student, School or Library, Business Patron, and Benefactor. The right to vote and hold office is reserved for Active, Dual, Life and Senior members.

ARTICLE THREE-OFFICERS

Section One: The elected officers of this association shall be: President, President-Elect, Secretary/Treasurer, Member at Large, and Private Studio Member at Large. The appointed officers shall be the Newsletter Editor, the Membership Chair, the Webmaster, and the Solo Competition Chair. These officers, together with the immediate Past-President as Advisor, shall constitute the Executive Board.

Section Two: Duties of the Officers

The President: The President shall serve as the chief executive officer of the association. He/she shall be responsible for presiding over such administrative duties as the annual business meeting and various Executive Board meetings, selection of various committee members and shall act as the state's representative at national conferences and conventions.

The President-Elect: The President-Elect shall serve as an assistant and vice president. He/she shall assume the duties of President after two years or in any other circumstances in which the current President cannot fulfill his/her duties. The President-Elect shall also be responsible for chairing various standing and ad hoc committees, as well as creating the NEASTA bulletin board at the NMEA Conference.

The Secretary/Treasurer: The Secretary/Treasurer shall be responsible for the minutes of the annual business meeting, Executive Board meetings, and other general meetings. He/she shall also be in charge of managing monetary affairs of the association.

The Past-President: The immediate Past-President, an ex-officio member of the Executive Board, shall serve in an advisory role to the President and the Executive Board and shall chair the nominating committee.

The Member (s) at Large: The Member (s) at Large shall serve in an advisory role and shall be a voting member of the Executive Board. The Member at Large will also serve as chair of the Festival for Young Orchestras.

The Private Studio Representative: The Private Studio Representative shall serve in an advisory role, shall be a voting member of the Executive Board, and will maintain a current list of honors orchestras, festivals, and competitions available to Nebraska students.

The Membership Chair: The Membership Chair shall act as a liaison between the state and national offices to coordinate the maintenance, sustaining and recruitment of ASTA members. Duties shall also include welcoming new members and sending renewal reminders.

The Newsletter Editor: The Newsletter Editor shall be in charge of the publication of the state newsletter as spelled out in Article Four of the By-laws of this constitution.

The Solo Competition Chair: The Solo Competition Chair shall coordinate a bi-annual state solo competition.

Section Three: The term office of the President, President-Elect, Secretary/Treasurer, Member at Large, and Private Studio Representative shall coincide with the term of office of the National Officers of ASTA. The President shall not be eligible for reelection for a second two-year term until at least two years after the completion of the his/her term of office.

Section Four: Officers of the association shall be elected by electronic or mail ballot. A slate of candidates, compiled by the Nominating Committee, shall be sent to the state membership with a practical voting deadline that coincides with that of the national ASTA elections. The President shall appoint the chair of the Nominating Committee, who will select two other members for the committee.

Section Five: In the event of the vacancy of any office other than President, the President, with majority consent of the Executive Board, shall appoint an active member in good standing to finish the unexpired term of the last incumbent.

ARTICLE FOUR-MEETINGS

Section One: The Annual Business Meeting of the Association shall be held once a year at a time and place designated by the President with the approval of a majority of the Executive Board. All members of the Association shall be notified at least thirty days in advance.

Section Two: The President shall call, at his/her discretion, at least one Executive Board Meeting each year. Other Executive Board Meetings shall be held when a written request specifying the special purpose of the meetings is made to the President by at least three members of the Executive Board.

Section Three: Quorums: Ten active or life members shall constitute a quorum at the Annual Business Meeting. Four members of the Executive Board shall constitute a quorum for an Executive Board Meeting: one must be the President or his/her representative.

ARTICLE FIVE-VOTING OTHER THAN AT GENERAL OR SPECIAL MEETINGS

Section One: When the Executive Board determines that it is necessary to submit matters to the membership at times other than at general meetings or special meetings, the Board shall give notice of such matters to the membership either by mail, email, or through publication in Stringing Along, and request the return votes or ballots by the

members. Such notice shall be mailed or published at least thirty days before the votes or ballots are to be returned and counted by the Board. Members who vote neither "yes" nor "no" shall be counted as having abstained.

ARTICLE SIX-AMENDMENTS

Section One: Amendments to the Constitution and By-laws can be made by an affirmative vote of two-thirds of the state membership balloting by mail or via electronic ballots. Thirty days' notice shall be given of proposed amendments prior to the date of balloting, either by publication in Stringing Along, by mail, or via email to all members of record.

BY-LAWS

These Articles serve as by-laws in that they deal with the organization and management of everyday business affairs.

ARTICLE ONE-RULES OF ORDER

Section One: The rules contained in the Roberts Rules of Order shall govern the Association.

Section Two: The order of business for Annual Business Meetings shall be:

- (1) Reading of Minutes of the previous meeting and their approval
- (2) Reports of State Officers
- (3) Unfinished or Old Business
- (4) New Business
- (5) Presenting awards

ARTICLE TWO-EXPENDITURES

Section One: All expenditures necessary to the administration of the activities of the Association shall be made with the consent of the Executive Board and be approved at the Annual Business Meeting.

Section Two: The Secretary/Treasurer's annual report shall be presented at the Annual Business Meeting, and shall be available to all active and life members in good standing.

Section Three: Emergency Allocations. Emergency monetary allocations may be distributed if agreed to by a unanimous vote of the existing or available Executive Committee members. Such a decision cannot be made without the consent of the Treasurer. The party which receives such an allocation shall provide a report of how the money was spent. This report shall be submitted to the Treasurer and shall become a part of the Treasurer's Annual report.

ARTICLE THREE-STANDING COMMITTEES

Section One: All standing committees shall be appointed by the President with the approval of the Executive Board.

Section Two: The Nominating Committee: The Nominating Committee shall consist of a Past-President as chair, appointed by the President. The chair shall then select two other active members who are not current executive board members to the committee that represent the geographical distribution of members across the state. The Nominating Committee shall present a minimum of two candidates for each office, with the exception of Secretary/Treasurer in which a minimum of one candidate may be nominated.

Section Three: Activity Committees: An Activity Committee shall be formed for each event sponsored by NEASTA. Each event will consist of a chairperson appointed by the President, and other members in good standing, as needed. The committees shall be in charge of coordinating all state activities and events sponsored by the Association.

Section Four: Grants Committee: The Grants Committee shall consist of the President, who shall serve as chair, and two other members in good standing. The committee shall serve as a deliberating committee to award special projects grants (when such extra state revenue is available) to deserving projects in the state of Nebraska.

Section Five: Awards Committee: The Awards Committee shall consist of the President, the state Newsletter Editor and one other Executive Board member. The committee shall be in charge of making special awards to Nebraska ASTA members and other deserving string teachers (such as Teachers of the Year).

ARTICLE FOUR-AD HOC COMMITTEES

Section One: All Ad Hoc committees shall be appointed by the President.

ARTICLE FIVE-THE STATE NEWSLETTER EDITOR

Section One: The Editor shall be in charge of the publication and distribution of the state newsletter, *Stringing Along*. Expenditures, contractual agreements and the determination of the number of issues each year shall be decided by the Editor subject to the approval of the Executive Board. Editorial content, official news and notifications, shall be the responsibility of the Editor in coordination with the President and the Executive Board.