

**Constitution of the Cobb County Music Teachers Association
A Local Chapter of the Georgia Music Teachers Association, Inc.
An Affiliate of the Music Teachers National Association
(Revised 6/24)**

Preamble:

The Cobb County Music Teachers Association (CCMTA) is a local chapter of the Georgia Music Teachers Association (GMTA), which is a state chapter of the Music Teachers National Association (MTNA). This Constitution and Bylaws aim to align with the objectives and regulations of both GMTA and MTNA.

ARTICLE I. NAME

The name of this organization shall be the Cobb County Music Teachers Association, hereinafter called the Association.

ARTICLE II. OBJECTIVES

SECTION 1: The objectives of the Association shall be to promote professional fraternity and stimulate professional growth among music teachers and to support the objectives of the Georgia Music Teachers Association and the Music Teachers National Association, with all of which it is affiliated.

SECTION 2: The Association is a not-for-profit organization, and no part of its net earnings inures to the benefit of any private member or individual.

SECTION 3: In the event of the dissolution of the Association, the Board of Directors shall make provision for the payment of all liabilities of the Association and shall then contribute any remaining funds to the Georgia Music Teachers Association or another tax-exempt musical organization.

ARTICLE III. MEMBERSHIP

Membership in the Association shall be Active or Honorary. Privileges and dues are set forth in the Bylaws of the Association.

ARTICLE IV. AFFILIATION

All members of the Association except Honorary members shall hold membership in the Georgia Music Teachers Association and the Music Teachers National Association.

ARTICLE V. OFFICERS

The officers of the Association shall be the President, President Elect, Vice-Presidents, Secretary, Treasurer, and Parliamentarian. Procedures for the election of officers are specified in the Bylaws of the Association. Two members may share the title and duties of any of the above officers.

ARTICLE VI. EXECUTIVE BOARD AND COMMITTEES

The Executive Board shall consist of the officers named in Article V and the following standing committee chairpersons: Membership, Website, Hospitality, and the Scholarship Committee. The Board shall transact all Association business not requiring the vote of the membership.

ARTICLE VII. MEETINGS

Meetings shall be conducted during the following months: August, September, October, February, March, and April. A December or January meeting will be scheduled only if needed and determined by the Board. Meetings shall be held at such times and places as decided upon by the members of the Association, guided by the wishes of the membership.

ARTICLE VIII. QUORUM

A quorum for the transaction of business shall consist of one-fourth of the total membership. Members may vote in person, by proxy, or through online voting mechanisms if necessary. Procedures for proxy and online voting shall be specified in the Bylaws of the Association.

ARTICLE IX. FISCAL YEAR

The fiscal year shall be the same as the membership year of GMTA and MTNA, beginning on July 1 and ending on June 30 of the following year.

ARTICLE X. AMENDMENTS

The Constitution may be amended at any business meeting of the Association by a two-thirds majority vote of the members present and voting. Proposed amendments must be submitted to the membership at least thirty (30) days prior to the vote.

BYLAWS

ARTICLE I. MEMBERSHIP

SECTION 1: Active Membership

Active membership is open to all individuals professionally engaged in any field of musical activity. Active members have the privilege of participating in the Association's activities, holding office, and voting.

SECTION 2: Honorary Membership

Honorary membership may be granted to former active members who have not renewed their membership due to poor health, age, or retirement.

SECTION 3: Eligibility for Membership

To be eligible for membership in the Cobb County Music Teachers Association, a teacher must reside or teach in Cobb County, or their students must reside in Cobb County. Membership is also available to individuals in surrounding counties that do not have a local chapter of the Georgia Music Teachers Association.

ARTICLE II. DUES

Annual dues for all categories of membership shall be fifteen dollars (\$15.00) and are due on the first day of the membership year, July 1st. Members who have not paid their dues by this date will not be in good standing and will not be entitled to any of the privileges of membership, such as membership rates at conventions, entering students in auditions, and non-competitive activities until dues are paid for the current year.

Renewing members must have all State, National, and local dues paid by October 1st in order to enter students in any CCMTA-sponsored event at member rates. It is the members' responsibility to prove to the event chairman that they are in good standing.

Non-members may also enter students in CCMTA-sponsored events but will be required to pay an additional fee of twenty-five dollars (\$25.00) for each event by the designated event registration deadline.

ARTICLE III. DUTIES OF OFFICERS

SECTION 1: President

The President shall preside at all meetings of the Association and call and preside at meetings of the Executive Board. The President shall appoint special committees as needed, provide two newsletters each year to the membership, and perform all other duties implied by the title of President.

SECTION 2: President-Elect

The President-Elect shall assist the President in all duties as needed to thoroughly learn all aspects of presidential responsibilities.

SECTION 3: First Vice-President

The First Vice-President shall assume all duties designated by the President and President-Elect in their absence and shall coordinate programs.

SECTION 4: Second Vice-President

The Second Vice-President shall be responsible for Local GMTA Auditions.

SECTION 5: Third Vice-President

The Third Vice-President shall be responsible for the CCMTA Solo Festival.

SECTION 6: Fourth Vice-President

The Fourth Vice-President shall be responsible for Pianothon.

SECTION 7: Fifth Vice-President

The Fifth Vice-President shall be responsible for Theory Testing.

SECTION 8: Secretary

The Secretary shall take minutes of all meetings and carry out the official correspondence of the Association.

SECTION 9: Treasurer

The Treasurer shall be responsible for the payment of all bills authorized by the Association, keep an itemized account of all receipts and disbursements, and present official reports to the Association upon request.

SECTION 10: Parliamentarian

The Parliamentarian shall ensure the orderly and proper transaction of business at meetings and oversee the revision of the Constitution and Bylaws as necessary. The immediate past President or other past Presidents should assume this office. Deliberation of members, officers, and chairpersons shall be governed by Robert's Rules of Order.

SECTION 11: Operations Manual

The Officers shall be responsible for updating and maintaining an Operations Manual that details the tasks of each officer role. This manual shall be reviewed and updated at the end of each fiscal year, ending on June 30, and must be ready for use by August 1.

ARTICLE IV. ELECTION OF OFFICERS

SECTION 1: A Nominating Committee consisting of three or more members shall be recommended by the President and elected by the membership at the February meeting of each fiscal year.

SECTION 2: The Nominating Committee shall present the names of candidates who have agreed to serve at the March meeting. Elections shall be held at the April meeting. Additional nominations of candidates willing to serve may be made from the floor. Qualified members shall cast ballots or vote by a show of hands. The candidates receiving the largest number of votes shall be declared elected for a term of two years and will assume office at the last meeting of the fiscal year.

ARTICLE V. VOTING PROCEDURES

SECTION 1: Proxy Voting

Members unable to attend a meeting in person may vote by proxy. The member must designate another member to vote on their behalf in writing, and the proxy must be submitted to the Secretary prior to the meeting.

SECTION 2: Online Voting

In circumstances where in-person voting is not feasible, online voting mechanisms may be used. The procedures for online voting shall be outlined by the Executive Board and communicated to the membership at least thirty (30) days before implementation.

ARTICLE VI. AMENDMENTS

These Bylaws may be amended at any business meeting of the Association by a two-thirds majority vote of the members present and voting. Amendments must have been previously submitted to the membership at least thirty (30) days before the vote.
