

Dear Colleagues,

The CMEA Constitution and By-Laws contain the basic goals, rules, and procedures that govern our organization. As time goes by, it is in the best interest of the organization to update these important documents. I have summarized the necessary changes below.

- MENC: Music Educators National Conference has changed their name to NAFME: National Association for Music Education.
- CMEA: California Music Educators Association has changed their name to CMEA: The California Association for Music Education. (For California tax purposes, the old name still must be used.)
- The revised version clarifies officers' responsibilities and terms of office.
- Our annual conference is now called CASMEC: California All-State Music Education Conference.
- Changes have been made in the election timeline to reflect the fact that our conference occurs in February instead of March.
- The revision of the constitution provides the opportunity to start having elections over the internet.
- Meeting schedules of the Executive Board and the Board of Directors have been updated.
- In the document below, sections in bold are new; sections with a strike-through are to be eliminated.

You will have the opportunity to ask questions and vote on these changes at the CASMEC Conference in Fresno from February 16-19, 2012. If you are unable to attend the conference, you may still vote by returning the attached ballot and sending it the State Office by February 10.

Thank you,

Jeff Jenkins  
CMEA Immediate Past President

## **CMEA: CALIFORNIA MUSIC EDUCATORS ASSOCIATION or THE CALIFORNIA ASSOCIATION FOR MUSIC EDUCATION CONSTITUTION**

~~Revised 2008~~  
**Revised 2012**

### **ARTICLE 1 - NAME AND PURPOSE**

SECTION 1. The name of this organization shall be CMEA: ~~California Music Educators Association~~ **The California Association for Music Education**, herein designated as CMEA. The organization is incorporated, not for profit, pursuant to the general nonprofit Corporation Law (Part 1 of Division 2 of Title 1 of the California Corporation Code).

SECTION 2. The purpose of this organization shall be to encourage and foster the advancement of music education by means of mutual cooperation and activities throughout the State, including in-service workshops, festivals for student groups, and other educational activities.

SECTION 3. CMEA is a federated association of ~~MENC: Music Educators National Conference~~ **NAfME: The National Association for Music Education**. CMEA shall cooperate with the State and Federal Agencies and educational organizations in matters concerning music education.

### **ARTICLE II - GOVERNMENT**

SECTION 1. *The Executive Board* - The State Executive Board of CMEA shall consist of: President, President Elect, Vice President, Secretary, and Immediate Past President. The ~~Administrative Coordinator~~ **Executive Director** shall serve as a non-voting member.

SECTION 2. *Board of Directors* - The Board of Directors shall consist of:

A) The State Executive Officers: President, President Elect, Vice President, Secretary, Executive Director and Immediate Past President.

B) ~~One Director representing~~ **The President** of each Section of CMEA.

C) The Editor/Business Manager of *CMEA Magazine* shall be an ex-officio member of the Board.

SECTION 3. *State Council* - The State Council shall consist of the Board of Directors and the Council of Representatives.

SECTION 4. *Terms of Office* - The term of office of the members of the Board of Directors and the Council of Representatives shall be two years or until their successors take office. Said successors shall take office at the first Board of Directors meeting ~~after the CMEA Annual Conference.~~ **after June 30** following their election or appointment. **Executive Board successors take office at the first Executive Board meeting after the annual conference.**

*Emergency Appointment* - Any emergency appointment shall be for the length of the un-expired term, except that an appointed President Elect shall not succeed to the presidency without a vote of membership.

### ARTICLE III - ELECTIONS

Section 1. *Nominations* - The Nominating Committee will consist of the Section Presidents and be chaired by the Immediate Past President. The Nominating Committee shall meet **at the August Board of Directors meeting** in odd numbered years and submit a list of nominees to the ~~Board of Directors~~ **Executive Board** at the ~~first meeting after the annual CMEA State meeting~~ **fall meeting of the Executive Board**. **This slate will include** ~~of at least two~~ candidates each for President Elect, Vice President and Secretary. Qualified voting members of CMEA may make additional nominations by sending a petition of nomination signed by at least 25 such members for each nominee, to the President before October 1 of the odd numbered years.

SECTION 2. *Elections* - ~~All Elections are to~~ **may** be conducted by ballot at the annual CMEA conference under the direction of the Board of Directors, **or online using a secure system approved by the Board of Directors**. If, for any reason a current active or retired member cannot attend the conference **or does not have access to the CMEA website via the internet**, he/she may request a ballot be mailed to him/her two months prior to ~~March 4~~ **the CMEA Conference** of an election year, by sending a stamped, self-addressed envelope to the CMEA State Office. Requested ballots must be received at the CMEA State Office by ~~March~~ **February 1** of an election year. In the event of no annual state conference being held in an election year, the Board of Directors shall determine the election procedure. Biographies, pictures and candidate statements will be posted on the CMEA Website by January 15<sup>th</sup> of an election year and appear in the winter issue of the *CMEA Magazine*.

### ARTICLE IV - MEETINGS

SECTION 1. *Association Meetings* - An Annual meeting of the Association shall be held at the time and place of the CMEA Conference. Additional meeting, conferences, or other appropriate activities may be held as determined by the Board of Directors. Business may be transacted at any meeting provided that notice of such meeting is given to all active members of record at least one week before the meeting is to take place.

SECTION 2. *Board of Directors Meetings* - The Board of Directors shall meet at the call of the President or upon the joint request of not less than four members of the Board of Directors. A majority of the Board of Directors shall constitute a quorum for the transaction of business. Authority for emergency action may be secured by ballot, by mail, e-mail or by telephone, and shall be effective until confirmed or reconsidered at the next official meeting of the Board of Directors. If authority for emergency action is secured by telephone, a written record of the granting of such authority shall be maintained.

SECTION 3. *Executive Board* - Executive Board meeting may be called by the President to take care of CMEA business between the times of the regularly scheduled Board of Directors meeting.

**SECTION 4. *Regular Meeting Schedule* – The Board of Directors will meet at least two times each year. The Executive Board will meet at least two times each year.**

### ARTICLE V- AMENDMENTS

The Constitution may be amended by a vote of approval of two-thirds of those members who cast ballots in the biennial election, provided formal notice of such contemplated action shall have been given in writing to active members at least thirty (30) days before it is acted upon. Amendments to the Constitution may be initiated by the Board of Directors or by petition of not less than twenty-five (25) active members prior to October 1 of the biennial election.

**Emergency Amendment: Special Election**

In the event that emergency action is required to amend the Constitution, the membership qualified to cast ballots must be notified in writing at least thirty (30) days before it is acted upon by special election.

**ARTICLE VI  
DISPOSITION OF ASSETS IN CASE OF DISBANDMENT**

Upon dissolution, all of the assets of CMEA shall be turned over to such non-profit organizations qualifying as exempt from Federal tax under Section 501 (c) (3) of the Internal Revenue Code of 1954 or any successor provision thereto as the then Board of Directors shall select. Provided, that if at the time of such dissolution CMEA is a private foundation within the meaning of Section 509 of the Internal Revenue Code of 1954, the assets shall be paid over to such other organizations as will not subject CMEA for the tax imposed.

<b>Constitution and By-Laws Mail in Ballot</b>	
Membership # _____	
By voting YES you accept all the proposed changes to both documents. By voting NO you reject all the proposed changes to both documents.	
YES <input type="checkbox"/>	NO <input type="checkbox"/>
Please send this ballot to: CMEA Office P.O. Box 2380 Portola, CA 96122	