

## Southwest District:

Includes SWKMEA includes all schools within the following counties: Barton, Barber, Clark, Comanche, Edwards, Finney, Ford, Grant, Gray, Greeley, Hamilton, Haskell, Hodgeman, Kearny, Kiowa, Lane, Meade, Morton, Ness, Pawnee, Pratt, Rush, Scott, Seward, Stafford, Stanton, Stevens, and Wichita.

## **By-Laws of Southwest District Kansas Music Educators Association**

### **Article I-Name**

The corporation name of this association is the Kansas Music Educators Association-Southwest District.

### **Section 1-NAfME-The National Association of Music Education**

The Southwest District is part of the KMEA and it shall function as the affiliated state unit of NAfME.

### **Article II-Objective**

The Objective of this association is the advancement of music education in the Southwest District of Kansas.

### **Article III-Membership and Dues**

#### **Section 1-Active Membership**

Active membership shall be to people who are members of NAfME/KMEA, retired, and/or teach in Southwest KMEA. Active membership shall provide the privileges of participation in the activities of the association including the right to vote, to hold office and admission to the meetings of the association. For a student to participate in a Southwest District Honor group the sponsoring teacher must be an active member of the KMEA.

#### **Section 2-NAfME-Collegiate Membership**

Student chapter membership shall be open to students of music education at the college level who are not employed as teachers. Annual dues shall be set by each individual chapter to which shall be added the amount of student chapter membership dues of the National Association for Music Education.

#### **Section 3-Life Membership**

The Southwest KMEA shall extend to all persons holding life memberships in the National Association for Music Education the rights and privileges of active membership in the association.

#### **Section 4-School Membership**

*Each school participating in KMEA and KSHSAA sanctioned district events will be a member of the KSHSAA or a KSHSAA Approved School and be in good standing with the organization. Teachers entering students in events will need to be members in good standing of KMEA as well.*

## **Article IV-Government**

**Section 1-Officers** The officer of the KMEA Southwest District shall be a President, President-Elect, and Past-President whose duties shall be as follows:

- A. President - The President shall preside at Southwest District business meetings and meetings of the Board of Directors. The President shall have the power to appoint resource persons and committees not otherwise provided for in the bylaws and shall be responsible for the planning of the Southwest Districts Mini-Conventions and perform all other duties pertaining to the office. The President shall have the power to appoint any active member to fill vacancies that may occur among the officers and the board of Directors.
- B. Past-President - The Past-President shall serve as advisor to the President, shall have such other duties as may be assigned by the President or the Board of Directors, and assume the duties of the President in the case of disability or absence of the President.
- C. President-Elect - The President-Elect shall assist the President in an advisory capacity, and have such other duties as may be assigned by the President or Board of Directors.

**Section 2. Executive Committee.** The Executive Committee of the Southwest District Kansas Music Educators Association shall be comprised of the President, Past President, and President-elect of the association and the Executive Director. The Executive Committee shall represent and act for the Board of Directors in the intervals between the meetings of that body as well serve as the nominating committee for the election of the officers of the Southwest District.

**Section 3-Board of Directors** The Board of Directors of the Southwest District KMEA shall be comprised of the President, President-Elect, Past-President, and the Chairs of the Honor Groups. (High School Band, High School Choir, High School Jazz Band, High School Orchestra, Middle School Band, Middle School Choir, Middle School Orchestra and Elementary Choir), and shall:

- A. Administer and be responsible for the business management, educational affairs, and operation of the Southwest District KMEA, and for the management and control of the funds thereof;
- B. Have the responsibility for the Southwest District KMEA general policies and program of activities
- C. Appoint an Executive Director, prescribe duties and compensation and have full supervision and control of actions taken by the Executive Director;

## **Article V-Elections**

### **Section 1-Nominating Committee**

The executive Committee shall secure the names of candidates eligible for incoming President-Elect and Chairs of the Honor Groups.

### **Section 2-District Election of Officers**

An election shall be held in December of odd-numbered years for the purpose of electing district President-Elect, HS Choir Chair-Elect, MS Choir Chair-Elect, HS Jazz Band Chair-Elect, and HS Orchestra. On even-numbered years an election shall be held in December for, HS Band Chair-Elect, MS Band Chair-Elect, MS Orchestra Chair-Elect, and Elementary Chair-Elect. The candidate receiving the most votes shall be elected.

### **Section 3-Eligibility to Vote**

Only a person holding a current active KMEA membership shall be eligible to vote at all meetings.

## **Article VI-Terms of Office**

### **Section 1-President**

The President-Elect assumes the office of the President for a term of two years beginning with the first day of the first month following the close of the annual State In-Service Workshop held on even numbered years.

### **Section 2-President-Elect**

The President-Elect shall serve for a term of two years beginning with the first day of the first month following the close of the annual State In-Service Workshop held on even numbered years.

### **Section 3-District Chairmen**

\_\_\_\_\_The Chair-Elects shall become acting Chairmen at the first day of the first month following the close of the annual State In-Service Workshop held after the completion of their first year as Chair-Elect. They will serve as District Chairmen for two years.

### **Section 4-District Chair-Elects**

The Chair-Elect will serve one year prior to them becoming the active Chair. During this year they will attend board meetings as an observer and serve as assistant to the currently Elected Chair. In case of the Chair-Elects acting Chairman leaves their acting position the current District Chair-Elect shall serve as the acting Chair for the remainder of the current chair cycle plus their originally elected cycle.

### **Section 4-Advisory Board Members**

Site Coordinators, Mentor Chair and Music Advocacy Chair are all appointed and will serve for as long as deemed necessary by the state and the District President. These members serve as non-voting members of the Board.

## **Article VII-Re-Election**

District Officers may not be immediately re-elected to succeed themselves but may be appointed due to an early vacated office.

## **Article VIII-Administrative Officers**

The Southwest District shall have the following Administrative Officer.

### **Section 1-Executive Director**

The Executive Director is the chief professional administrator of the Southwest District and is responsible through the District President to the Board of Directors, operating within the bylaws of KMEA and within the policies established by the Board of Directors. In the event of a resignation or incapacitation, executive director candidates shall be nominated by the voting members of the Southwest District Board.

The Executive Director will be selected by a majority vote of the Board. The current president shall assume the duties of the Executive Director if that person becomes in incapacitated or resigns until the position is filled by the board.

## **Article IX-Meetings**

### **Section 1-Board of Directors**

The Board of Directors shall meet annually and at the call of the President or upon the joint request of not less than three members of the Board of Directors. A quorum of not less than six members of the Board shall be required for the transaction of business. Authority for

emergency or quick action by the Board of Directors may be secured by email or phone and action thus taken shall be effective immediately.

## **Article X-Affiliations**

### **Section 1-Affiliations**

Such affiliations as set forth above shall not restrict or alter these bylaws, nor shall such affiliations alter the status of the Southwest District KMEA in its affiliated organizations, nor operation and activities thereof, nor the rights and privileges of individual members as herein set forth.

## **Article XI-Limitations of Responsibilities of the Officers**

The authority and responsibility for the management of the good will and credit of the association is vested in the Board of Directors but it is expressly understood that neither the Board of Directors nor any member thereof, nor any salaried officer, nor any member of the association shall be required to accept personal financial responsibility for duly authorized bills or obligations, or for suits, or from authorized activities of the organization carried on in good faith in pursuit of the objectives, purposes and activities or authorized by KMEA.

## **Article XII-Fiscal Year**

The fiscal year of the Southwest District KMEA shall be the same as the state and shall be from July 1 to June 30th.

## **Article XIII-Rules of Order**

Roberts rules of Order-Newly revised shall govern in all business meetings of the Southwest District KMEA.

## **Article XIV-Amendments**

The bylaws may be altered or amended by an approving vote of two-thirds of the active Board of Directors at the annual summer business meeting. The updated amendments shall be posted to the Southwest KMEA website immediately following the summer board meeting.