

CONSTITUTION

Article I. Name of Organization.

This organization shall be known as the Blue Ridge Council of Teachers of Mathematics (BRCTM) of Virginia.

Article II. Purpose.

The purpose of the BRCTM shall be to encourage an active interest in mathematics while supporting and improving PK-16 mathematics teaching and learning.

Article III. Affiliation.

The BRCTM shall be affiliated with the Virginia Council of Teachers of Mathematics (VCTM) and the National Council of Teachers of Mathematics (NCTM).

Article IV. Membership.

All persons who reside within the BRCTM service area and are interested in the purpose of this organization are eligible for membership and may become a member by paying the annual dues.

Article V. Officers and Executive Board.

Section 1. Elected Officers.

Elected officers shall consist of a President-Elect, Secretary, and Treasurer.

Section 2. Executive Board Members.

The Executive Board shall consist of the President, Past President, elected officers, and representatives from districts and institutions of higher education within the BRCTM service area.

Section 3. Quorum.

Five members of the Executive Board, including at least two elected officers, shall constitute a quorum.

Article VI. Meetings.

A BRCTM conference shall be held each year. The Executive Board shall conduct four business meetings per year on the first Monday of February, May, September, and December. Additional meetings may be planned at the discretion of the President. The privilege and right of holding office, making motions, and voting shall be limited to the members of the Executive Board.

Article VII. Amendments to the Constitution.

Any member of the BRCTM may propose an amendment. Amendments shall first be approved by a majority vote of the Executive Board. Proposed amendments to the Constitution will then be published on the BRCTM website for at least one month and the BRCTM members will be notified of the proposal by email. Members may vote either electronically or by mail. Two-thirds of the members who respond must vote for the amendment in order for the Constitution to be amended as proposed.

Article VIII. Dissolution.

A proposal for the dissolution of the organization must be submitted to the Executive Board at least one week prior to a scheduled meeting. Such a proposal must be passed with a majority vote of the Executive Board. After this action, the proposal must be submitted to the BRCTM members and passed by a two-thirds majority vote.

Section 1. Distribution of Funds.

Upon the dissolution of the organization, the Executive Board shall, after paying or making provision for the payment of all of the liabilities of the organization, dispose of all of the assets of the organization inclusively for the purpose of the organization in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law). Any remaining assets shall be distributed by the Court of Common Pleas of the county in which the principle office of the organization is then located, exclusively for such purposes or to such organizations, as determined by said court.

Article IX. Activities and Expenses.

Section 1. Funds.

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes of this organization.

Section 2. Intent.

No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate or public office.

Section 3. Tax Status.

Notwithstanding any other provision of these articles, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from Federal Income Tax under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Revenue Law) or (b) by an organization, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code 1954 (or the corresponding provision of any future United States Revenue Law).

BYLAWS

Article I. Officers.

Section 1. Selection.

A. Election.

A call for nominees for the offices of President-elect, Secretary, and Treasurer shall be made electronically via the BRCTM website in October. The Executive Board shall review the list of potential candidates at the December meeting and have the eligible names posted on the BRCTM website by the end of December. The election of officers shall be held electronically and by mail. All votes must be received by February 1 and the results will be posted by March 1.

B. Appointment.

The Executive Board may appoint a webmaster, conference program secretary, facilities coordinator(s), and Executive Board members as deemed necessary by the President.

Section 2. Duties.

A. Elected Officers.

i. President

The President shall preside at all meetings of the BRCTM and shall have the usual duties pertaining to the office. The President shall be chairperson of the Executive Board and shall have the authority to call meetings of the same. The President, with the approval of the Executive Board, may appoint committees as deemed necessary. The President shall review the BRCTM Constitution and Bylaws during the term and shall ensure that the intent and purpose of the BRCTM Constitution and Bylaws are met.

ii. President-Elect

The President-Elect shall assume the duties of the President in absence, be a member of the Executive Board, and assume the office of President the following term. The President-Elect shall be responsible for ensuring that all Executive Board meetings are conducted in a manner consistent with parliamentary procedure as established by *Robert's Rules of Order*. The President-Elect shall also be responsible for planning the annual conference.

iii. Past President

The Past President shall be the immediate past President. The Past President shall represent the BRCTM membership at VCTM and NCTM meetings. The Past President shall promote VCTM and NCTM membership, activities, publications, and professional services to the membership of the BRCTM.

iv. Secretary

The Secretary shall have the duties of custody of the records, the keeping of the minutes, and the reporting of information to the VCTM and NCTM. The Secretary shall have the duties of giving due notice of Executive Board meetings and other announcements to the BRCTM membership.

v. Treasurer

The Treasurer shall collect all dues and keep a record of all money collected and expended. The Treasurer shall send financial reports and affiliate dues to the VCTM and NCTM as needed. The Treasurer shall be responsible for arranging a biennial audit of the financial records or biennial review of agreed upon procedures by a CPA.

B. Appointed Officers.

i. Webmaster

The Webmaster shall be responsible for the maintenance of the BRCTM website (www.brctm.org).

ii. Conference Program Secretary

The Program Secretary shall be responsible for correspondence, publicity, and registration procedures for the annual BRCTM conference.

iii. Facilities Coordinator(s)

The Facilities Coordinator(s) shall be responsible for all local arrangements for the BRCTM conference (e.g. meals, rooms, audiovisual equipment, parking, etc.).

Section 3. Term.

Elected and appointed officers shall serve a term of one year beginning July 1.

Section 4. Resignation/Termination.

By a majority vote and after due notice, the Executive Board may accept or request the resignation of any officer. The Executive Board, by a majority vote, may also terminate the term of any officer for any act or omission which it deems to be inconsistent with or harmful to the BRCTM's purposes, objectives, property, good will, or reputation.

A. If an elected office becomes vacant, the Executive Board will select a replacement to serve until the next regular election. Such service shall not count toward the one-year elected term.

B. A President who fails to complete a term of office is ineligible to be Past President.

Article II. Executive Board.

The Executive Board shall consist of the President, President-Elect, Past President, Secretary, Treasurer, appointed officers, and representatives from school districts and institutions of higher education within the BRCTM service area.

Section 1. Representatives from School Divisions.

Each school division's representative shall be selected by the division superintendent or by the Executive Board each year.

Section 2. Representatives from Institutions of Higher Education.

Faculty members from any institution of higher education may attend Executive Board meetings and may serve as appointed members.

Article III. Dues.

The dues shall be determined by the Executive Board. Retired members shall not pay dues.

Article IV. Disposition of Funds.

Section 1. Disbursement.

The Treasurer shall have the authority to disburse any funds deemed necessary and approved by the Executive Board.

Section 2. Reporting.

The Treasurer shall present a written financial report to the BRCTM and the Executive Board at each meeting.

Section 3. Audit.

There shall be a biennial audit of the financial records by a CPA or a biennial review of agreed upon procedures by a CPA.

Article V. Committees.

The President, with the approval of the Executive Board, shall have the right to set up any committee deemed necessary. The President shall have the sole authority to appoint the members of the committees.

Article VI. Parliamentary Authority.

Robert's Rules of Order shall be the authority for parliamentary procedure for the BRCTM Executive Board meetings and the BRCTM business meetings.

Article VII. Amendments to the Bylaws.

Any member of the Executive Board may propose an amendment to the Bylaws. The proposal must be provided to all members of the Executive Board. A majority of the Executive Board must approve for passage.