

**THE OHIO MUSIC TEACHERS ASSOCIATION, MIDDLE WEST DISTRICT
CONSTITUTION AND BY-LAWS**

Revised 2013

THE BY-LAWS

Article I – MEMBERSHIP

Section 1. Membership shall be open to all individuals professionally engaged in any field of music activity who also are members of the Ohio Music Teachers Association (OhioMTA) and Music Teachers National Association (MTNA).

Section 2. Active Members are teachers of music who have paid the current membership dues. They have the right to attend meetings, the right to vote, and the right to enter students in events. Any Active Member may hold any office in the District except President, which must be filled by a nationally certified member.

Section 3. Senior Members are those who have reached the age of 65 and have continually been a member for five years immediately preceding that age. Senior Members are entitled to a reduction in dues. They have the right to vote and participate in all activities of the District.

Section 4. Student membership is open to any full-time student of music. Student Members may attend all meetings of the District but may not vote or hold office. They may enter students in all District events except for the OhioMTA Buckeye Auditions.

Section 5. Patron Members are non-teachers who wish to support the programs of the District. Patron Members pay District, State, and National dues. They may attend all programs and meetings of the District, but may not vote or hold office.

Article II – TRANSFERS

Any MTNA member who moves from another district or state shall be granted active membership by reciprocity.

Article III – FISCAL YEAR

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

Article IV – 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 commence on October 1 and end on 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, and are not entitled to any of the privileges of membership until dues are paid for the current membership year. Dues for all members are determined by the District, OhioMTA, and MTNA.

Article V – ELECTION OF OFFICERS

Section 1. A Nominating Committee of three members shall be appointed by the President to nominate Middle West District officers. The Nominating Committee shall prepare a slate of not more than two (2) candidates for each office.

Section 2. The Active Members of the Middle West District shall elect by a majority vote the officers of the District. Nominations 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 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 final meeting of each fiscal year. Officers elected will take office immediately.

Section 3. Each officer shall be elected for a term of two (2) years. The President and the President-Elect may not hold the same elected office for more than two (2) consecutive terms.

Section 4. A vacancy in any office, except that of the President, shall be filled by the President in consultation with the Executive Committee.

Article VI – DUTIES OF MIDDLE WEST DISTRICT, OhioMTA OFFICERS

Section 1. The President shall be the principal elective officer of the District and shall preside at meetings of the District, call and preside at meetings of the Executive Committee, shall appoint all standing committees, shall appoint all special or ad hoc committees as needed, shall make reports as requested by the OhioMTA President, and shall perform all other duties implied by this title.

Section 2. The President-Elect shall preside in the absence of the President.

Section 3. The Vice-President in charge of Programs shall work with the President in planning the programs of the District and be responsible for the printing of the program booklet.

Section 4. The Vice-President in charge of Marketing and Membership shall coordinate all activity relating to public relations, social media, and community engagement, as well as recruitment, retention, and development of members.

Section 5. The Secretary shall record the minutes of all meetings of the District and the Executive Committee, shall see that the minutes are in legal form and properly preserved, and shall perform such other duties as may be assigned by the President.

Section 6. The Treasurer is responsible for the maintenance of proper financial records, for receiving all monies due the District and depositing funds in a bank in the name of the Middle West District, OhioMTA, for disbursing these funds as authorized by the District, for arranging an audit at the close of a two year term, for preparing an annual report to the OhioMTA Executive Committee, for keeping records of membership and payment of dues, and for presenting an official report to the District upon request.

Article VII – EXPENSES OF OFFICERS AND COMMITTEE CHAIRS

Section 1. Officers and Committee Chairs shall be reimbursed for expenses incurred in the performance of the District duties upon submission of receipts to the Treasurer.

Section 2. The Treasurer shall have the right to refuse reimbursement of expenses when no receipts are submitted.

Article VIII – AMENDMENTS

Section 1. These By-laws may be amended at any business meeting of the District 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. All amendments must be consistent with the Constitution and By-laws of the OhioMTA and must be reported to that organization after approval.